

1 [Lease and Property Management Agreement - Dolores Street Community Services 3055-  
2 3061 16th Street - Not to Exceed ~~\$7,446,000~~7,147,000; Certain Administrative Code Waivers]

3 **Ordinance 1) approving and authorizing the Director of Property and the Executive**  
4 **Director of the Department of Homelessness and Supportive Housing (“HSH”) to enter**  
5 **into a Lease and Property Management Agreement (“Agreement”) with Dolores Street**  
6 **Community Services to lease, operate, and maintain the real property and residential**  
7 **improvements at 3055-3061 16th Street (“Property”) for an initial five-year term to**  
8 **commence upon the first day of the month following the effective date of this**  
9 **Ordinance with one five-year option to extend, and base rent of \$1 per year with no**  
10 **annual rent increases, and for net property management and operating costs to be paid**  
11 **by the City in a total five-year amount not to exceed ~~\$7,446,000~~7,147,000;**  
12 **2) determining, in accordance with Administrative Code, Section 23.33, that the below**  
13 **market rent payable under the Agreement will serve a public purpose, by providing**  
14 **Permanent Supportive Housing for formerly homeless and low-income households;**  
15 **3) adopting findings that the Property is “exempt surplus land” under the California**  
16 **Surplus Land Act; 4) exempting the Property from contracting requirements in**  
17 **Administrative Code, Chapter 6, but requiring compliance with the prevailing wage and**  
18 **apprenticeship requirements of Administrative Code, Section 23.61; 5) authorizing the**  
19 **Director of Property and the Executive Director of HSH to make certain modifications to**  
20 **the Agreement and take certain actions in furtherance of the Agreement and this**  
21 **Ordinance, as defined herein; 6) ratifying all prior actions taken by any City employee**  
22 **or official with respect to the Agreement; and 7) affirming the Planning Department’s**  
23 **determination under the California Environmental Quality Act, and adopting the**  
24  
25

1 **Planning Department’s findings that the Agreement is consistent with the General Plan,**  
2 **and the eight priority policies of Planning Code, Section 101.1.**

3 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.  
4 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
5 **Deletions to Codes** are in ~~*strikethrough italics Times New Roman font*~~.  
6 **Board amendment additions** are in double-underlined Arial font.  
7 **Board amendment deletions** are in ~~strikethrough Arial font~~.  
8 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
9 subsections or parts of tables.

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

11 Section 1. CEQA and Land Use Findings.

12 (a) The Planning Department has determined that the actions contemplated in this  
13 ordinance are subject to ministerial approval and are not subject to review under the California  
14 Environmental Quality Act (California Public Resources Code Sections 21000 et seq.). Said  
15 determination is on file with the Clerk of the Board of Supervisors in File No. 221157 and is  
16 incorporated herein by reference. The Board affirms this determination.

17 (b) On November 14, 2022, the Planning Department determined that the actions  
18 contemplated in this ordinance are consistent, on balance, with the City’s General Plan and  
19 eight priority policies of Planning Code Section 101.1. The Board adopts this determination  
20 as its own, and hereby incorporates such findings by reference as though fully set forth in this  
21 ordinance. A copy of said determination is on file with the Clerk of the Board of Supervisors in  
22 File No. 221157, and is incorporated herein by reference.

23 Section 2. Background and General Findings.

24 (a) The Department of Homelessness and Supportive Housing’s (“HSH”) mission is  
25 to prevent homelessness when possible and to make homelessness a rare, brief, and one-

1 time experience in San Francisco through the provision of coordinated, compassionate, and  
2 high-quality services.

3 (b) With the adoption of Resolution No. 319-18 in October 2018, the Board of  
4 Supervisors and Mayor Breed declared a shelter crisis and affirmed San Francisco's  
5 commitment to combatting homelessness and creating or augmenting a continuum of shelter  
6 and service options for those experiencing homelessness.

7 (c) Permanent Supportive Housing ("PSH") is the most effective, evidence-based  
8 solution to ending chronic homelessness and also reduces new incidents of homelessness  
9 among highly vulnerable people with long experiences of homelessness.

10 (d) In July 2020, Mayor Breed announced her Homelessness Recovery Plan, which  
11 included the goal of acquiring and operating 1,500 new units of PSH by June 30, 2022. In the  
12 two years ending June 30, 2022, the City achieved nearly double that goal, with 2,918 new  
13 units of site-based and scattered-site PSH that were active or under contract with a non-profit  
14 provider.

15 (e) On October 22, 2021, the City adopted Resolution No. 480-21, approving and  
16 authorizing the acquisition of the real property and improvements located at 3055-3061 16<sup>th</sup>  
17 Street, Assessor Parcel Number Block 3569, Lot 078 (the "Property"). The Property consists  
18 of approximately 3,056 square feet of land, including 25 units, ground floor commercial space,  
19 and all other buildings and structures located on the Property and all personal property and  
20 equipment used in connection with the operation or occupancy of the Property. The City  
21 acquired the Property on December 30, 2021, and a copy of the final executed Purchase and  
22 Sale Agreement is on file with the Clerk of the Board of Supervisors in File No. 210940. On  
23 September 29, 2022, the City adopted Resolution No. 402-22 authorizing HSH to accept and  
24 expend \$7,480,080 in Project Homekey grant funds from the California Department of  
25

1 Housing and Community Development to support the acquisition and operations of the  
2 Property.

3 (f) In April 2022, HSH selected Dolores Street Community Services (“DSCS”), a  
4 California nonprofit public benefit corporation, through a Solicitation of Information, a copy of  
5 which is on file with the Clerk of the Board of Supervisors in File No. 221157, to provide  
6 property management and operations services at the Property.

7 (g) HSH desires to enter into a Lease and Property Management Agreement (the  
8 “Agreement”) with DSCS to provide onsite property management and operations services at  
9 the Property for an initial five-year term commencing upon the first day of the month following  
10 the effective date of this ordinance. A copy of the Agreement is on file with the Clerk of the  
11 Board of Supervisors in File No. 221157.

12 (h) The Agreement requires DSCS to be responsible for the ongoing management,  
13 maintenance, and operation of the Property as PSH in accordance with HSH housing-first and  
14 PSH policies, and as residential housing for any other existing residents in accordance with all  
15 applicable laws. In exchange for such services at the Property, the Agreement requires the  
16 City to fund the annual net property management and operating costs for the Property in a  
17 total five-year amount not to exceed ~~\$7,446,000~~7,147,000, subject to appropriations and  
18 certain other conditions, reporting requirements, and HSH approval of an annual operating  
19 budget submitted by DSCS, as further described in the Agreement.

20 (i) The Agreement also includes an option to extend the term of the Agreement for  
21 up to an additional five years, upon mutual agreement of the City and DSCS (the “Extension  
22 Option”). If the HSH and DSCS desire to exercise the Extension Option, the Director of  
23 Property and HSH will seek required City approvals at that time.

24 (j) On August 15, 2022, the Civil Service Commission approved property  
25 management services to be provided by selected non-profit organizations at HSH-acquired

1 properties including the Property, in the total amount of \$52,000,000, for a period of five  
2 years, see PSC #43675-22/23, a copy of which is on file with the Clerk of the Board of  
3 Supervisors in File No. 221157.

4 (k) The Agreement requires Board of Supervisors approval.

5 (l) Under the Agreement, DSCS will seek certain entitlements and complete certain  
6 predevelopment work to convert the Property to PSH. Upon completion of the  
7 predevelopment scope of work, HSH and DSCS intend to enter into a separate agreement  
8 regarding any necessary construction or rehabilitation at the Property, which may be subject  
9 to the prior approval of the Board of Supervisors, as required by law.

10  
11 Section 3. Surplus Land Act Findings and Other Findings.

12 (a) The Board of Supervisors finds that the Property is "exempt surplus land," as  
13 defined by California Government Code Section 54221(f)(1).

14 (b) The Board of Supervisors finds that the below market base rental rate of \$1 per  
15 year to be paid by DSCS to the City under the Agreement, with no annual rent increases,  
16 furthers a proper public purpose sufficient to meet the requirements of Administrative Code  
17 Section 23.33, since the exceptionally low rent will facilitate the operation of PSH for formerly  
18 homeless and low-income households at the Property.

19  
20 Section 4. Approval of Agreement and Related Authorizations.

21 (a) In accordance with the recommendation of the Director of Property and the  
22 Executive Director of HSH, the Board of Supervisors hereby approves the Agreement in  
23 substantially the form presented to the Board of Supervisors.

24 (b) The Board of Supervisors authorizes the Executive Director of HSH and the  
25 Director of Property, or their designees, to take all actions on behalf of the City to enter into,

1 execute, and perform its obligations under the Agreement (including the exhibits to the  
2 Agreement), and any other documents that are necessary or advisable to effectuate the  
3 purpose of this ordinance and the Agreement.

4 (c) In addition, HSH may fund the net property management and operating costs for the  
5 Property in a total amount not to exceed \$7,446,000~~7,147,000~~, subject to appropriations and  
6 certain other conditions, reporting requirements, and HSH approval of an annual operating  
7 budget for the Property, as further described in the Agreement.

8  
9 Section 5. Administrative Code Chapter 6 Waiver; Prevailing Wage and  
10 Apprenticeship Requirements.

11 (a) The Board of Supervisors waives Administrative Code Chapter 6, to the extent  
12 Chapter 6 would otherwise be applicable to the work performed by DSCS or its agents at the  
13 Property.

14 (b) The payment of prevailing wages and the apprenticeship requirements of  
15 Administrative Section 23.61 shall apply to the work performed by DSCS or its agents at the  
16 Property.

17  
18 Section 6. Additions, Amendments, and Modifications of the Agreement.

19 The Board of Supervisors authorizes the Director of Property and the Executive  
20 Director of HSH, or their designees, in consultation with the City Attorney, to enter into any  
21 additions, amendments, or other modifications to the Agreement (including the exhibits to the  
22 Agreement) and any other documents or instruments necessary in connection therewith that  
23 the Director of Property and the Executive Director of HSH determine, in consultation with the  
24 City Attorney, are in the best interests of the City, do not materially decrease the benefits to  
25 the City, do not materially increase the obligations or liabilities of the City, are necessary or

1 advisable to effectuate the purposes of the Agreement or this ordinance, and are in  
2 compliance with all applicable laws, including the Charter, such determination to be  
3 conclusively evidenced by the execution and delivery by the Director of Property and  
4 Executive Director of HSH of any such additions, amendments, or other modifications.

5  
6 Section 7. Ratification of Prior Actions; Authorization of Subsequent Actions.

7 All prior actions taken by any City employee or official with respect to the Agreement  
8 are hereby approved and ratified, and the Board of Supervisors hereby authorizes all  
9 subsequent action to be taken by City officials consistent with this ordinance.

10  
11 Section 8. Effective Date. This ordinance shall become effective 30 days after  
12 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
13 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
14 of Supervisors overrides the Mayor's veto of the ordinance.

15  
16 Section 9. Inclusion of Final Agreement in Board File.

17 Within 30 days of the Agreement being fully executed by all parties, HSH shall submit  
18 to the Clerk of the Board of Supervisors a fully executed copy of the Agreement for inclusion  
19 in Board File No. 221157, the official file for this ordinance.

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21 APPROVED AS TO FORM:  
22 DAVID CHIU, City Attorney

23 By: /s/ Virginia Dario Elizondo  
24 VIRGINIA DARIO ELIZONDO  
25 Deputy City Attorney

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# City and County of San Francisco

## Tails Ordinance

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 221157

**Date Passed:** January 10, 2023

Ordinance 1) approving and authorizing the Director of Property and the Executive Director of the Department of Homelessness and Supportive Housing ("HSH") to enter into a Lease and Property Management Agreement ("Agreement") with Dolores Street Community Services to lease, operate, and maintain the real property and residential improvements at 3055-3061 16th Street ("Property") for an initial five-year term to commence upon the first day of the month following the effective date of this Ordinance with one five-year option to extend, and base rent of \$1 per year with no annual rent increases, and for net property management and operating costs to be paid by the City in a total five-year amount not to exceed \$7,147,000; 2) determining, in accordance with Administrative Code, Section 23.33, that the below market rent payable under the Agreement will serve a public purpose, by providing Permanent Supportive Housing for formerly homeless and low-income households; 3) adopting findings that the Property is "exempt surplus land" under the California Surplus Land Act; 4) exempting the Property from contracting requirements in Administrative Code, Chapter 6, but requiring compliance with the prevailing wage and apprenticeship requirements of Administrative Code, Section 23.61; 5) authorizing the Director of Property and the Executive Director of HSH to make certain modifications to the Agreement and take certain actions in furtherance of the Agreement and this Ordinance, as defined herein; 6) ratifying all prior actions taken by any City employee or official with respect to the Agreement; and 7) affirming the Planning Department's determination under the California Environmental Quality Act, and adopting the Planning Department's findings that the Agreement is consistent with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

December 07, 2022 Budget and Finance Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE

December 07, 2022 Budget and Finance Committee - RECOMMENDED AS AMENDED

December 13, 2022 Board of Supervisors - PASSED ON FIRST READING

Ayes: 11 - Chan, Dorsey, Mandelman, Mar, Melgar, Peskin, Preston, Ronen, Safai, Stefani and Walton


January 10, 2023 Board of Supervisors - FINALLY PASSED


Ayes: 11 - Chan, Dorsey, Engardio, Mandelman, Melgar, Peskin, Preston, Ronen, Safai, Stefani and Walton



File No. 221157

I hereby certify that the foregoing  
Ordinance was FINALLY PASSED on  
1/10/2023 by the Board of Supervisors of the  
City and County of San Francisco.

  
\_\_\_\_\_  
Angela Calvillo  
Clerk of the Board

  
\_\_\_\_\_  
London N. Breed  
Mayor

1/11/23  
\_\_\_\_\_  
Date Approved