



**OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR  
65 Civic Avenue  
Pittsburg, CA 94565**

**TO:** Mayor/Chair and Council/Governing Board Members

**FROM:** Garrett Evans, Executive Director/City Manager

**SUBJECT:** Adoption of a City Council Resolution Authorizing the City Manager to Execute an Agreement between the City of Pittsburg and Contra Costa Health Services for Coordinated Outreach Referral and Engagement (CORE) Program Services and a Housing Authority Resolution Authorizing the Use of Housing Successor Agency Funds

**MEETING DATE:** June 17, 2024

**EXECUTIVE SUMMARY**

The City and Contra Costa Health Services (Contractor) propose to enter into a 3-year agreement (Agreement) for Coordinated Outreach Referral and Engagement (CORE) program services to assist individuals living in a state of homelessness within the boundaries of Pittsburg.

**FISCAL IMPACT**

The total cost of the Agreement for fiscal years 2024/25-2026/27 is \$880,848 The cost breakdown is as follows.

Fiscal Year 2024-2025	\$281,466
Fiscal Year 2025-2026	\$293,790
Fiscal Year 2026-2027	\$305,592

The Agreement will be funded by \$874,738 in PHLA funds and Housing Successor Agency (HSA) funds will be used to pay for the difference between the total cost of the Agreement and the PLHA grant funds, which is anticipated to be \$6,110. HSA funds will also be used as an advance in the event that HCD is delayed in remitting the grant funds to the City.

## **RECOMMENDATION**

City Council adopt the Resolution authorizing the City Manager to execute the Agreement between the City and the Contractor for CORE program services.

The Governing Board of the Housing Authority adopt the Resolution authorizing the use of \$6,110 of HSA funds to help pay for the difference between the total cost of Agreement and the PLHA grant funds and to advance HSA funds as necessary in the event that HCD is delayed in remitting the grant funds to the City.

## **BACKGROUND**

During the COVID-19 pandemic, Governor Newsom established Project Room Key, which turned hotel rooms into non-congregate homeless shelters. The County received Project Room Key funds and used it to lease and operate Motel 6 as a shelter, offering 174 rooms. A more common homeless shelter set up consists of one large, shared space with rows of beds. Under Project Home Key, people were able to have private spaces, thereby minimizing the spread of COVID.

Through the State's Project Home Key program, the County acquired Motel 6 and turned it into a permanent shelter named Delta Landing in 2022. Conversion of Motel 6 into a shelter has financially impacted the City because Motel 6 was no longer able to generate and pay transient occupancy tax to the City. To help ease some of the impacts, the County funded a CORE Team dedicated to Pittsburg (Pittsburg CORE Team) for fiscal years 2021/22 and 2022/23. The County's funding of the Pittsburg CORE Team expired on June 30, 2023.

In September 2017, the California Legislature approved Senate Bill 2, known as the Building Homes and Jobs Act (Act), which established a \$75 recording fee on real estate documents to increase the supply of affordable housing. The Act established the Permanent Local Housing Allocation (PLHA) program administered by the California Department of Housing and Community Development (HCD).

The City has been awarded PHLA grant funds by HCD. One of the eligible activities under this grant is to assist persons who are experiencing or at risk of experiencing homelessness including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.

On June 19, 2023, City Council Resolution 23-14316 approved an agreement ("Initial Agreement") between the City and the Contractor with a cost of \$269,729 and a term that commenced July 1, 2023 and expires June 30, 2024. This Resolution also approved the use of \$200,683 of PLHA grant funds to pay for a portion of the "Initial Agreement". On the same date, the Governing Board of the Housing Authority authorized the use of \$69,046 of HSA funds to pay for the difference between the cost of the Initial Agreement and the PLHA funds.

Continuing the efforts of the Pittsburg CORE Team is important because it adds another layer of service made available to the unhoused.

## **SUBCOMMITTEE FINDINGS**

This item was discussed in the Life Enrichment Subcommittee meeting on May 15, 2024.

## **STAFF ANALYSIS**

The CORE program works to engage and stabilize homeless persons and families through consistent outreach and to refer the unhoused to resources such as shelters, daytime drop-in care centers, emergency food, job training, healthcare, mental health counseling, transportation, substance abuse treatment, and other services. CORE teams serve as an entry point into the County's coordinated entry system for the unhoused and work to locate, engage, stabilize, and house chronically homeless individuals and families.

Pursuant to the Initial Agreement, the Pittsburg CORE Team consists of 2 staff members who will each work 40 hours per week, Monday-Friday, 8 am-4 pm. The work schedule may be revised based on the City's needs. The Pittsburg CORE Team will provide the following services:

- Identify and initiate contacts with homeless individuals living on the streets, assess their housing and service needs, and facilitate connections to shelter, benefits, behavioral health and primary healthcare services.
- Respond to calls for outreach and engagement from the City staff.
- Conduct a standardized intake and needs assessment assuring all homeless individuals contacted are entered into the Homeless Management Information System used by the Contractor.
- Conduct VI-SPDAT (Vulnerability Index-Service Prioritization Assistance Tool), a housing assessment tool assuring that homeless individuals who are provided services hereunder are entered into the Coordinated Entry system for prioritizing their needs for longer term housing.
- Partner with assigned City officer(s) during CORE Team's work shifts throughout the week as needed and as determined by the City.
- Connect homeless individuals, also designated as "homeless clients," via phone or in person with other points in the homeless service continuum including, but not limited to, interim housing, substance abuse treatment, mental health counseling, benefits, etc.
- Perform special assignments that include, but not limited to, homeless counts and presentations.
- Conduct patrols of strategic areas within the city limits on foot and via vehicle.
- Observe and report threats to the health and/or safety of homeless individuals (or threats by homeless individuals to the health or safety of others) encountered in the field and determine the need to request for uniformed police, fire or other emergency personnel.
- Maintain direct communications with the City's Police Department to report illegal activity.
- CORE Team supervisors and outreach workers will participate in monthly meetings with the City's Police Management, as well as with public and private partners as deemed appropriate by the City.
- Contractor will provide a monthly report to the City which will describe the services rendered during the previous 30 days, as well as the names of the persons rendering the service.

The City anticipates receiving the following PLHA funds:

2020 Allocation	\$59,167
2021 Allocation	\$543,278
<u>2022 Allocation</u>	<u>\$272,293</u>
Total PLHA Funds Available	\$874,738

If approved by the City Council, staff will submit the drawn down request of \$874,838 to HCD, along with a copy of the executed Agreement between the City and the Contractor. The Agreement may be extended for additional one-year periods with written consent from the City and Contractor.

The homeless crisis is not particular to any city. Because most cities do not have the resources to tackle homeless issues on their own, many cities partner with counties and service providers as an efficient and cost effective way of addressing homelessness. The City is no different. For example, the City uses some of its Community Development Block Grant funds to fund organizations who provide meals and conduct food distribution and administer healthcare services to the unhoused. Various housing funds have been used to assist projects that constructed residential units for those who were previously homeless or at the verge of homelessness. The City also provides in-kind services to assist the shower program offered to the unhoused. The City is dedicated to working with its partners in providing resources and assisting in the homeless efforts.

ATTACHMENTS:      Agreement  
                            City Resolution  
                            Housing Authority Resolution

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