

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: KELLI KUYKENDALL, HOUSING AND COMMUNITY SERVICES
MANAGER
SUBJECT: GRANT AGREEMENT WITH CATHOLIC CHARITIES OF THE
DIOCESE OF SANTA ROSA FOR PROVISION OF COVID-19
RELATED HOMELESS SERVICES

AGENDA ACTION: REPORT

RECOMMENDATION

It is recommended by the Housing and Community Services Department that Council, by resolution, approve a Grant Agreement with Catholic Charities of the Diocese of Santa Rosa for the provision of COVID-19 related homeless services, including the existing Non-Congregate Shelter Program and the Safe Social Distancing Program through July 31, 2020 in amount not-to-exceed \$254,810, and delegating authority to the City Manager or his designee to amend the Agreement to extend the term for these or other similar COVID-19 related homeless services for up to six months with a total aggregate not-to-exceed amount of \$1,528,860 where such amendments are in a form approved by the City Attorney's Office.

EXECUTIVE SUMMARY

Beginning in March 2020, the City entered into a series of agreements with Catholic Charities for the administration of homeless services in response to the COVID-19 pandemic. This included the operation of Non-Congregate Shelter (NCS) for "at risk" sheltered and unsheltered individuals at the Sandman Hotel as well as the operation of the Safe Social Distancing Program (SSDP) in a section of the parking lot at the Finley Community Center through June 30, 2020. Staff is seeking 1) approval of a Grant Agreement for COVID-19 Homeless Services with Catholic Charities of the Diocese of Santa Rosa for the NCS and SSDP services through July 31, 2020 in amount not-to-exceed \$254,810, and 2) a delegation of authority to the City Manager or his designee to amend the Grant Agreement to extend the term for these and other similar COVID-19 related services for up to six months with a total aggregate not-to-exceed amount of \$1,528,860 where such amendments are in a form approved by the City Attorney's Office. This will provide for the continued operation of the NCS and SSDP subject to orders of the Sonoma County Health Officer and for such a time as the City deems necessary to address COVID-19 related health and safety risks in the community.

BACKGROUND

1. Beginning in March 2020, the City entered into a series of amendments to existing agreements with Catholic Charities for the Samuel L. Jones Hall Homeless Shelter (Shelter) and Homeless Outreach Services Team (HOST) Program for the administration of homeless services in response to exigent circumstances and emergency conditions associated with the COVID-19 pandemic. This included the operation of Non-Congregate Shelter (NCS) for “at risk” sheltered and unsheltered individuals at the Sandman Hotel as well as the operation of the Safe Social Distancing Program (SSDP) in a section of the parking lot at the Finley Community Center through June 30, 2020. These amendments were executed by the City Manager in his capacity as Director of Emergency Services pursuant to the City’s ratification of proclamation of existence of local emergency relating to the threat of community health posed by COVID-19, dated March 3, 2020.
2. For Fiscal Year 2020/2021, staff is proposing a separate agreement for COVID-19 related homeless services with Catholic Charities for the continued operation of the NCS and SSDP or other similar COVID-19 related services on a month-to-month basis for an initial six-month period. Monthly renewals can be used to account for orders of the Sonoma County Health Officer and/or for providing COVID-19 related services for such a time as the City deems necessary to address COVID-19 related health and safety risks in the community.
3. Funding for the non-COVID 19 Shelter and HOST Program services provided by Catholic Charities were approved as part of the City’s Fiscal Year 2020/2021 budget and by amendment to the existing agreements, executed by the Director of Housing of Community Services as previously approved by the Council.

PRIOR CITY COUNCIL REVIEW

On March 3, 2020, Council, by Resolution No. RES-2020-035, ratified the proclamation of existence of local emergency by the City Manager in his capacity as Director of Emergency Services relating to the threat to community health posed by COVID-19.

ANALYSIS

1. The proposed Agreement provides the City with flexibility to continue operations of the NCS and SSDP or other similar COVID-19 related services for such a time as the City deems necessary to address COVID-19 related health and safety risks in the community in a manner designed to facilitate the City’s seeking Federal Emergency Management Agency (FEMA) reimbursement under its Public Assistance Program and Policy Guide.

2. The Agreement provides a total of \$254,810 for the period July 1 to July 31, 2020 broken down as follows: \$152,508 for the SSDP and \$102,302 for NCS. These amounts are based on the NCS and SSDP budgets during the March 2020 to June 2020 timeframe. The Agreement includes a detailed scope of services and budget, included as exhibits to the Agreement, attached.
3. Staff is seeking approval of the Grant Agreement for COVID-19 Homeless Services with Catholic Charities of the Diocese of Santa Rosa through July 31, 2020 in amount not-to-exceed \$254,810, and a delegation of authority to the City Manager or his designee to amend the Agreement to extend the term for up to six months for a total aggregate not-to-exceed amount of \$1,528,860 where such amendments are in a form approved by the City Attorney's Office.

FISCAL IMPACT

The proposed Agreement, if approved, will provide an amount not-to-exceed \$254,810 from the City's General Fund unassigned reserves (COVID-19 Key 02209) for the initial period July 1 to July 31, 2020 and continuing for up six months at equivalent budget levels in a total not-to-exceed amount of \$1,528,860. If the full amount of appropriations are not used, the funds will be returned to the General Fund Reserves. Additionally, staff intends to seek reimbursement through the Federal Emergency Management Agency (FEMA) pursuant to its Public Assistance Program and Policy Guide.

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

- Resolution/Exhibit A (Grant Agreement)

CONTACT

Kelli Kuykendall, Housing and Community Services Manager, kkuykendall@srcity.org,
543-3315