



## MEMORANDUM

Date: 12/13/2018  
To: Michael Gause, Continuum of Care Coordinator  
From: Kelli Kuykendall, Housing and Community Services Manager  
Subject: State HEAP Funding Request

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Michael,

The purpose of this memo is to propose the use of approximately \$3.6 million in State Homeless Emergency Aid Program (HEAP) funds for capital improvements and operating expenses at two, city-owned facilities, the Samuel L. Jones Hall Homeless Shelter and Bennett Valley Senior Center. Staff is proposing to use these funds in two phases as follows:

### **Phase I: Samuel L. Jones Hall Homeless Shelter Roof Replacement, \$2 million**

The Samuel L. Jones Hall Homeless Shelter (SJH), operated by Catholic Charities, is a housing-focused, low barrier shelter providing up to 213 year-round beds for single adults. The Bennett Valley Senior Center was closed in September 2018 due to declining participation and growing maintenance and repair costs. Phase I involves replacing the roof at SJH and utilizing the Bennett Valley facility as a temporary shelter to relocate SJH clients during construction. The roof replacement is estimated at \$1.5 million plus \$500,000 (capital and operating) for activation of the Bennett Valley facility for a combined total of \$2 million. The estimated timeline for Phase I is Summer 2019 to Summer 2020.

### **Phase II: Navigation Center at Bennett Valley site, \$1.6 million**

Subject to City Council direction on the use of the Bennett Valley site, staff is proposing to issue a Request for Proposals (RFP) to activate a Navigation Center utilizing the existing facility to provide shelter beds and the parking lot for temporary structures. Preliminary design concepts include travel trailers with fire sprinklers and a heat source with access to shared cooking and bathroom facilities, estimated at \$1.1 million for capital improvements and operating costs for the first year plus approximately \$500,000 in operating costs for year two through June 2021 in alignment with HEAP expenditure requirements. An alternate funding source will need to be identified for continued operation of the site beyond this timeframe. The estimated timeline to implement Phase II is Summer 2020 upon completion of the construction at Sam Jones Hall.

Feel free to contact me should you have any questions at 543-3315 or [kkuykendall@srcity.org](mailto:kkuykendall@srcity.org).

Thanks for your consideration, Kelli