



SUMMARY REPORT

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**Agenda Date:** 3/26/2024

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**To:** Sonoma County Board of Supervisors  
**Department or Agency Name(s):** Department of Health Services  
**Staff Name and Phone Number:** Tina Rivera 707-5650-4774  
**Vote Requirement:** 4/5th  
**Supervisory District(s):** Countywide

**Title:**

Amendment to Agreement for Los Guilicos Village Homelessness Interim Site Services

**Recommended Action:**

- A) Authorize the Director of Health Services, or designee, to execute an amendment to the agreement with the Society of St. Vincent de Paul District Council of Sonoma County, Inc. to continue as the operator of Los Guilicos Village for the period April 1, 2024 through June 30, 2024, for a total agreement cost not to exceed \$1,417,283.
- B) Adopt a resolution authorizing budgetary adjustments to the fiscal year 2023-2024 adopted budget, increasing appropriations in the amount of \$671,790 to reflect revenue and expenditures supporting the operations at Los Guilicos Village for the period April 1, 2024 through June 30, 2024. (4/5th Vote Required)

**Executive Summary:**

The Sonoma County Department of Health Services (hereinafter, "DHS" or "the Department") is requesting the Board authorize the Director of the Department of Health Services, or designee, to execute a first Amendment with St. Vincent de Paul District Council of Sonoma County, Inc. (hereinafter, "SVDP" or "the Contractor") to continue as the operator of Los Guilicos Village (hereinafter, "LG Village" or "the Site") through June 30, 2024, for a total cost not to exceed \$1,417,283.

Previously, DHS contracted with SVDP to operate and manage the DHS homelessness interim housing site located at LG Village in a short-term agreement until a renovation of two dormitory facilities located at the newly named site now known as Eliza's Village is completed, reconfiguration of the housing approach at Eliza's Village has been completed, and a site management contract for operations has been determined at Eliza's Village. The renovation has not been fully completed, with an estimated construction completion date of end of March 2024. This completion date does not include the period to transition guests from the Emergency Shelter Site at County Center and the LG Village site to Eliza's Village or establishing a site management contract at Eliza's Village.

In the best interest of the County, DHS recommends maintaining current services with as little interruption as possible, until the demobilization of LG Village is fully complete, an appropriate site management agreement is established, and the proper transitioning of guests has occurred. Therefore, an Amendment to the term and budget of the Agreement is requested along with an associated budgetary adjustment resolution.

**Discussion:**

On December 23, 2019, the Board of Supervisors took action to approve a multi-part approach to address the homeless emergency on the Joe Rodota Trail, including the purchase of homes for shared living; entering into master leases; the provision of behavioral, health, medical and social services; and the establishment of indoor-outdoor shelters. On January 14, 2020, this Board delegated authority to the Community Development Commission's Executive Director, or designee, to enter into a contract for the management of a Temporary Emergency Outdoor Shelter. LG Village is a 60-bed non-congregate shelter site in eastern Santa Rosa at the northern end of the Sonoma Valley and has been in operation since January 27, 2020, after the clearance of the largest encampment in County history on the Joe Rodota Trail. After March 10, 2020, LG Village also supported individuals at-risk of severe impacts from the COVID-19 pandemic.

SVDP has been the operator of LG Village since its inception, as a result of emergency contracting processes and the need to clear problematic, unauthorized encampments. Onsite services include guest assistance, meals, support groups, transportation, employment guidance, and 24/7 security of the site. LG Village is composed of pallet temporary shelters which can accommodate a maximum of 60 guests.

On September 12, 2023, the Board approved "initiating the replacement of the Emergency Shelter Site at the County Campus with a Safe RV Parking and Tiny Homes at a Russell Avenue Site and improving dormitories at Los Guilicos (LG) to replace the Los Guilicos Village."

The proposed LG dormitory concept was to utilize two of the four vacant buildings at the Los Guilicos campus, which were formerly used as housing for trustees at the old Juvenile Justice Center. The buildings are about 8,075 square feet each, originally constructed in 1950 and vacated approximately twenty-five (25) years ago. Each building is nearly identical, constructed of concrete walls and roof deck and contains forty (40) bedrooms, a dayroom, and dining room, accommodating a capacity of up to eighty (80) guests in a bunked setting. The Board decided to move forward with modifying the space at the Los Guilicos campus to support a larger number of guests in longer-term structures, named informally as "Eliza's Village."

On October 24, 2023, the Board authorized the Director of Public Infrastructure to execute task orders up to \$250,000 under the existing Master Services Agreements for architectural, engineering, and other project management services, for the Transition Housing project at Los Guilicos campus, contingent on availability of sufficient funding. N

Currently, more time is necessary to transition guests from the older, temporary structures of LG Village to renovated Eliza's Village. Additionally, site management services for Eliza's Village have not been determined, and DHS will be returning to the Board later with site management concepts for this new location. The current contract with SVDP expires on March 30, 2024, as authorized by the Board on 11/28/2023. Board approval is requested for an Amendment to the Agreement extending the term to June 30, 2024, and adding \$671,790 in additional funds to support this Amendment.

**Strategic Plan:**

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

**Pillar:** Healthy and Safe Communities

**Goal:** Goal 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

**Objective:** Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed.

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

**Prior Board Actions:**

On November 28, 2023, the Board authorized the Director of Health Services, or designee, to execute a temporary agreement with the Society of St. Vincent de Paul District Council of Sonoma County, Inc. to continue as the operator of Los Guilicos Village for the period November 1, 2023 through January 31, 2024, with the option to extend the term up to March 31, 2024 as needed for a total cost not to exceed \$745,493 for a maximum of five (5) months.

On October 24, 2023, the Board authorized the Director of Public Infrastructure to execute a task order under the existing Master Services Agreement with Ross Drulis Cusenbery Architecture, Inc., in the amount of \$173,306 to provide architectural and engineering services for the Transitional Housing project at Los Guilicos campus and authorized the Director of Public Infrastructure to execute the task orders, not to exceed, \$250,000 were contingent on availability of sufficient funding.

On November 7, 2023, the Board authorized budgetary adjustments to the fiscal year 2023-2024 adopted budget, programming \$5,236,397 in Round 2 of the State of California’s Interagency Council on Homelessness Encampment Resolution Funding Program (4/5th Vote Required). \$640,000 of these funds were approved to be used for the proposed dormitory renovations at Eliza’s Village.

On September 12, 2023, the Board authorized the Director of Health Services, or designee, to execute an agreement with the Society of St. Vincent de Paul District Council of Sonoma County, Inc. to continue as the operator of Los Guilicos Village for the period July 1, 2023 through October 31, 2023 in the amount of \$754,507.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses	\$745,493		
Additional Appropriation Requested	\$671,790		
<b>Total Expenditures</b>	<b>\$1,417,283</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal	671,790		
Fees/Other	\$745,493		
Use of Fund Balance			
General Fund Contingencies			
<b>Total Sources</b>	<b>\$1,417,283</b>		

**Narrative Explanation of Fiscal Impacts:**

DHS is requesting appropriations in the amount of \$671,790 to amend the current SVDP contract of \$745,493 to \$1,417,283. The additional \$671,790 of funding will come from the Non-departmental ARPA funding available from the \$4.9 million assigned to the Homelessness & Emergency Shelter category that will be transferred from Human Services. Total ARPA funding available is \$1,792,361. A future item will allocate the remaining balance of \$1,120,571 at a later date.

**Narrative Explanation of Staffing Impacts (If Required):**

None

**Attachments:**

Attachment 1 - Draft Amendment

Attachment 2 - Budget Resolution

**Related Items "On File" with the Clerk of the Board:**

None