



**TO:** Elizabeth A. Pauli, City Manager  
**FROM:** Allyson Griffith, Assistant Director, Neighborhood and Community Services  
Linda Stewart, Director, Neighborhood and Community Services  
**COPY:** City and City Clerk  
**SUBJECT:** Resolution – Lease Agreement with First Christian Church for development of micro-shelter site  
**DATE:** October 20, 2020

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**SUMMARY AND PURPOSE:**

A resolution authorizing the execution of a lease agreement with First Christian Church (FCC) for use of property located at 602 N. Orchard Street through July 31, 2023, for the establishment and operation of a temporary emergency micro shelter site. The lease agreement establishes that the timeline for operation of this site would be through June 30, 2023, with demobilization of the site (removal of fencing, structures, infrastructure, etc.) occurring during July 2023.

**BACKGROUND:**

The City must increase our temporary shelter capacity to serve individuals experiencing homelessness located in unauthorized encampments. Health directives related to COVID-19 require the City to consider non-congregate shelter options such as micro-shelter sites, as safer and more effective than expansion of existing congregate shelter. The 6<sup>th</sup> and Orchard location was identified by community members and service providers during a community-wide convening conversation in 2019, which focused on identifying possible temporary and emergency shelter locations throughout the City.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

The lease agreement is for property located at 602 N. Orchard Street. Council received an introduction to the proposed location during the Study Session on September 15, 2020, after which Councilmember Hines issued a statement in support that was carried by local media outlets. Councilmember Hines and City staff attended the West End Neighborhood Council on September 16<sup>th</sup> to give a high level briefing to community members. Council received a full briefing on the project during the September 29, 2020, Study Session which was immediately followed by a press release. A postcard mailer was sent to properties between S. 12<sup>th</sup>-N. 21<sup>st</sup> between Pearl and Stevens, inviting community members to participate in a virtual town hall to receive information about the site and address community questions and concerns. Staff also conducted door to door outreach when they identified that some addresses had not received the initial mailer. In addition to postcard mailings and virtual meetings, individual community members are being contacted as they inquire about the project and staff performed phone and door to door outreach to properties immediately bordering the site. Community members interested in volunteering at the site are invited to assist with site set up and ongoing supports (clothing and food donations, on-site projects).

Pending Council authorization to execute an operating contract, the Low Income Housing Institute (LIHI) will operate the micro shelter site; an essential element of the LIHI standard operating model establishes a community advisory council, which meets monthly to discuss area questions and concerns. Members of the community are invited to participate in the community advisory council.



**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:** *(Mandatory)*

**Livability:** *Equity Index Score:* High Opportunity

Increase positive public perception of safety and overall quality of life.

**Explain how your legislation will affect the selected indicator(s).**

Encampments and the associated litter and debris detract from the community’s overall perception of public safety. Prior to COVID-19 the City already had limited shelter capacity. Approving this agreement will allow the development of a micro shelter site, thereby increasing shelter capacity. Establishing a micro-shelter site should contribute to increasing the perception of safety by providing a managed site to provide shelter to individuals experiencing homelessness throughout our community, mitigating the impacts of homelessness for the community and individuals experiencing homelessness. The site will host service providers who will provide connections to supportive resources to stabilize and transition individuals to permanent housing. The site itself will have 24/7 management and oversight, will be fenced and have security cameras, and establish a community advisory council to provide a community platform to discuss concerns including safety and security. This site is a temporary shelter site only for individuals registered as site residents. Site residents must actively engage in case management and other supportive programs that advance their plans to become housed. Placement into housing is a priority for every resident of the site.

**ALTERNATIVES:**

Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Do not approve lease agreement	N/A	1. Will need to quickly identify alternate locations to increase shelter capacity 2. Community will continue to experience impacts from unauthorized encampments while staff evaluates alternate locations



**EVALUATION AND FOLLOW UP:**

Once agreements are executed and the site is operational, Neighborhood and Community Services will provide regular updates to Council detailing the following information:

1. Number of residents currently on site
2. Number of residents served by the site over time
3. Number of employed residents
4. Number of residents engaged in housing plans
5. Number of exits from the site and number of individuals transitioned to housing

**STAFF/SPONSOR RECOMMENDATION:**

Staff recommends approval of this lease agreement with FCC.

**FISCAL IMPACT:**

Please provide a short summary of the fiscal impacts associated with the grant, agreement, policy action, or other action.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1. 1195-FGRT ESG CARES Act Grant	730800	5330100	\$102,000
2. 1195-FGRT ESG CARES Act Grant	730800	4331282	(\$102,000)
<b>TOTAL</b>			\$102,000

**What Funding is being used to support the expense?** Funds to support this expense will come from an Emergency Solutions Grant (ESG-CV) the City received specifically for addressing homelessness and the City’s response to COVID-19 non-congregate shelter directives.

**Are the expenditures and revenues planned and budgeted in this biennium’s current budget?**

**NO, PLEASE EXPLAIN BELOW**

The City received the ESG-CV following the establishment of the City’s current budget and in direct support of COVID-19 response.

**Are there financial costs or other impacts of not implementing the legislation?**

**YES**

If the City does not approve this lease there will be no expansion of shelter beds in our community at this location which impact the ability to address unauthorized encampments throughout the community resulting in increased



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costs for cleanup and other associated costs for individuals experiencing homelessness particularly as we enter an inclement weather period.

**Will the legislation have an ongoing/recurring fiscal impact?**

**YES**

There will be a fiscal impact through mid-2023 but all costs are offset through the use of Federal funds.

**Will the legislation change the City's FTE/personnel counts?**

**No**

**ATTACHMENTS:**

Draft agreement with First Christian Church