



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND COUNCIL DATE: SEPTEMBER 25, 2018
FROM: OFFICE OF HOMELESS SOLUTIONS WARDS: ALL
SUBJECT: OFFICE OF HOMELESS SOLUTIONS SIX MONTH UPDATE

ISSUE:

Receive a six month update on City efforts to address homelessness in Riverside.

RECOMMENDATIONS:

That the City Council:

1. Receive a six month update on City efforts to address homelessness in Riverside;
2. Authorize the City Manager, or his designee, to execute a Professional Consultant Services Agreement with LeSar Development Consultants, Inc., in an amount not to exceed \$49,500 of Measure Z funds to prepare a homeless operations training program and evaluation of existing programs and policies, including making minor corrections as necessary;
3. Authorize the City Manager, or his designee, to execute a Professional Consultant Services Agreement with LeSar Development Consultants, Inc., in an amount not to exceed \$49,500 in Measure Z funds to undertake a series of activities to provide the Office of Homeless Solutions with a roadmap for the development of permanent supportive housing, making minor corrections as necessary;
4. Find that a sole source bid circumstance exists under Section 702(c) of the City Purchasing Resolution 23256 where services rendered by LeSar Development Consultants are of a unique nature and at a negotiated price and terms satisfactory to the Director of the Office of Homeless Solutions;
5. Authorize the City Manager, or his designee, to execute Continuum of Care Grant Agreements with the Riverside County Continuum of Care, and any associated documents, to receive \$375,807 in Domestic Violence – Rapid Re-Housing Grant funds to assist twenty-four victims of domestic violence and \$248,563 in Permanent Supportive Housing Bonus grant funds to assist fourteen chronically homeless individuals with housing, case management and supportive services, and sign grant related documents; and
6. Authorize expansion of the Landlord Incentive Program countywide.

BACKGROUND:

On March 13, 2018, the City Council approved the Housing First Plan (www.riversideca.gov/h1plan) to develop housing units and provide services for chronically homeless individuals. Implementation of the Plan will include a mix of development efforts – standalone residential projects along with existing housing stock – in order to produce the much needed housing units. The Plan also includes a variety of strategies and outlines several partnerships, to ensure the City is able to establish and solicit funding mechanisms, create additional partnerships, and have the ability to proactively address the evolving issues surrounding homelessness.

The City Council requested the Office of Homeless Solutions provide an update every six months on its efforts to implement the Plan. The purpose of this staff report is to provide an update, request additional resources, and to request approval to apply for grant opportunities that will assist in the implementation of the Plan.

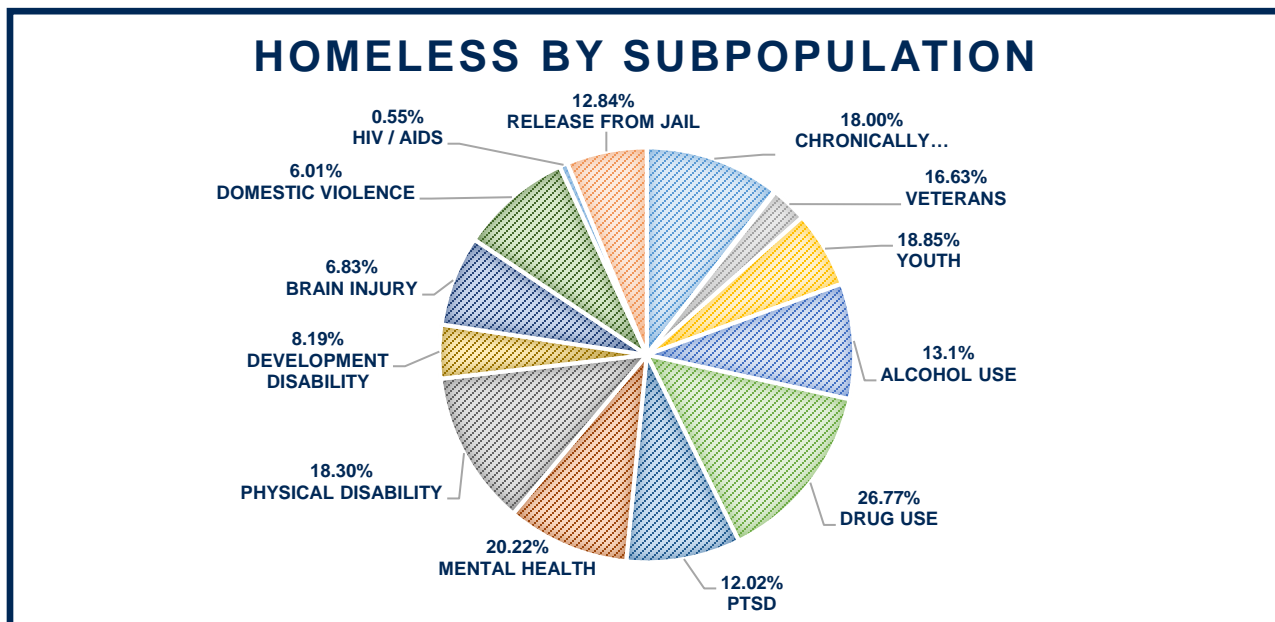
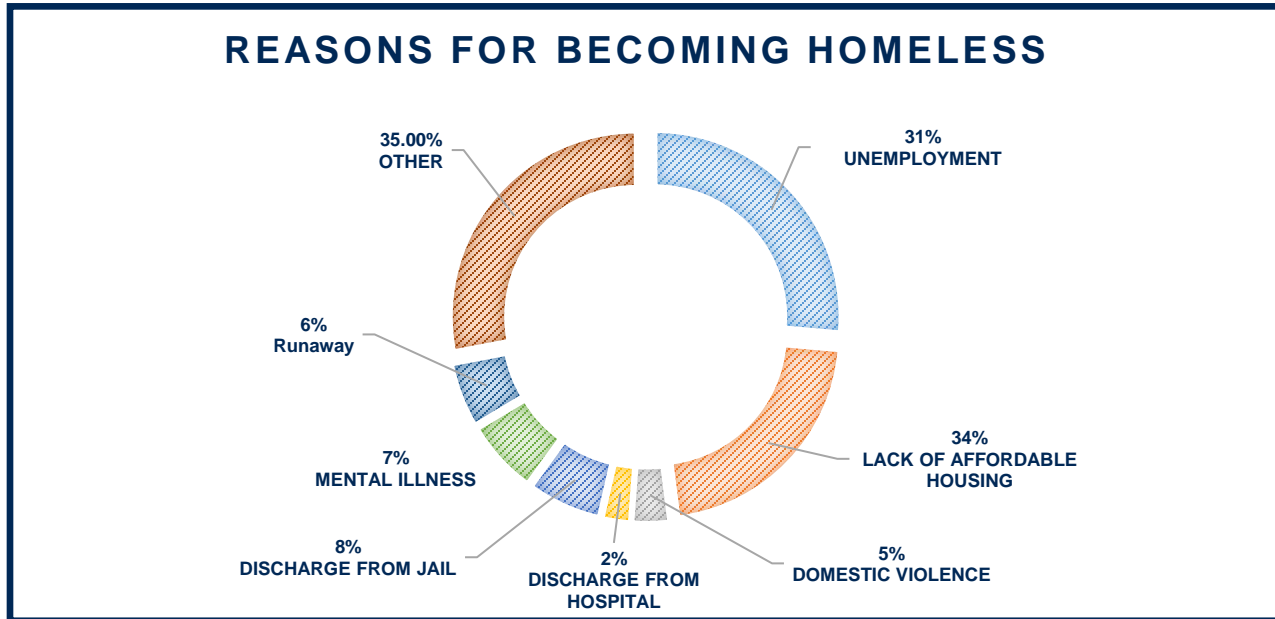
EXECUTIVE SUMMARY:

The City received 2,340 total calls for service related to homelessness, since the first of the year, representing the single largest topic received by the City's 311 service. Over the course of the year, the Office of Homeless Solutions has:

- Identified 366 individuals in annual Point in Time Count as being homeless.
- Housed 44 formally homeless individuals; City staff is on track to place approximately 60 clients by the end of the calendar year.
- Prequalified 71 households experiencing homelessness for rental assistance of which 15 have recently identified a residential unit.
- 553 Housing First units have been identified.
- 34 Housing First units have been entitled among 140 affordable housing units.
- 160 beds are available between Hulen, Path of Life, and the I Care Shelter.
- Housing Search Program – staff is identifying available housing units on the open market, as a critical component to quickly producing permanent supportive housing opportunities.
- Landlord Incentive Program – the Program helps recruit available housing units that could serve a permanent supportive housing function.
- Housing First Pilot Program – the City and the Housing Authority of the County of Riverside have formed a partnership to offer long term rental assistance to support greater permanent supportive housing opportunities.
- Riverside At Work Program – with the Human Resources Department, the Office of Homeless Solutions launched the Riverside At Work program seeking vocation rehabilitation and labor force re-entry.
- Office of the Mayor
 - Pilot Social Work Internship Program - In partnership with three local universities and Path of Life Ministries, the Mayor's Pilot Social Work Internship will place 13 graduate-level interns at six non-profit community based organizations with the purpose of connecting homeless individuals and families and those on the verge of homelessness to services within the city.
 - The Mayor's leadership and outreach to faith-based communities has identified new resources and assets that can potentially lead to the production of Housing First units throughout the City like the Grove Community Church, which is expected to be completed by mid-December.

DISCUSSION:

On January 23, 2018 the City, in partnership with the County of Riverside, conducted the annual Point-in-Time (PIT) Count and identified 366 unsheltered homeless individuals in the City. This figure represents a 5.9% decrease from the 2017 Point-in-Time Count of 389. The figures below were compiled by data collected through this year’s PIT Count Survey, which can be viewed at: www.dpss.co.riverside.ca.us/files/pdf/homeless/2018-rivco-pit-report-revised-6-6-18.pdf.



The City of Riverside continues to take a proactive approach to addressing homelessness, working in partnership with a wide-range of non-profit organizations, social service agencies, faith-based institutions and the community at-large. Through these collaborations, the City has been able to achieve the following items to assist individuals and families move toward housing stabilization.

Office of the Mayor

The Office of the Mayor has effectively engaged the faith-based community with an initiative entitled Love Your Neighbor: Safety Stability Support. This effort led to significant support for and promotion of the City’s efforts to address homelessness. These efforts include:

Production of Housing First Units

The Mayor’s outreach to faith-based communities has identified new resources and assets that can potentially lead to the production of Housing First units throughout the City. These potential developments include:

FAITH-BASED ORGANIZATION	PROJECT CONCEPT	STATUS
Crest Community Church	Project concept has not been determined.	Identify project concept in the next reporting period.
The Grove Community Church	The Grove Wellness Village: Development of four cottages	Project to be completed by mid-December
La Sierra Community Church	Development of mixed affordable housing project	Community meetings to take place at the end of September
St. Michael’s Episcopal Church	Development of 50 Housing First units	Present the project to Development Committee
Wesley Community Church	Development of mixed affordable housing project	Initial discussions ongoing
Harvest Christian Fellowship	Hulen Campus interior build out	Concepts for build out are being drawn
St. George’s	Housing for seniors, including homeless seniors	Initial discussions ongoing
Evermore Church	Small houses on church property	Initial conversations ongoing
Madison St. Church	Small houses on church property	Initial conversations ongoing

Western Riverside Council of Governments Grant

The Western Riverside Homeless Coalition recognized a need to increase collaboration between neighboring cities and key partners. To accomplish this, the Cities of Corona, Jurupa Valley, Riverside, Path of Life Ministries and the County of Riverside joined forces in this grant to expand limited resources (financial, housing and high-skilled, trained labor), increase regional collaboration, launch a toolkit, and develop the tools needed to reframe the narrative around homelessness in our region.

EXPAND RESOURCES		
<i>Task</i>	<i>Outcomes</i>	<i>Status</i>
Develop and launch an asset mapping survey in each participating city	Survey developed for each city. Jurupa Valley and Riverside launched. 53 Surveys received to date. Data provided to 211 for system updates.	Corona launch expected after HOPE team transition. Follow-up needed in September with 211 to ensure institutionalization.

Conduct extensive outreach efforts to faith community	77 contacts made (29% Corona, 26% JV, 45% Riverside). 66% committed to do more. 22% committed to donating funds. 14% committed to donate land or funds for housing.	Data to be provided to each city by October 1 st
Pilot Landlord Incentive Program	Parameters were set, but did not match WRCOG funding timelines. New approach developed.	Provides partners with a small stipend to pilot a \$500 incentive to landlords who lease to formerly homeless individuals and families. Next steps are to develop marketing materials that can be used by all partners to recruit landlords.

INCREASE REGIONAL COLLABORATION

<i>Task</i>	<i>Outcomes</i>	<i>Status</i>
Conduct partner meetings to increase communication	8 partner meetings occurred and they increased communication between key personnel.	Meetings will continue until grant is closed out.
Conduct joint case conferencing meetings	Group determined that not all partners had the resources to participate in a joint case conferencing meeting. Instead it was determined that all agencies would be encouraged to attend 12 meetings and that the Riverside's staff would proactively communicate results to other cities when they could not attend.	Ongoing. As additional cities employ dedicated staff to serve our neighbors without homes, perhaps this item can be revisited.

DEVELOP A TOOLKIT

<i>Task</i>	<i>Outcomes</i>	<i>Status</i>
Develop a toolkit to be shared across Western Riverside County	Content development. Staff decided not to house on WRCOG website. Training topics include: Helping Without Hurting, Homeless 101, Outreach, and Housing Navigation. Site will also include policies, asset mapping survey, and outreach/communication materials.	Final training videos are in post-production. Discussions with county to determine if we can host on their website, initial conversation was promising. If not, the City of Riverside will host and share.

REFRAME NARRATIVE

<i>Task</i>	<i>Outcomes</i>	<i>Status</i>
Develop communication tools	Completed.	Will be released with the toolkit.

Expand Advocates	Extensive Progress made via outreach efforts.	Ongoing communication needed by each individual city.
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Pilot Social Work Internship Program

This Program will place 13 social work interns (under professional supervision) at faith-based organizations, with the aim of expanding social work presence in the city. The Mayor’s Office has partnered with Path of Life Ministries to implement the pilot project, and Path of Life Ministries has hired a licensed clinical social worker who serves as the field supervisor for the 13 social work interns. This team member will also be responsible for seeking long-term grant and foundation-type funding to continue the program.

Marketing Video

In partnership with Harvest Christian Fellowship’s production team, the Mayor’s Office has created a short minute marketing video for the Love Your Neighbor Initiative. The video will be given to our partner organizations as marketing material, and will also be distributed to all faith-based organizations in Riverside as part of a larger Love Your Neighbor marketing campaign.

311 Calls for Service

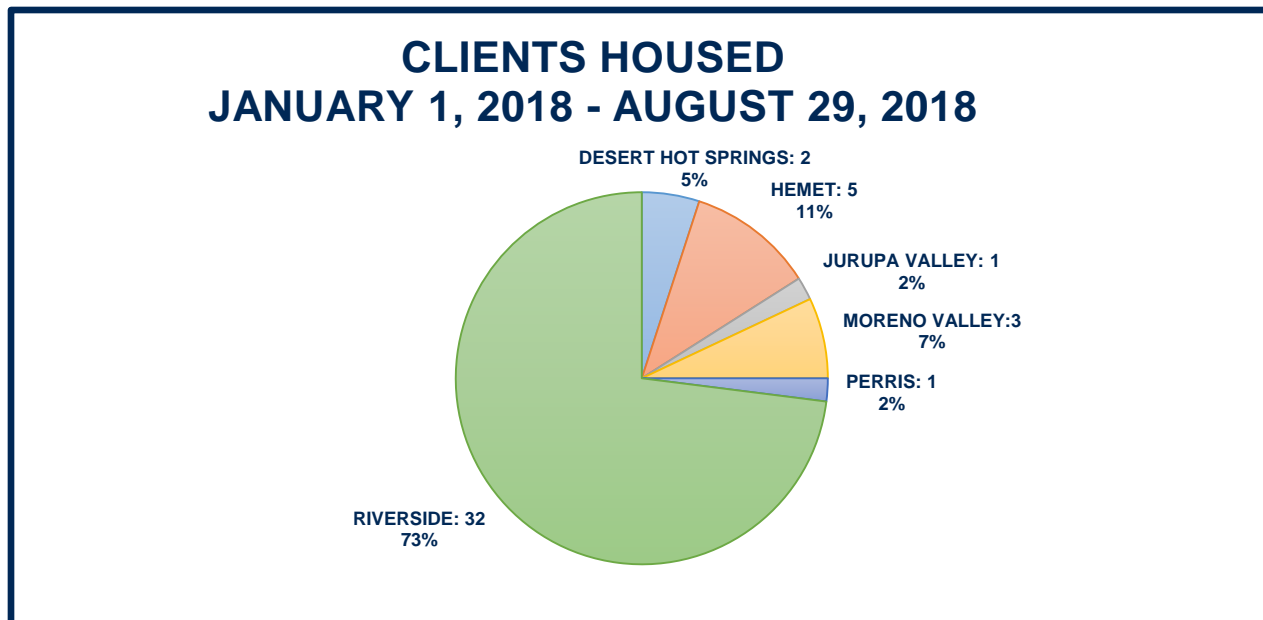
The City continues to address community livability issues related to homelessness through the Police Department, Public Works Department, Parks, Recreation and Community Services Department, Code Enforcement Division, and Homeless Outreach Team. The following table provides the number of 311 calls for service that were made during 2017 calendar year and the reporting period.

311 CALLS FOR SERVICE	2017	1/1/2018 – 7/31/2018
Homeless encampments	1,884	1,056
Homeless debris	1,391	684
RPD – Homeless	867	600

Housing for Persons Experiencing Homelessness

Part of the Plan’s initial success has been both in the identification of existing housing units in Riverside’s multi-family rental housing stock, and in successfully placing formally homeless clients in those units. In order to keep the Office of Homeless Solutions on track to produce sufficient permanent supportive housing units over the next decade to serve the unsheltered homeless population, staff needs to identify four to five rental units per month.

As of August 23, 2018, the Office of Homeless Solutions has successfully housed forty-four formally homeless individuals. At approximately five housing placements per month, the Office of Homeless Solutions is on track to place approximately 60 clients by the end of the calendar year. Below is a breakdown of where these households were able to lease a residential unit.



In addition to the 44 individuals noted above City staff has prequalified 71 households experiencing homelessness for rental assistance of which 15 have recently identified a residential unit. Below is a breakdown of the housing needs for the 56 clients currently searching for a rental unit.

BEDROOM SIZE	PREQUALIFIED FOR RENTAL ASSISTANCE	HUD'S FAIR MARKET RENTS	AVERAGE RENTS IN THE CITY OF RIVERSIDE*
One	39	\$859	\$1,232
Two	11	\$1,033	\$1,537
Three	2	\$1,184	\$1,870
Four	2	\$1,301	\$2,155

*Source: Rent Café

Housing Search Program

The Office of Homeless Solutions launched a housing search initiative operated with internal staff to identify available housing units that may be made available to offer permanent supportive housing. Since the launch of the program, staff has identified approximately 90 units that could be available for housing. The majority of the 44 individuals already housed have been housed through this Program.

The housing search effort, combined with the Landlord Incentive Program and rental assistance efforts described below, has been successful. There are approximately 50 units on our list with approximately 24 clients actively being considered for such housing units.

Landlord Incentive Program

On April 24, 2018 the City Council approved a Landlord Incentive Program to identify existing rental properties to be made available to Riverside's homeless residents. This short-term strategy allows the City to house clients in the short term while creating new Housing First units through the development of new housing units that can take approximately two to four years to plan, fund and develop.

The Landlord Incentive Program includes the following:

- A. Participation Incentive: \$500 per unit.

- B. Landlord Contingency Fund: Equal to the amount of one month’s rent, not to exceed \$1,250.
- C. Application Assistance: Credit check and application fee if applicable, not to exceed \$50 per lease.
- D. Landlord Liaison and Lease Compliance Counseling.

The City has executed two Landlord Incentive Program Agreements for leased units in the City and there are 16 property owners and property managers who are interested in participating in the Landlord Incentive Program. The Landlord Incentive program is funded with Measure Z. In order to achieve the City’s goals, staff recommends that the Landlord Incentive program operate countywide.

Housing First Pilot Program

To continue housing stability for clients already enrolled in the City’s rental assistance program, the City and County of Riverside have entered into a Memorandum of Understanding to transition participating households to a permanent rental subsidy through the Riverside County Housing Choice Voucher Program that will operate for three years.

Beginning on August 16, 2018, City and County Outreach and Housing Navigator staff have engaged 59 homeless individuals in the Downtown area, of which 13 have been prioritized for housing through the City’s rental assistance programs.

Riverside at Work Program

In 2017 the City created the Riverside at Work (RAW) Program, a vocational training and employment program for individuals who have obtained or are actively searching for housing; this is a partnership between the Human Resources Department and the Office of Homeless Solutions. The goal of the program is to provide for stable employment which is a critical element to help people end cycles of poverty and begin pathways to self-sufficiency.

On May 14, 2018 a recruitment fair was held for the RAW Program. Seven individuals were selected to participate in the 12 month program, which is funded by Altura Credit Union, Community Development Block Grant and Comprehensive Personnel Solutions Human Resources Grant funds. The participants will be enrolled with the following agencies.

ACTIVITY	PARTICIPANT(S)
Enrolled in a vocational school	One participant
Enrolled in Goodwill So Cal’s Work Experience Program	Two participants with Fair Housing Council of Riverside County
Enrolled in Human Resources RAW Program	Four participants <ul style="list-style-type: none"> • One placed with Office of Homeless Solutions • One placed with Human Resources • Two placed with Parks, Recreation and Community Services

Proposed Housing First Developments

On March 13, 2018 the City Council approved the twenty-one sites for potential Housing First developments, which consisted of three sites in each City Council Ward. Outlined below is a list of these sites and a status update on the developments of these sites.

WARD 1

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
Yes	Third and Fairmount	1.8	Proposed Aged-Out of Foster Care Youth Housing Development. Request for Proposals to be released in Fall 2018.
Partial	2825 and 2845 Mulberry	0.5	Development of ten permanent supportive housing units. Project was presented to the Downtown Area Neighborhood Alliance and Northside Group Association who support the project. Submitted an application for \$715,000 to the National Housing Trust Fund.
Yes	Lime and Fifth	0.33	Release Request for Proposals in Spring 2019.

WARD 2

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
No	3431 Mt Vernon Avenue	3.43	Future Development
No	Sedgwick and Pennsylvania	1.49	Future Development
Yes	2882 Mission Inn Avenue	0.23	National Partnership Housing Services is working on a proposal for 2 single-family homes with an accessory dwelling unit

WARD 3

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
No	5555 Arlington Avenue	2.5	Owned by County Housing Authority. Future Development
Yes	6963 Streeter Avenue	0.38	Future Development
No	Garden Street	1.04	Future Development

WARD 4

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
No	19900 Grove Community	0.35	Four cottage to be developed. Project to be completed Winter 2018.
No	3165 Washington Avenue	1.43	Future Development
No	7021 Indiana	0.62	Future Development

WARD 5

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
No	3510 Van Buren Avenue	2.78	Future Development
No	Indiana between Jackson & Monroe	1.38	Future Development
No	3751 Everest Avenue	0.91	Future Development

WARD 6

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
No	3685 Polk Street	0.95	Future Development
No	Tyler and Selkirk	0.81	Future Development
No	5375 Van Buren	1.36	Future Development

WARD 7

CITY OWNED	ADDRESS	ACRES	STATUS UPDATE
Yes	Bushnell and Bogart	0.76	Future Development
No	11253 Pierce Street	4.7	Owned by La Sierra University. Approximately 50 units are proposed. National Core has been identified as the proposed developer.
No	Doolittle (between Van Buren and Morris)	4.96	Site is being developed with a light industrial project. Accordingly it will be removed from this development list.
No	6350-6370 Arlington Avenue	3.7	Property owner is interested in selling the property to Jamboree Housing Corporation to develop Housing first units.

In addition to the developments of these sites, the Office of Homeless Solutions has the following affordable housing and Housing First developments moving forward:

DEVELOPMENT	DEVELOPER	NUMBER OF UNITS	STATUS
3343 Fourth Street	Riverside Housing Development Corporation (RHDC)	4 Housing First units	Close escrow on property by September 7 th and submit for building permit
2719 and 2749 Eleventh Street	RHDC	8 affordable housing units with 4 dedicated Housing First units	City Council to consider a Disposition and Development Agreement by late Fall 2018

Mission Heritage	Wakeland Housing Development Corporation	74 affordable housing units with 11 dedicated VASH units	Entitled and pending financing
Entrada (Seventh and Chicago)	Wakeland Housing Development Corporation	65 affordable housing units with 8 dedicated Housing First units	Close escrow on properties by mid-September 2018. Pending financing.
Robinson house	Housing Authority of the City of Riverside	1 affordable housing unit	Pending Community Development Block Grant funding

Potential Funding Opportunities

The Office of Homeless Solutions has applied for and proposes to solicit additional funding as identified in the Potential Funding Opportunities (Attachment 3).

Strategic Planning and Staff Development

In September 2017 the Housing Authority solicited proposals via Request for Proposals 17-05 for the development of a Housing First Strategy for the City. LeSar Development Consultants was found to be the most responsive bidder, and has been a strong partner in both developing the strategic and policy backbones of the Plan, and in development of outcomes that are the discussion points in this report. Recently, Office of Homeless Solutions staff and LeSar Development met to define a strategic path to identify new resources as we strive to build hundreds of new affordable and Housing First units over the next decade. The two proposals include:

Proposal #1

- A. Scope: development of training materials on Housing First and Housing Navigation, and development of a comprehensive encampment policy.
- B. Cost: \$49,500

Proposal #2

- A. Scope: evaluation and streamlining of homeless service delivery and workforce development models; provide policy initiative consultancy; investigate long range funding sources for Housing First projects; and provide an analysis and recommendations for incentives to develop Housing First units as a by-right activity on church properties.
- B. Cost: \$49,500

Staff will fund these proposals with Measure Z funds. The proposed scopes will assist the Office of Homeless Solutions to continue to implement the Plan.

MEASURE Z FUNDING

The City Council allocated \$2 million in Measure Z funds to support Housing First activities. The table below offers an accounting breakdown of the committed uses of Measure Z funds to date.

MEASURE Z FUNDS - FY 17/18				
	Encumbered	Expended	Net	Remaining Balance
Beginning Balance				\$500,000
The Grove - Tiny Houses Project	\$120,000	\$8,615	\$111,385	\$380,000
Landlord Incentive	\$150,000	\$160	\$149,840	\$230,000
Mayor's MSW Program	\$45,000	\$0.00	\$45,000	\$185,000
	<u>\$315,000</u>	<u>\$8,775</u>	<u>\$306,225</u>	
MEASURE Z FUNDS - FY 18/19				
	Encumbered	Expended	Net	Remaining Balance
Beginning Balance				\$500,000
Landlord Incentive	\$190,000	\$0.00	\$190,000	\$310,000
MEASURE Z FUNDS - FY 19/20				
	Encumbered	Expended	Net	Remaining Balance
Beginning Balance				\$500,000
Landlord Incentive	\$230,000	\$0.00	\$230,000	\$270,000
MEASURE Z FUNDS - FY 20/21				
	Encumbered	Expended	Net	Remaining Balance
Beginning Balance				\$500,000
Landlord Incentive	\$270,000	\$0.00	\$270,000	\$230,000
Remaining Balance				\$995,000

FISCAL IMPACT:

There is no fiscal impact to the General Fund. The funding requests identified in this report will be funded by Measure Z funds. Upon receipt of grant funds from the Continuum of Care Domestic Violence Prevention Funds, an increase in the estimated revenues and appropriate expenditures in the same amount will be made to project account(s) established by the Finance Department.

Prepared by: Emilio Ramirez, Office of Homeless Solutions Director
 Certified as to availability of funds: Edward Enriquez, Acting Chief Financial Officer/City Treasurer
 Approved by: Moises Lopez, Deputy City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Professional Consultant Services Agreement with LeSar Development Consultants, Inc. for Permanent Supportive Housing Strategy: Homeless Operations Training and Evaluation
2. Professional Consultant Services Agreement with Lesar Development Consultants, Inc. for Permanent Housing Strategy: Housing Policy and Finance Actions
3. Potential Funding Opportunities