



**CITY OF SALINAS  
COUNCIL STAFF REPORT**

---

**DATE:** JUNE 13, 2023

**DEPARTMENT:** COMMUNITY DEVELOPMENT DEPARTMENT

**FROM:** LISA BRINTON, DIRECTOR

**THROUGH:** ROD POWELL, ASSISTANT DIRECTOR – ACTING

**BY:** FRANCISCO BRAMBILA, MANAGEMENT ANALYST  
MARIA CAMBRON, COMMUNITY DEVELOPMENT ANALYST

**TITLE:** AMENDMENT No.2 TO AGREEMENT FOR SERVICES  
#22ARPA04 WITH BENITEZ SECURITY SERVICES, INC.

RECOMMENDED MOTION:

A motion to approve a Resolution authorizing the City Manager or designee to execute Amendment No. 2 to Agreement for Services #22ARPA04 with Benitez Security, Inc. to increase the compensation amount by \$420,000 to a total amount not to exceed \$906,000 and extend the term to March 31, 2024.

EXECUTIVE SUMMARY:

Prior to April 2023, the City had been operating an Emergency Motel Program (EMP) providing emergency shelter and housing navigation services at the County Inn in the City of Marina with supportive 24-hour security services provided by Benitez Security, Inc. (BSI). On April 1, 2023, the City relocated its EMP services, providers and supports, including security services, to its new location at the Steinbeck Lodge with an initial operating timeline through to March 31, 2024. The proposed amendment will increase the compensation amount by \$420,000 to a total amount not to exceed \$906,000 and extend the term to March 31, 2024.

BACKGROUND:

The City has been operating a successful EMP focused on the provision of emergency shelter and navigation to permanent housing since October 2021 with partial supportive funding from the County of Monterey (County). Initially, due to a lack of site options resulting from the City's competitive H2A housing environment, the program operated out of the City of Marina. On March 21, 2023, Council authorized the execution of a one-year Room Rental Agreement with JS Inc. dba Steinbeck Lodge to transition the EMP program from its former Marina location to the Steinbeck Lodge at 109 John Street. Since the program's inception, BSI has provided on-site security services. Initially through one of the EMP's subrecipient service providers and later, in October 2022, through the original Agreement for Services executed in December 2022. In recognition of the acceptance of additional County funds, in December 2022, Council approved

Amendment No.1 to Agreement for Services #22ARPA04 to extend the term through to June 30, 2023.

Shortly thereafter, in March 2023, Council authorized the execution of a one-year Room Rental Agreement with JS Inc. to allow the EMP to move to its current location at the Steinbeck Lodge. In recognition of the program’s relocation, new operational term, and the availability of additional County funding, staff are now seeking to further amend Agreement for Services #22ARPA04 to incorporate additional funds and extend the term.

DISCUSSION:

In recognition of the EMPs recent move to its current Salinas site and a new annual operating cycle beginning April 1<sup>st</sup>, there is need to add an additional \$420,000 in previously appropriated Project Roomkey Motel Program (County ARPA), Encampment Resolution Fund (ERF) and General Fund Homeless Services Coordination funding to support the program’s continued security model through to March 31, 2024. Amendment No. 2 increases the total not to exceed compensation amount to \$906,00 and extends the term of the Agreement to March 31, 2024.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

STRATEGIC PLAN INITIATIVE:

The proposed agreements will advance the City of Salinas Strategic Plan 2022-2025 Goals and *Housing/Affordable Housing* through continued provision of immediate housing opportunities supported by robust housing navigation leading to permanent housing placements.

DEPARTMENTAL COORDINATION:

This agenda item was prepared by and is solely administered by the Community Development Department Housing & Community Development Division with contributions from both the City Attorney and Finance Department.

FISCAL AND SUSTAINABILITY IMPACT:

Amendment No. 2 to Agreement for Services #22ARPA04 with BSI will be funded by available appropriations including \$70,000 of Project Roomkey Motel Program (County ARPA), \$280,000 of Encampment Resolution Fund (ERF), and \$70,000 of General Fund Homeless Services Coordination funds.

ATTACHMENTS:

Resolution  
Amendment No. 2 to Agreement for Services #22ARPA04 – Draft  
Amendment No. 1 to Agreement for Services #22ARPA04  
Agreement for Services #22ARPA04