

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: MEGAN BASINGER, DIRECTOR
HOUSING AND COMMUNITY SERVICES
SUBJECT: SECOND AMENDMENT TO OPERATING AGREEMENT FOR
THE SAFE PARKING PROGRAM F002431 WITH CATHOLIC
CHARITIES OF NORTHWEST CALIFORNIA EXTENDING TERM
FROM MARCH 31, 2026 TO JUNE 30, 2026 AND
APPROPRIATING FUNDS FROM THE HOMELESS FUND
RESERVES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

The Housing and Community Services Department recommends that the Council, by resolution: 1) approve the Second Amendment to Operating Agreement Number F002431 with Catholic Charities of the Diocese of Santa Rosa DBA Catholic Charities of Northwest California, Santa Rosa, California to extend the term of the Safe Parking Program from March 31, 2026 to June 30, 2026, and increase compensation in the amount of \$250,000, for a total contract not to exceed \$1,200,038.72; 2) authorize the Director of Housing and Community Services to make non-substantive changes to the Amendment, subject to approval by the City Attorney, and execute the Second Amendment; and 3) appropriate funds from Homeless Fund reserves in the amount of \$245.81 necessary to fund the Second Amendment. This item is requesting appropriations for one-time funding.

EXECUTIVE SUMMARY

Since January 1, 2022, the City has contracted with Catholic Charities of the Diocese of Santa Rosa DBA Catholic Charities of Northwest California (Catholic Charities) for operation of the Safe Parking Program (Program). The current operating agreement commenced January 1, 2024 and is set to expire March 31, 2026, necessitating the execution of a Second Amendment to Operating Agreement Number F002431 with Catholic Charities (Second Amendment) to extend the term of the Program to June 30, 2026 and increase compensation in the amount of \$250,000 for a total contract not to exceed \$1,200,038.72.

GOAL

This item relates to Council Goal #5 - Plan for and Encourage Housing for All and Reduce Homelessness as the Program addresses vehicular homelessness in Santa Rosa.

BACKGROUND/PRIOR COUNCIL REVIEW

1. On December 7, 2021, Council approved Catholic Charities as the operator of the Program and execution of an initial operating agreement in the amount of \$1,299,826 for the period January 1, 2022, to December 31, 2022 (Year One) with an option to extend for the period January 1, 2023 to December 31, 2023 (Year Two).
2. The City has extended operations beyond the initial two-year period via a series of agreements with the First Amendment to Operating Agreement Number F002431 expiring on March 31, 2026. Operations of the Program under Operating Agreement Number F002431 and First Amendment to Operating Agreement Number F002431, for the period January 1, 2024 to March 31, 2026, have been supported with resources from the City (American Rescue Plan Act (ARPA) and General Fund) and the Sonoma County Community Development Commission. Operations have also been supported by funding from the State of California's Encampment Resolution Funding (ERF) Program grant included in a separate agreement (Number F002731) with Catholic Charities.
3. The Program, located in a portion of the City-owned parking lot at 55 Stony Point Road, is a housing-focused, low-barrier site providing up to 52 parking spaces for persons experiencing homelessness to safely park their vehicle or RV with access to basic services, such as food, sanitation and shower facilities, and wrap-around services targeted at ending their homelessness.
4. Funding has been identified to continue the Program through June 30, 2026 with \$249,754.19 in local funds previously budgeted for homeless services and a one-time appropriation of funds from Homeless Fund reserves in the amount of \$245.81.

ANALYSIS

1. Between opening in March 2022 and December 2025, the Program has achieved the following outcomes:
 - 378 individuals received interim shelter in the Program;
 - 96 individuals (29% of exits) exited to permanent housing;
 - 39 individuals (12% of exits) exited to emergency shelter or other temporary housing.

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2. Catholic Charities has successfully fulfilled its obligations and met the performance standards set forth in the City's operating agreements, including promptly addressing complaints or concerns.
3. Catholic Charities will continue to submit quarterly reports to include the outcomes outlined above along with narratives on the Program's progress, client engagement and feedback process, and explanation of any exits to the street or unknown destination.
4. Approval of the proposed Second Amendment will authorize the expenditure of \$250,000 for continued operation of the Program through June 30, 2026.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. This item is requesting a one-time appropriation of funds from Homeless Fund reserves in the amount of \$245.81. The updated budgeted FY 2025/2026 surplus of the Homeless Fund 1209 is \$680,319.71. The balance (\$249,754.19) is from local funds previously budgeted for homeless services including a bequest of funds.

ENVIRONMENTAL IMPACT

This Program has been found in compliance with the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities, and CEQA Guidelines Section 15183, Projects Consistent with a Community Plan, General Plan or Zoning. Specifically, the Program consists of the operation of an existing public facility involving a negligible expansion of the existing parking lot use. In addition, the Program implements the project site's Public Institutional General Plan and Zoning classifications, and General Plan policies, by providing a facility to support the public.

In addition, the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(a) (Class 1 – Existing Facilities), which exempts the operation, repair, maintenance, or minor alteration of existing public facilities involving negligible or no expansion of existing or former use. The Safe Parking Program operates within an existing City-owned parking lot at 55 Stony Point Road and involves continued use of the site for temporary vehicle parking and associated support services, with no physical expansion or new construction.

The Program is also exempt from Section 15269(c) of the Guidelines because the proposed actions are necessary to prevent or mitigate an emergency under the City's Local Homeless Emergency Declaration and therefore are statutorily exempt from CEQA. Therefore, no further environmental review is required.

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The proposed Second Amendment extends the term and funding of an existing operating agreement only and does not approve any new physical development. Therefore, no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A – Second Amendment to the Operating Agreement for the Safe Parking Program

PRESENTER(S)

Sasha Brown, Program Specialist II