



CITY OF HARRISONBURG
OFFICE OF THE
CITY MANAGER

ALEXANDER "ANDE" BANKS, VI, CITY MANAGER
409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7701 • FAX (540) 432-7778

To: Ande Banks, City Manager
From: Amy Snider, Assistant to the City Manager
Date: November 14, 2022
Re: Homeless Services Center Project Update

Summary: Presentation on the status of the homeless services center design process, proposed operations approach, and proposed City funding sources

Background:

In Fall 2021 the Harrisonburg City Council committed American Rescue Plan Act funds for the purpose of establishing a permanent location for low-barrier emergency sheltering services for adults in our community. In August 2022 the City of Harrisonburg purchased 1111 N Main Street, a 3.68 acre property with an existing 6,730-square foot two story building built in 1910 with later additions, to serve as the permanent location for a low-barrier emergency shelter for adults. It is also the wish for the building to serve as a centralized hub for area service providers as well as those who are homeless or at-risk of homelessness, providing people who are homeless with access to direct services without needing to obtain transportation to various provider locations around the City. The City has hired the architecture firm MTF Architecture to design and prepare the construction bid documents necessary to renovate the interior and construct addition(s) onto the existing building. Design is underway. It is high priority for the sleeping quarters, showers, and bathrooms to be open for use by November 1, 2023.

The City of Harrisonburg is proposing for the facility to include an overnight low-barrier emergency shelter program and a daytime drop-in center program. City staff recommends for the operator(s) of these programs to be selected through a competitive request for proposals process. This is in line with best practice for government-owned homeless shelter facilities, as well as with City procurement policy. City staff recommends the City provide support for operations by:

- Leasing the facility to the operator(s) at no cost
- Paying for utilities (electricity, gas, and water)
- Maintaining the life safety system
- Maintaining any elevator
- Providing washers and dryers
- Maintaining HVAC
- Maintaining interior and exterior walls
- Replacing glass and screens from normal wear and tear
- Maintaining roof, gutters and leaders, painting, site lighting (attached and detached), concrete walkways, entrance and exit doors, City-provided mechanical equipment and their enclosures
- Collecting refuse
- Pest control



CITY OF HARRISONBURG
OFFICE OF THE
CITY MANAGER

ALEXANDER "ANDE" BANKS, VI, CITY MANAGER
409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7701 • FAX (540) 432-7778

- Landscaping
- Maintaining the secure access system
- Removal of snow and ice from the parking lot

City staff recommends funding operations of the facility through a redirection of up to \$100,000 from the Civic and Community Organizations Grant allocation. The Civic and Community Organizations Grant, commonly referred to as community contributions, provides an opportunity for qualified non-profit organizations that deliver services to Harrisonburg residents to receive funding from the City through its annual budget. The Civic and Community Organizations Grant would retain \$400,000 to award to community nonprofits.

City staff is separately examining the possibility of changing the Community Development Block Grant application evaluation process to include additional points for applicants who will provide services at the homeless services center.

Key Issues: City Council direction is requested on proposed operations approach and proposed funding sources.

Environmental Impact: N/A

Fiscal Impact: Up to \$100,000 General Fund

Prior Actions: None

Alternatives: None

Community Engagement: None

Recommendation: Staff recommends proceeding with issuing a request for proposal to select the operator(s) of the low-barrier emergency shelter and drop-in center to be located at the future homeless services center. Staff further recommends redirecting \$100,000 from the Civic and Community Organization Grant allocation to instead fund the operations of the homeless services center.

Attachments:

1. PowerPoint Presentation

Review:

The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City



CITY OF HARRISONBURG
OFFICE OF THE
CITY MANAGER

ALEXANDER "ANDE" BANKS, VI, CITY MANAGER
409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7701 • FAX (540) 432-7778

Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.

###