

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: KELLI KUYKENDALL, ACTING HOMELESS SERVICES  
MANAGER  
HOUSING AND COMMUNITY SERVICES  
SUBJECT: CITY AGREEMENTS FOR HOMELESS SERVICES – SAMUEL L.  
JONES HALL HOMELESS SHELTER AND HOMELESS  
OUTREACH SERVICES TEAM PROGRAM

AGENDA ACTION: RESOLUTIONS

---

RECOMMENDATION

It is recommended by the Housing and Community Services Department that the Council, by two (2) resolutions, approve the following agreements for homeless services with Catholic Charities of the Diocese of Santa Rosa: 1) a Grant Agreement for Homeless Outreach Services Team Program in the amount of \$466,450 for the period July 1, 2017 to June 30, 2018 (Fiscal Year 2017/2018); and 2) an Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Center Year-Round and Winter Shelter Programs in the amount of \$572,803 for the initial period July 1, 2017 to June 30, 2018 (Year One).

---

EXECUTIVE SUMMARY

Staff seeks approval of the following agreements for homeless services with Catholic Charities of the Diocese of Santa Rosa: 1) a Grant Agreement for Homeless Outreach Services Team Program (HOST Agreement) in the amount of \$466,450 for program operations, including operation of the mobile bathroom-shower trailer for the period July 1, 2017 to June 30, 2018 (Fiscal Year 2017/2018); and 2) an Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Center Year-Round and Winter Shelter Programs (SJH Agreement) in the amount of \$572,803 for the initial period July 1, 2017 to June 30, 2018 (Year One), and continuing in effect until terminated subject to appropriation of funding by City Council, the County of Sonoma, and the Community Foundation of Sonoma County, as funders of the Shelter, and by amendment to the SJH Agreement.

This item relates to Council Goal 6: Committed to making Santa Rosa a community where people feel safe to live, work, and play.

## BACKGROUND

### Samuel L. Jones Hall Homeless Shelter

1. Samuel L. Jones Hall Homeless Shelter (Shelter) is a City-owned facility which has been operated by Catholic Charities of the Diocese of Santa Rosa (Catholic Charities) since it opened in November 2005. 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.
2. The City currently administers four (4) agreements for the Shelter, including two (2) operating agreements for the 138-bed year-round program (Year-Round Program) and the 50-bed winter shelter program (Winter Shelter Program) plus two (2) funding agreements with the County of Sonoma (County) for these programs. The current operating agreement with Catholic Charities and the County's funding agreement for the Year-Round Program both expire on June 30, 2017, necessitating renewal of these agreements.
3. Staff desires to consolidate the operating agreements into the proposed Agreement for the Operation and Use of the Samuel L. Jones Hall Homeless Center Year-Round and Winter Shelter Programs (SJH Agreement). The SJH Agreement will continue in effect until terminated subject to the appropriation of funding by City Council, the County, and the Community Foundation of Sonoma County, as funders of the Shelter, and by amendment to the SJH Agreement. Staff is currently negotiating with the Sonoma County Community Development Commission the renewal and consolidation of funding agreements.
4. The proposed SJH Agreement includes a detailed scope of services, a budget, and a quarterly status report, included as exhibits to the SJH Agreement, attached.
5. Operation of the Shelter will be funded with the following sources for Fiscal Year 2017/2018 for a combined total of \$572,803 broken down as follows:

#### **Year-Round Program:**

\$ 69,500 – Community Foundation of Sonoma County  
\$100,000 – County of Sonoma  
\$273,303 – City of Santa Rosa General Fund  
\$442,803 – Total

**Winter Shelter Program:**

\$ 65,000 – City of Santa Rosa General Fund

\$ 65,000 – County of Sonoma

\$130,000 – Total

**\$572,803 – Total for Shelter Operations**

6. As part of the Fiscal Year 2017/2018 budget, Council approved \$600,000 to expand homeless services, including the early activation of the Winter Shelter Program to allow for a year-round 50-bed housing-focused shelter. Additional funds may be allocated from the \$600,000 for this purpose. A provision of the SJH Agreement authorizes the City Manager, or designee, to execute amendments to the agreement, in the event that the City activates the housing-focused shelter.

HOST Program

1. In August 2015, Council approved a grant agreement (\$415,000) with Catholic Charities for a City-sponsored HOST Program for the period from August 2015 to June 2016 (Fiscal Year 2015/2016). This agreement was subsequently amended to provide for the purchase and operation of a mobile bathroom-shower trailer (\$87,450) to be utilized as an outreach tool to further engage homeless persons into supportive services, bringing the total amount under the agreement to \$502,450.
2. HOST is a multi-disciplinary street outreach team that works to engage unsheltered homeless into services with the ultimate goal of placing them into housing as part of the “Housing First” model. HOST coordinates services in partnership with local providers including Social Advocates for Youth and Buckelew Programs, and also works with law enforcement, parks systems and water agencies to address issues that arise from activities related to homelessness. The primary service area for the City-sponsored HOST Program is downtown Santa Rosa.
3. On June 14, 2016, Council approved a grant agreement for the HOST Program (\$466,450) for the period from July 1, 2016 to June 30, 2017 (Fiscal Year 2016/2017). This agreement was subsequently amended to provide additional rapid re-housing resources (\$125,000), bringing the total amount under the agreement to \$591,450.
4. The proposed HOST Agreement includes a detailed scope of services, a budget, and a quarterly status report, Exhibits A through C, respectively, to the HOST Agreement, attached. Catholic Charities is proposing to continue operating the mobile bathroom-shower trailer providing up to 90 showers weekly with the initial locations as follows: City Hall parking lot, Roseland Village, Doyle Community

Park, and at other locations which benefit Santa Rosa residents, subject to approval by the City.

5. The proposed HOST Agreement, if approved, will provide \$466,450 for the period from July 1, 2017 to June 30, 2018 (Fiscal Year 2017/2018), broken down as follows: \$415,000 for program operations plus \$51,450 for trailer operations. The balance of the \$125,000 allocated for rapid re-housing under the Fiscal Year 2016/2017 agreement will be rolled over for use during Fiscal Year 2017/2018. The Sonoma County Community Development Commission is in the process of finalizing its budget for Fiscal Year 2017/2018, which will include funding for the HOST Program.
6. Additional funds may be allocated from the \$600,000, approved as part of the Fiscal Year 2017/2018 budget, for the expansion of services under the HOST Program. The HOST Agreement provides the City Manager, or designee, the authority to execute amendments to the agreement.

#### PRIOR CITY COUNCIL REVIEW

##### Samuel L. Jones Hall Homeless Shelter

On June 30, 2015, Council, by Resolution No. 28658, approved an operating agreement for the Year-Round Program, in the amount of \$442,803, with Catholic Charities for the period July 1, 2015 to June 30, 2016 (Year One) and July 1, 2016 to June 30, 2017 (Year Two) to align with the County's funding agreement.

On June 30, 2015, Council, by Resolution No. 28659, approved an operating agreement for the Winter Shelter Program, in the amount of \$130,000, with Catholic Charities for the period July 1, 2015 to June 30, 2016 (Year One) and continuing in effect until terminated subject to appropriation of funding by Council and the County.

##### HOST Program

On August 11, 2015, Council, by Resolution No. 28678, approved a grant agreement for the HOST Program, in the amount of \$415,000, with Catholic Charities for the period August 11, 2015 to June 30, 2016 (Fiscal Year 2015/2016).

On November 3, 2015, Council, by Resolution No. 28707, approved an amendment to the grant agreement for the HOST Program, in the amount of \$87,450, with Catholic Charities for the purchase and operation of a mobile bathroom-shower trailer, bringing the total grant under the agreement to \$502,450 (Fiscal Year 2015/2016).

On June 14, 2016, Council, by Resolution No. 28793, approved a grant agreement for the HOST Program, in the amount of \$466,450, with Catholic Charities for the period July 1, 2016 to June 30, 2017 (Fiscal Year 2016/2017).

On February 14, 2017, Council, by Resolution No. RES-2017-021, approved an amendment to the agreement for the HOST Program, in the amount of \$125,000, with Catholic Charities bringing the total grant under the agreement to \$591,450 (Fiscal Year 2016/2017).

### ANALYSIS

1. Early activation of the Winter Shelter Program for a year-round 50-bed housing-focused shelter is allowed without modifying the Conditional Use Permit pursuant to Council's proclamation of local homeless emergency, which provides the City with greater flexibility to address the homeless crisis.
2. Catholic Charities has successfully operated the Shelter for more than eleven (11) years, including the winter shelter bed program for the past four (4) years; responded to neighborhood concerns in a timely manner; and met compliance reporting requirements.
3. Catholic Charities has successfully operated the HOST Program during its initial pilot phase (August 2015 to June 2016) and during the current Fiscal Year 2016/2017) serving 278 unsheltered persons through March 31 (Quarter 3) of which 100% completed vulnerability assessments (VI-SPDAT), 224 (81%) were provided safe shelter and 51 (18%) were housed. As of the third quarter, 50 (98%) individuals have retained their housing.
4. Continued support of these programs, along with the other homeless services programs supported by the City, aligns with the Council's priority to address homelessness in our community. For Fiscal Year 2018/2019 staff is proposing to issue a Request for Proposals (RFP) for homeless services, including but not limited to those services provided at Samuel L. Jones Hall Homeless Shelter or through the Homeless Outreach Services Team (HOST).
5. Staff is seeking Council's approval to execute the SJH and HOST agreements.

### FISCAL IMPACT

The proposed SJH Agreement, if approved, will provide \$572,803 (\$442,803 for the Year-Round Program plus \$130,000 for the Winter Shelter Program) broken down as follows: \$338,303 from the General Fund and the balance from the Community Foundation of Sonoma County (\$69,500) and the County (\$165,000), approved by Council as part of the Fiscal Year 2017/2018 budget. As part of the Fiscal Year 2017/2018 budget, Council approved \$250,000 re-appropriated from the \$3 million Housing Action Plan NOFA (Notice of Funding Availability from Fiscal Year 2016/2017) plus \$350,000 from unassigned General Fund Balance (2017/2018), for a total of \$600,000, to expand homeless services, including the early activation of the Winter Shelter Program to allow for a year-round 50-bed housing-focused shelter. Additional funds may be allocated from the \$600,000 for this purpose.

The proposed HOST Agreement, if approved, will provide \$466,450 (\$415,000 for program operations plus \$51,450 for trailer operations) for Fiscal Year 2017/2018 from the General Fund, approved by Council as part of the Fiscal Year 2017/2018 budget. Additional funds may be allocated from the \$600,000, noted above, for the expansion of services under the HOST Program.

#### ENVIRONMENTAL IMPACT

The proposed services under the SJH Agreement and HOST Agreement are 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 (HOST Agreement)
- Resolution/Exhibit A (SJH Agreement)

#### CONTACT

Kelli Kuykendall, Acting Homeless Services Manager, [kkuykendall@srcity.org](mailto:kkuykendall@srcity.org), 543-3315