



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: August 1, 2024

TO: Honorable Council President Elo-Rivera and Members of the City Council

FROM: Sarah Jarman, Director, Homelessness Strategies & Solutions Department

SUBJECT: Request for Information for a Short-Term Action Plan on Homelessness

This memorandum is in response to the City Council's direction at its July 22, 2024, meeting to initiate a short-term action plan on homelessness that will be docketed at the City Council's meeting on September 9, 2024. Per the City Council's adopted motion:

"The Mayor's office and City staff partner with all interested Council offices and key stakeholders to develop a short-term action plan on homelessness to be presented to Council on September 9th, 2024. This action plan should consider immediate shelter needs, use of master leases, direct financial assistance option, as well as the use of underutilized City property. All options presented to the Council should incorporate the terms of the City Project Labor Agreement to ensure fair labor practices and community benefits. Staff should ensure the replacement of these beds by December 31, 2024."

In order to provide the City Council with a range of viable options at the September 9 meeting, I respectfully ask each Council Office to provide a list of feasible sites in their Council District that could be used for homeless sheltering options for review and analysis by the Economic Development Department and Homeless Strategies & Solutions (HSSD) Department. Specifically, HSSD asks for:

1. Privately owned sites suitable for master leasing; and
2. Underutilized City property and privately owned properties with capacity for 50 to 1,000 people. Congregate and non-congregate recommendations are welcome.

Further, the following criteria should be considered:

- Resources and service providers near by
- Proximity to sensitive uses and residential uses
- Proper zoning allowing use with or without Conditional Use Permit
- Building condition
- Sprinklered, connected to utilities (water, sewer, power)
- Available infrastructure and capacity
- Flood plain/way
- Fire Marshal and Chief Building Official approval
- Transit accessible

- CC&Rs, deed, or land uses restricting the use
- Willing landlord or property owner to lease or sell

These are all items that HSSD regularly has to consider when evaluating potential homeless shelter sites.

Please note that at the July 22 meeting, HSSD provided an informational [update on the City's Comprehensive Shelter Strategy](#). That update included details on immediate shelter needs as well as short, medium, and long-term options for homeless shelters. Evaluation criteria for each site in that report can be found in Attachments 1, 2 and 3 and may be useful to Councilmembers as they respond to this request.

Finally, the City Council's adopted motion included direction to include collaboration with key stakeholders. As such, I would welcome the Office of the Independent Budget Analyst provide its own response to this memo that includes one to two shelter proposals in each Council District. This will provide additional options for the Council's consideration and ensure citywide participation in our homelessness response.

Given the City Council's direction to hear this item at its September 9 meeting, HSSD requests Council offices respond in writing by no later than August 9, 2024. This will allow staff adequate time to incorporate Councilmembers' input into a draft action plan. Responses can be sent by email to me at SJarman@sanidiego.gov. My staff is available to provide a preliminary fit test for sites under consideration by Council offices or the IBA.

Thank you in advance for your responses that will help the City address the homeless crisis and get more of our unsheltered neighbors out of unsafe encampments and on a path to permanent housing.



Sarah Jarman
Director

cc: Paola Avila, Chief of Staff, Office of the Mayor
Eric K. Dargan, Chief Operating Officer
Charles Modica, Independent Budget Analyst
Kristina Peralta, Deputy Chief Operating Officer
Matt Yagyagan, Director of Policy, Office of the Mayor
Kohta Zaiser, Council Affairs Advisor, Office of the Mayor