

1 [Administrative Code - City Navigation Centers for the Homeless]

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3 **Ordinance amending the Administrative Code to require the City to open and operate**
4 **no fewer than six Navigation Centers within ~~twelve~~-twenty-four months of the effective**
5 **date of the ordinance, offering comprehensive health, mental health, and other services**
6 **to homeless people, and moving homeless people off the streets and into permanent**
7 **housing or transitional or stable supportive housing that eventually leads to permanent**
8 **housing through case management, social service programs, and the integration of**
9 **other relevant city services; specifying programmatic requirements for Navigation**
10 **Centers; requiring the development of plans for the equitable distribution of shelter**
11 **and housing resources, and the identification of sustainable revenue sources for the**
12 **development of new, permanent housing; transferring all responsibilities imposed by**
13 **this ordinance on the City Administrator to a new department charged with the**
14 **coordination of services for the homeless, upon its establishment; and affirming the**
15 **Planning Department’s determination under the California Environmental Quality Act.**

16 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
17 **Additions to Codes** are in *single-underline italics Times New Roman font*.
18 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
19 **Board amendment additions** are in double-underlined Arial font.
20 **Board amendment deletions** are in ~~strikethrough Arial font~~.
21 **Asterisks (* * * *)** indicate the omission of unchanged Code
22 subsections or parts of tables.

21 Be it ordained by the People of the City and County of San Francisco:

22

23 Section 1. CEQA Findings.

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1 The Planning Department has determined that the actions contemplated in this
2 ordinance comply with the California Environmental Quality Act (California Public Resources
3 Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of
4 Supervisors in File No. 160278 and is incorporated herein by reference. The Board affirms
5 this determination.

6
7 Section 2. The Administrative Code is hereby amended by adding Chapter 106,
8 consisting of Sections 106.1 through 106.57, to read as follows:

9 **CHAPTER 106: CITY NAVIGATION CENTERS**

10 **SEC. 106.1. Navigation Centers Required.**

11 **SEC. 106.2. Operational Requirements for Navigation Centers.**

12 **SEC. 106.3. Program Implementation.**

13 **SEC. 106.4 Equitable Entry Plan; Equitable Exit Plan; Housing Revenue Plan.**

14 **SEC. 106.45. Administrative Implementation.**

15 **SEC. 106.6 Transfer of Responsibilities to a Newly Created Department.**

16 **SEC. 106.567. Undertaking for the General Welfare.**

17
18 **SEC. 106.1. NAVIGATION CENTERS REQUIRED.**

19 *As specified further in this Chapter 106, the City shall open and operate no fewer than six*
20 *Navigation Centers to address street homelessness and connect homeless people to health and mental*
21 *health services, housing, benefits, and other services. For purposes of this Chapter, "Navigation*
22 *Center" means a temporary, low-barrier-to-entry shelter that, through case management and social*
23 *service programs, aids in moving homeless people off the streets and into permanent housing or*
24 *transitional or stable supportive housing that eventually leads to permanent housing.*

1 **SEC. 106.2. OPERATIONAL REQUIREMENTS FOR NAVIGATION CENTERS.**

2 (a) Each Navigation Center shall offer the following services:

3 (1) Beds for no fewer than ~~5040~~ and no more than ~~75100~~ residents at a time,
4 including, to the extent feasible, flexible housing arrangements whereby groups, families, and couples
5 may stay together, provided that the ~~75100~~-resident cap may be exceeded at a specific Navigation
6 Center or Centers upon a written finding by the City Administrator that exceeding the cap would not
7 compromise the objectives of this Chapter 106 or the operations of the affected Navigation Center or
8 Centers;

9 (2) Adequate showers and bathroom facilities;

10 (3) Adequate storage for residents' personal property;

11 (4) In-and-out privileges allowing residents to leave and re-enter the facility, provided
12 that the City Administrator has discretion to impose reasonable restrictions on in-and-out privileges at
13 all Navigation Centers, and the City Administrator or City Administrator's designee has discretion to
14 impose such restrictions at a specific Navigation Center;

15 (5) Access to health services, including mental health services, drug and alcohol
16 treatment, and harm reduction interventions conforming to the Department of Public Health's Policy
17 on Harm Reduction, as that policy may be amended from time to time;

18 (6) Intensive case management to help connect people to housing;

19 (7) Integration of low-threshold access to City services, including benefits screening
20 and eligibility, transportation of belongings, and other services that will effectively reduce barriers to
21 housing;

22 (8) To the maximum extent feasible, a site that is at least 10,000 square feet in
23 size, including outdoor space located within the boundaries of the Navigation Center site where
24 residents may congregate; and

25 (9) Three meals per day.

1 (b) Each Navigation Center shall allow residents to keep their pets with them.

2 (c) At least one Navigation Center shall focus on the needs of homeless persons, aged 18-29,
3 who have experienced ~~long-term~~ street homelessness.

4 (d) At least one Navigation Center shall be a managed alcohol shelter that will allow
5 residents to consume alcohol within the facility, and will provide those residents with alcohol
6 treatment and supportive shelter services. The City Administrator shall explore the feasibility of
7 operating one Navigation Center as a managed alcohol shelter that would allow residents to
8 consume alcohol within the facility, and would provide those residents with alcohol treatment
9 and supportive shelter services.

10 (e) The City Administrator shall explore the feasibility of operating one Navigation
11 Center as a supervised injection site that would allow residents to engage in medically-
12 supervised drug use within the facility and which would provide those residents with
13 detoxification and substance abuse treatment services.

14
15 **SEC. 106.3. PROGRAM IMPLEMENTATION.**

16 (a) The City shall have opened no fewer than three Navigation Centers under this Chapter
17 106 no later than ~~four~~^{twelve}12 months after the effective date of the ordinance in Board File No.
18 160278, enacting this Chapter. The City shall have opened no fewer than six Navigation Centers no
19 later than ~~twelve~~^{twenty-four}24 months after the effective date of that ordinance.

20 (1) If the City opens any Navigation Centers meeting the operational requirements set
21 forth in Section 106.2 of this Chapter between the introduction of the aforementioned ordinance and its
22 effective date, such Navigation Centers shall be treated as Navigation Centers under this Chapter and
23 shall be counted among the three Navigation Centers to be opened within ~~four~~^{twelve}12 months after
24 the effective date of that ordinance, and among the six Navigation Centers to be opened within
25 ~~twelve~~^{twenty-four}24 months after the effective date of that ordinance.

1 (2) If the City converts any existing homeless shelters into Navigation Centers
2 meeting the operational requirements set forth in Section 106.2 of this Chapter, such
3 Navigation Centers shall be counted among the three Navigation Centers to be opened within
4 12 months after the effective date of that ordinance, and among the six Navigation Centers to
5 be opened within 24 months after the effective date of that ordinance; provided, however, that
6 any Navigation Centers that are converted from homeless shelters are not required to comply
7 with the 5040-100 bed limit set forth in subsection (a)(1) of Section 106.2 or the requirement
8 to allow residents to keep their pets with them set forth in subsection (b) of Section 106.2.

9 (b) Navigation Centers shall be temporary facilities, and once opened shall operate on a
10 specific site for no fewer than ~~eight~~six months and no more than two years without approval of
11 adjustment or extension of the time limit by resolution of the Board of Supervisors.

12 (c) The homelessness services provided at the Navigation Centers may not be taken from
13 homeless services at other shelters or drop-ins provided as of the effective date of this Chapter 106, but
14 rather shall be in addition to those services.

15 (d) The City shall locate Navigation Centers in areas accessible to homeless people. The City
16 shall give first priority to unused or vacant sites owned or controlled by the City. The City shall give
17 second priority to sites owned or controlled by the City that are being used for other purposes but
18 could feasibly be converted to Navigation Centers. The City shall give third priority to private property
19 or property owned by other, non-City public agencies, that could be leased or acquired by the City.

20 (e) After identifying a site where a Navigation Center may be located, but before opening a
21 Navigation Center on that site, the City Administrator, in consultation with ~~and~~ the member of the
22 Board of Supervisors who represents the district in which the identified site is located, shall seek input
23 from ~~community residents~~ conduct a thorough community outreach process with neighbors,
24 neighborhood associations, and merchant associations on the site selection.

1 (f) The City Administrator and the Mayor's Office of Housing Opportunities,
2 Partnerships, and Engagement (HOPE), or any successor agency, shall, no later than within
3 one month 120 days of the effective date of the ordinance enacting this Chapter 106, submit to the
4 Board of Supervisors for its review and comment an implementation and funding plan for this Chapter.

5 (g) Within 90 days of the opening of each new Navigation Center, the City Administrator, in
6 consultation with the Mayor's Office of HOPE and the Mayor's Office of Housing and
7 Community Development, shall present the Board of Supervisors with a housing exit plan,
8 consistent with the Equitable Exit Plan set forth in subsection (b) of Section 106.54, for that
9 Navigation Center's residents to ensure regular turnover of its residents. This housing exit plan shall
10 include stable housing options, including but not limited to SRO beds, supportive housing, public
11 housing, and below-market rate housing, and shall take into consideration the need to preserve
12 permanent housing resources for individuals in the shelter system and others seeking permanent
13 housing. This housing exit plan may include transitional or temporary housing, but must be part of a
14 long-term housing plan.

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16 **SEC. 106.4. Equitable Entry Plan; Equitable Exit Plan; Housing Revenue Plan.**

17 To facilitate the equitable distribution of shelter and housing resources, and promote
18 the development of new, permanent housing sufficient to meet the needs of San Francisco's
19 homeless adults and young adults, the City Administrator, and the Local Homeless
20 Coordinating Board, in consultation with the Department of Public Health, the Human Services
21 Agency, the Mayor's Office of Housing Opportunities, Partnership and Engagement, the
22 Mayor's Office of Housing and Community Development, and homeless and formerly
23 homeless people, and any department that the Board of Supervisors may establish by
24 ordinance to serve as the City's lead homeless services department, (collectively, the
25

1 “Planning Partners”); shall develop and submit to the Board of Supervisors the plans set forth
2 below.

3 (a) Within 60120 days of the effective date of this Chapter 106, the City Administrator,
4 in close consultation with the Local Homeless Coordinating Board and community partners,
5 including homeless and formerly homeless people, in conjunctionconsultation with the
6 Planning Partners, shall develop an “Equitable Entry Plan” that will identify the factors and
7 circumstances to be considered when assigning homeless adults without minor children to
8 Navigation Centers, and any circumstances that might give rise to a priority in placement.

9 (b) Within 90120 days of the effective date of this Chapter 106, the City Administrator,
10 in close consultation with the Local Homeless Coordinating Board and community partners,
11 including homeless and formerly homeless people, in conjunctionconsultation with the
12 Planning Partners, shall develop an “Equitable Exit Plan” that will identify the factors to be
13 considered when moving homeless adults without minor children from Navigation Centers,
14 homeless shelters, the street, or such other locations where they may reside, to transitional,
15 supportive, and/or permanent housing, and any circumstances that might give rise to a priority
16 in placement. The Equitable Exit Plan shall also identify the factors to be considered when
17 moving homeless young adults from Navigation Centers, homeless shelters, the street, or
18 such other locations where they may reside, to transitional, supportive, and/or permanent
19 housing, and any circumstances that might give rise to a priority in placement.

20 (c) Within 120 days of the effective date of this Chapter 106, the Mayor’s Office of
21 Housing Opportunities, Partnership and EngagementCity Administrator, in conjunctionclose
22 consultation with the Local Homeless Coordinating Board, community partners, including
23 homeless and formerly homeless people, and the Mayor’s Office of Housing and Community
24 Development, Planning Partners, shall develop a “Housing Revenue Plan” that will identify
25 sustainable revenue sources to support the Mayor’s commitment to identify 8,000 units of

1 housing for 8,000 homeless individuals, including individuals in and families, in the next four
2 years. The Housing Revenue Plan shall estimate the costs associated with constructing new
3 units, subsidizing turnover units in nonprofit housing, subsidizing market rate units,
4 and expanding rapid re-housing and other programs, and increasing supportive housing, and
5 shall identify potential sources of revenue that could support the development of housing
6 sufficient to meet the Mayor's goal.

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8 **SEC. 106.45. ADMINISTRATIVE IMPLEMENTATION.**

9 (a) The City Administrator shall be responsible for implementing this Chapter 106.

10 (b) The City Administrator may issue rules, regulations, and/or guidelines, applicable to all
11 Navigation Centers, consistent with the objectives and requirements of this Chapter 106. The City
12 Administrator or the City Administrator's designee may issue rules, regulations, and/or guidelines
13 applicable to a specific Navigation Center, consistent with the objectives and requirements of this
14 Chapter.

15 (c) Consistent with Charter requirements, the City Administrator may enter into contracts or
16 other agreements with other City departments, public agencies, and private entities, including not-for-
17 profit organizations, to administer this Chapter 106.

18 (d) The Controller shall track and evaluate the Navigation Centers' outcomes, including but
19 not limited to the number of residents served by the Navigation Centers, residents' lengths of stay,
20 residents' destinations upon exit (e.g., permanent housing, skilled nursing facility), and the number of
21 residents receiving and retaining public assistance benefits. The Controller shall summarize these
22 outcomes in a report to be submitted to the Board of Supervisors no later than within six months of the
23 effective date of this Chapter 106, and every six months thereafter, until such time as the Navigation
24 Centers are no longer in operation. Within one year of the effective date of this Chapter 106, the
25 Controller, in consultation with the City Administrator, shall submit to the Board of Supervisors

1 a report that describes any lessons learned from the operation of the Navigation Centers, and
2 makes recommendations as to how and whether the Navigation Centers' approach to
3 reducing barriers to shelter could be applied to the City's full shelter system, along with a
4 proposed resolution to accept the report.

5 (e) All City officers and entities shall cooperate with the City Administrator in the
6 implementation and administration of this Chapter 106.

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8 **SEC. 106.6. TRANSFER OF RESPONSIBILITIES TO A NEWLY CREATED**
9 **DEPARTMENT.**

10 If at any time after the adoption of this Chapter 106 the City establishes a City
11 department charged with the coordination of services and supportive housing for the
12 homeless, all responsibilities assigned to the City Administrator under this Chapter 106 shall
13 transfer by operation of law to the new department upon its creation. ~~If the City establishes a~~
14 ~~Commission to oversee the new department, the department's execution of its responsibilities~~
15 ~~under this Chapter shall be subject to the Commission's authority, as set forth in Section~~
16 ~~4.102 of the Charter.~~

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18 **SEC. 106.567. UNDERTAKING FOR THE GENERAL WELFARE.**

19 In enacting and implementing this Chapter 106, the City is assuming an undertaking only to
20 promote the general welfare. It is not assuming, nor is it imposing on its officers and employees, an
21 obligation for breach of which it is liable in money damages to any person who claims that such breach
22 proximately caused injury.

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24 Section 3. Effective Date. This ordinance shall become effective 30 days after
25 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the

1 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
2 of Supervisors overrides the Mayor's veto of the ordinance.

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4 APPROVED AS TO FORM:
5 DENNIS J. HERRERA, City Attorney

6 By: _____
7 Anne Pearson
8 Deputy City Attorney

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