

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: KELLI KUYKENDALL, HOMELESS SERVICES MANAGER  
HOUSING AND COMMUNITY SERVICES  
SUBJECT: REQUEST FOR PROPOSALS FOR OPERATION OF SAMUEL L.  
JONES HALL HOMELESS SHELTER FOR HOUSING FIRST  
OPERATIONS FOR FISCAL YEAR 2020/2021

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Housing and Community Services Department that the Council receive a report on the Samuel L. Jones Hall Homeless Shelter (Shelter) and, by motion, provide direction to staff regarding the issuance of a Request for Proposals for Housing First operations of the Shelter for Fiscal Year 2020/2021.

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EXECUTIVE SUMMARY

On June 18, 2019, as part of the Fiscal Year 2019/2020 budget hearing, staff proposed reprogramming \$1.6 million remaining from a Fiscal Year 2016/2017 Affordable Housing Pilot Program Notice of Funding Availability (NOFA) for capital and programming improvements at the Samuel L. Jones Hall Homeless Shelter (Shelter). In response to this proposal, Council Member Combs requested an agenda item regarding a Request for Proposals (RFP) for operation of the Shelter. The Shelter is a City-owned facility which has been operated by Catholic Charities of the Diocese of Santa Rosa since it opened in November 2005. The City currently has an agreement with Catholic Charities for the operations of the Shelter for Fiscal Year 2019/2020 in the amount of \$1,349,331, which is funded by the City, County of Sonoma, and Community Foundation Sonoma County. Staff has prepared the following report on the Shelter and is seeking Council direction on its interest to issue an RFP for Housing First operations of the Shelter for Fiscal Year 2020/2021.

BACKGROUND

1. In 2002, Council, in collaboration with Shelter Solutions, a local group interested in creating a new homeless shelter in Santa Rosa, began searching for a location for a year-round shelter.

2. In March 2003, Council designated the former Army Reserve facility located in Southwest Santa Rosa at 4020 Finley Avenue as the preferred location for the new homeless shelter.
3. In May 2004, the City Council approved Catholic Charities as the operator of the Samuel L. Jones Homeless Shelter (Shelter) based on the recommendation of a review panel, comprised of City Council members, citizens from the neighborhood, staff from the Community Foundation, County of Sonoma, and City of Santa Rosa.
4. In June 2004, the City completed the purchase of the property from the U.S. General Services Administration. The project was awarded \$1.5 million in funding from the State of California Housing and Community Development for the acquisition and rehabilitation of the facility.
5. The Shelter opened in November 2005 and has been operated by Catholic Charities since that time. The initial year-round 80-bed occupancy has increased over time with the consolidation of the Brookwood Shelter (40 beds) in 2009 and more recently, in November 2014, Council approved a modification to the Conditional Use Permit allowing an increase in year-round beds from 120 to 138 plus 50 winter shelter beds between November and March.
6. In Fiscal Year 2017/2018, Council approved additional funding for the consolidation of the year-round and winter shelter programs into a housing-focused shelter (Housing Focused Program) and providing additional beds to support shelter needs identified through the Homeless Encampment Assistance Pilot Program (HEAP Program) or during emergent situations. This was achieved under the flexibility provided by the Council's proclamation of local homeless emergency without the need for a formal modification to the Conditional Use Permit.
7. The Housing Focused Program provides 213 year-round beds, 138 of which are set aside for individuals with highest vulnerability in conjunction with Coordinated Entry plus up to 75 beds prioritized for individuals identified through the HEAP Program or during emergent situations.
8. On June 19, 2018, Council approved an Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Center Housing Focused Program (SJH Agreement), in the amount of \$1,349,331, for the period July 1, 2018 to June 30, 2019 (Year One). The SJH Agreement continues in effect until terminated subject to appropriation of funding by Council, the County of Sonoma, and the Community Foundation Sonoma County, as funders of the Shelter, and by

amendment to the SJH Agreement by the Director of Housing and Community Services (HCS).

9. On June 18, 2019, Council approved the City's Fiscal Year 2019/2020 budget, including the following appropriation for the Shelter:
  - \$ 71,600 – Community Foundation Sonoma County
  - \$ 255,000 – County of Sonoma (\$165,000 operations; \$90,000 rapid rehousing)
  - \$1,022,731 – City of Santa Rosa General Fund
  - \$1,349,331 – Total
10. Subsequent to Council's approval of the Fiscal Year 2019/2020 budget, the Director of HCS executed an amendment to the SJH Agreement in the amount of \$1,349,331, for the period July 1, 2019 to June 30, 2020 (Year Two).
11. Catholic Charities has also received an annual funding allocation from the Sonoma County Continuum of Care, recently rebranded Home Sonoma County, in the approximate amount of \$175,000 which provided for 24/7 operations starting in 2014, resulting in a combined program operating budget of approximately \$1.5 million.
12. Catholic Charities has successfully operated the Shelter for more than thirteen (13) years, including operation of the winter shelter program for four (4) years, which concluded in Fiscal Year 2016/2017, and implementation of the Housing Focused Program starting in August 2017; responded to neighborhood concerns in a timely manner; and met compliance reporting requirements.

## PRIOR CITY COUNCIL REVIEW

### Samuel L. Jones Hall Homeless Shelter

On June 19, 2018, Council approved an Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Center Housing Focused Program (SJH Agreement), in the amount of \$1,349,331, for the period July 1, 2018 to June 30, 2019 (Year One). The SJH Agreement continues in effect until terminated subject to appropriation of funding by Council, the County of Sonoma, and the Community Foundation Sonoma County, as funders of the Shelter, and by amendment to the SJH Agreement by the Director of Housing and Community Services.

On June 18, 2019, Council approved the City's Fiscal Year 2019/2020 budget, including an appropriation for the Shelter in the amount of \$1,349,331.

## ANALYSIS

1. On June 18, 2019, as part of the budget hearing, staff proposed reprogramming \$1.6 million remaining from a Fiscal Year 2016/2017 Affordable Housing Pilot Program Notice of Funding Availability (NOFA) for capital and programming improvements at the Shelter as follows: \$400,000 for the roof replacement contingency plus \$1.2 million for additional capital and programming improvements. The proposal includes modification of the large dorm for the activation of a navigation center plus two (2) smaller dorms to provide increased privacy and accommodations as well as enhanced services to promote retention of Shelter clients and improved housing outcomes in alignment with the Council's Housing First Strategy and regional efforts through Home Sonoma County.
2. Staff developed this proposal as an alternative to activating the Santa Rosa Navigation Center at the former Bennett Valley Senior Center given Home Sonoma County's award of State Homeless Emergency Aid Program (State HEAP) to the City of Santa Rosa (\$1.2 million). State HEAP funds are being prioritized for the replacement of the roof at the Shelter, which is estimated to cost \$1.6 million.
3. In response to this proposal, Council Member Combs requested an agenda item regarding a Request for Proposals (RFP) for operation of the Shelter.
4. Staff has prepared the following report on the Shelter and is seeking Council direction on its interest to issue an RFP for Housing First operations of the Shelter for Fiscal Year 2020/2021.
5. Staff is proposing to return in September with a request for Council to consider reprogramming the \$1.6 million in NOFA funding as discussed during the Fiscal Year 2019/2020 budget hearing.

### FISCAL IMPACT

Staff is seeking direction on the issuance of an RFP at a future date, therefore, no fiscal impact is anticipated at this time.

### ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

### BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- None

CONTACT

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