

# Council Policy Prioritization: Early Consideration Response Form

Department Housing, PW, PBCE, CAO, PD, CMO  
 Department Rep. Name/Ext. \_\_\_\_\_  
 Policy/Ordinance Subject Compassionate SJ- Bold Housing Solutions

Rules Date 9/29/21 Item G.2  
 Council Member Sponsorship Mayor, CM Peralez, CM Jimenez,  
CM Foley, CM Mahan

Staff Recommendation														
<input checked="" type="checkbox"/> <b>GREEN</b> Adopt based on tradeoffs outlined on next page				<input type="checkbox"/> <b>YELLOW</b> Send to Priority Setting Process				<input type="checkbox"/> <b>RED</b> Recommend Council not adopt nominated idea				<input type="checkbox"/> <b>NEEDS CLARIFICATION OR MORE TIME TO EVALUATE</b>		
Staff Evaluation														
Is this aligned with City Roadmap?				Is this already underway in a Department work plan?				Is this time critical or an emergency?				Will this require substantial resources, staffing, budget, or strategic support?		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Criterion to Determine Scale of Project Complexity														
Project complexity is determined by scoring the project in each of the 3 criteria below and then summing the score.														
a. Low Complexity is a sum of 6 or less. b. Medium Complexity is a sum of 7 – 9. <span style="float: right;">Total Score = 12</span> c. High Complexity is a sum of 10 or greater.														
Scoring Criterion			Low Complexity				Medium Complexity				High Complexity			
	Estimated Duration		6 – 9 months <input type="checkbox"/> = 1				9 - 18 months <input checked="" type="checkbox"/> = 2				More than 18 months <input type="checkbox"/> = 3			
	Organizational Complexity (Internal)		Can Easily be Absorbed into Existing Work Plan <input type="checkbox"/> = 1				Planned Work (Future) <input checked="" type="checkbox"/> = 2				Work Not Currently Proposed <input type="checkbox"/> = 3			
			Have staff with required skillset/knowledge <input type="checkbox"/> = 1				Have staff with required skillset/ requires moderate research <input checked="" type="checkbox"/> = 2				Do not have staff with required skillset/requires significant research <input type="checkbox"/> = 3			
			Less than or equal 2 staff required <input type="checkbox"/> = 1				3 - 4 staff required <input type="checkbox"/> = 2				More than 5 staff required <input checked="" type="checkbox"/> = 3			
(External)		1 Additional Department <input type="checkbox"/> = 1				2 Other Departments Involved <input type="checkbox"/> = 2				3 or more Departments Involved <input checked="" type="checkbox"/> = 3				
DEPT. Required	<input type="checkbox"/> Airport	<input type="checkbox"/> Auditor	<input checked="" type="checkbox"/> CMO	<input type="checkbox"/> CMO – Communication	<input checked="" type="checkbox"/> OED/CA	<input type="checkbox"/> ESD	<input type="checkbox"/> Fire	<input type="checkbox"/> HR	<input type="checkbox"/> IT	<input type="checkbox"/> PRNS	<input type="checkbox"/> Police	<input type="checkbox"/> Retirement		
	<input checked="" type="checkbox"/> Attorney	<input type="checkbox"/> Clerk	<input checked="" type="checkbox"/> CMO – Budget	<input checked="" type="checkbox"/> CMO – CI	<input type="checkbox"/> Community Energy	<input type="checkbox"/> Finance	<input checked="" type="checkbox"/> Housing	<input type="checkbox"/> IPA	<input type="checkbox"/> Library	<input checked="" type="checkbox"/> PBCE	<input checked="" type="checkbox"/> PW	<input checked="" type="checkbox"/> DOT		

<b>Analysis</b>
<b>Explain the rationale for staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant work plan changes, etc.). Please address the following as well.</b>
<p>GREEN LIGHT: The Administration can implement this Nominated Idea under its current work plan. Item should be sent to Council to add to Department work plan. (1) How will the Idea be approached? (2) If adopted, what is its impact and/or tradeoff to the City Roadmap or to a Department work plan, including strategic support? (3) What is the minimum viable scope to move the Idea forward and reduce its complexity?</p> <p>Creating housing and preventing homelessness is an established City Enterprise Priority reflected in the Council-adopted City Roadmap for FY 2021-22, with Emergency Housing Construction and Operation being a key initiative and priority for the Administration. Further, doubling emergency and interim housing capacity is a goal contained within the Council-adopted Community Plan to End Homelessness. The Administration has been planning implementation prior to the COVID-19 pandemic. With these priorities and goals in mind, the Administration has been evaluating, as reported out to the Council during the FY 2021-2022 budget process, the influx of funding from various sources (federal and state) in order to optimize a robust portfolio of emergency and interim housing (along with the services needed by the populations served), and leverage public and private partnerships in siting, production, delivery, and supportive services.</p>
<p>YELLOW LIGHT: The Administration recommends Council send this Nominated Idea to the Priority Setting Process due to (describe cost implications, workload impacts, or other factors).</p>
<p>RED LIGHT: The Administration recommends Council not adopt this Nominated Idea due to (describe reason implementation would be difficult if not impossible – conflict with other laws, etc.).</p>

## Analysis (Continued)

With much of the information now available from the federal and state government, and our analysis coming to a close, the final evaluation and strategic funding proposal is anticipated to come to Council on November 2, 2021. As such, this memo is green lit, although most aspects are contingent upon the Council approving significant funding (to add capacity across the organization to deliver projects as part of the November 2nd Council Action), and the identification of sites to realize this expansion plan. Since it is anticipated that the majority of sites will come from other public entities, their willingness to provide sites is fundamental to expanding EHCs.

1a-c. [GREEN] The Community Plan has a goal of doubling temporary housing and shelter capacity to reduce the number of people sleeping outside. The Administration has already constructed or is in the development of 472 units of the 1,000 goal. The Housing Dept. had planned to fulfill the remainder of its goal with a mix of emergency and interim housing solutions, which would include such things as safe parking, but will defer to the Council the policy decision of what type of solution to build. Importantly, while every attempt will be made to identify six viable sites across the City by June 2022, six viable sites cannot be absolutely guaranteed, and identifying a site in every Council District without an EIH/BHC is not likely. The Housing Dept. will initiate discussions with the County regarding their ability to provide basic mental health and addiction services, and will also complete an assessment around densification of projects. Additional resources are required to scale delivery of units and will be requested in November as part of a larger discussion for the reallocation of ARP funding and other state and federal funds.

1d. [GREEN] AB 2176 Emergency Bridge Housing Communities (BHC) does not prohibit multi-story structures in a BHC. Likewise, the City's Municipal Code, Chapter 5.09, Emergency Bridge Housing, does not prohibit multi-story structures. Staff will explore if any modifications to the State building and fire codes would be required should a BHC be built without using the State Department of Housing and Community Development's (HCD) pre-approved modular units. However, if modifications to the State building and fire codes are required, then dedicated Building Division staff would be necessary to draft code changes and present the changes to the State Building Standard Commission and/or HCD for approval. Additionally, Housing Department and City Attorney Office staff are preparing an amendment to the Municipal Code, section 5.09.300, to extend the operative period beyond January 1, 2022. This latter scenario would turn this recommendation [YELLOW].

1e-j. [GREEN] HomeKey and HHAP currently require that tenant selection be conducted through the coordinated entry system as a condition of accepting funds, thus when these sources are applied to projects, the City must use the coordinated entry system. IGR will work with the Housing Dept and CAO to advocate for needed changes in future legislation.

In regard to (f), the Departments can explore these opportunities with the approval of additional resources as noted in 1a-c. The Administration will need to designate a dedicated team to accomplish this work.

The Housing Dept. will identify opportunities to accomplish (g) and the Administration will further explore (h). The CMO currently has an appropriation to support Strategy 3 solutions for the Community Plan, under which this activity qualifies. It will use these resources and leverage other resources (state/federal) to support enhanced services in host neighborhoods. Enhanced service funding will be reviewed on an annual basis, as needed.

### Analysis (Continued)

In regard to (i), this item is green lit assuming that infrastructure/equipment is donated by the private company (and therefore no RFP is required), and site operators can assume monthly service charges.

In regard to (j) the Administration will work to explore incentives and will strive to develop cost effective strategies.

2a-b. [GREEN] Housing Dept. goal is 2,300 units that will have completed the planning process, or are under development or construction.

3. [GREEN] The Housing Dept. is partnering with CM Jimenez to identify a safe parking location in D2 that can remain on a site for a minimum of two years. Construction is expected to begin on the Police Training Center at the beginning of 2023. Therefore, any use would be temporary and need to vacate the site by the end of 2022.

4. [GREEN] SJPD will work with the Santa Clara County Sheriff's Department to explore the feasibility of this recommendation. Considerations include, but are not limited to: a) Potential site locations, b) Staffing, (c) Operating costs, (d) Equipment and infrastructure costs, (e) Site security, and (f) Legal obligations and limitations. Stakeholders in this recommendation will include the City Manager's Office, the Public Works Department, the Planning, Building and Code Enforcement Department, the City Manager's Budget Office, and the City Attorney's Office. SJPD can accomplish this feasibility assessment under the current workplan, and will report back to City Council with a recommendation on implementation based on the information and data gathered during the exploration process.

5. [GREEN] City staff will conduct the directed outreach to County staff.