

Agenda Report

January 18, 2023

TO: Honorable Mayor and City Council

FROM: Housing Department

SUBJECT: AMENDMENT TO THE FISCAL YEAR 2023 ADOPTED OPERATING BUDGET AND AUTHORIZATION TO AMEND CONTRACT NO. 31830 WITH THE FID GROUP DBA FRIENDS IN DEED WITH ADDITIONAL FUNDING FOR THE PROVISION OF MOTEL VOUCHERS

RECOMMENDATION:

It is recommended that the City Council take the following actions:

- 1) Find that the recommended actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b) (3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment;
- 2) Amend the Department of Housing's Fiscal Year 2023 Adopted Operating Budget by transferring \$100,000 from the unappropriated fund balance in the General Fund (101) to the Housing Department's Other Housing Fund (238) for expenses associated with the provision of weather-activated motel vouchers to people experiencing homelessness as detailed in the background section of this report;
- 3) Authorize the City Manager to amend Contract No. 31830 with The FID Group, dba Friends In Deed, to increase the total contract value by up to \$50,000 for emergency shelter services as detailed in the body of this report;
- 4) Authorize the City Manager to further amend Contract No. 31830, if necessary, such that the total contract award may be increased by an additional \$50,000 as detailed in the body of this report; and
- 5) To the extent the amendments could be considered a separate procurement subject to the Competitive Selection Process, grant the contract an exemption pursuant to Pasadena Municipal Code (PMC) Section 4.08.049(B), contracts for which the City's best interests are served. These transactions are exempt from

competitive bidding per PMC Section 4.08.030 and City Charter Section 1002(F) based on contracts for professional or unique services.

BACKGROUND:

Since December 2020, the City has funded the provision of weather-activated motel vouchers for the purpose of hypothermia prevention among residents experiencing homelessness. Motel vouchers are provided by contracted non-profit agencies to unsheltered residents when the overnight temperature is predicted to fall below 40 degrees, there is more than a 40% chance of rain, or winds are predicted to exceed 40 miles per hour. The Department of Housing does not directly administer motel vouchers. Non-congregate shelter, such as these motel-based shelter services, has been recommended as the preferred shelter model by the U.S. Department of Housing and Urban Development and the Centers for Disease Control and Prevention to mitigate the spread of infectious disease such as COVID-19 and influenza. From December 1, 2022 through January 10, 2022 the City experienced a 46% increase in the incidence of rain over the same dates a year prior. At the same time, fewer grant funds are available this winter to support these services as all remaining federal Emergency Solutions Grant ("ESG") funding authorized by the CARES Act has been spent or allocated to other projects serving people experiencing homelessness. As such, the Department of Housing requests \$100,000 from the General Fund which will be used to expand the provision of weather-activated motel vouchers.

On October 3, 2022, Council approved the third amendment to the subject Contract No. 31830 with the FID Group dba Friends In Deed to add \$25,000 of federal Emergency Solutions Grant (ESG) funding, and extending the term through June 30, 2023. This is the third winter season in which the contract has supported weather-activated motel-based shelter services for the City's unsheltered residents with ESG funds. Given the sharp increase in weather-activation of motel voucher services that has been seen thus far this winter season, staff recommends adding an initial \$50,000 of General Funds to Contract No. 31830 to allow Friends In Deed to better meet the demand for shelter services during inclement weather. Also, as recommended, should there be further unmet need this winter season, the City Manager shall have the authority to further amend Contract No. 31830 by increasing the budget with an additional \$50,000 of General Funds to sustain weather-activated motel voucher services this winter season. This proactive addition of additional funds will better allow Friends In Deed to meet the demand for shelter services in inclement weather so that the agency does not have to ration its resources in order to last the whole season.

The Department recommends a competitive selection exemption due to Friends In Deed's demonstrated success and existing infrastructure to administer motel-based emergency shelter, including weather-activated motel vouchers. It is in the City's best interest to support the expansion of this program to protect residents experiencing homelessness from hypothermia during inclement weather.

ENVIRONMENTAL ANALYSIS:

The actions proposed herein are exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The approval of amendments to the Department's FY 2023 Operating Budget and an existing contract to add funding will not have a significant effect on the environment and, hence, is not subject to CEQA.

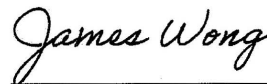
COUNCIL POLICY CONSIDERATION:

Approval of the recommended actions will expand the provision of weather-activated, motel vouchers for people experiencing unsheltered homelessness in Pasadena during the 2022-2023 winter season. This action is consistent with the City Council's goal to support and promote the quality of life and local economy. The proposed actions are in accordance with the Pasadena Continuum of Care system, General Plan Housing Element, Five-Year Consolidated Plan, and Five-Year Public Housing Authority Plan.

FISCAL IMPACT:

Approval of the recommended actions will increase the Department of Housing's Fiscal Year 2023 Adopted Operating Budget in the Other Housing Fund (238) by \$100,000 for the contract amendment and extension with Friends in Deed. The General Fund's unappropriated fund balance will decrease by \$100,000.

Respectfully submitted,



for WILLIAM K. HUANG
Housing Director

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Approved by:


MIGUEL MÁRQUEZ
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