



# CITY COUNCIL STAFF REPORT

DATE: JUNE 24, 2026

BUSINESS & LEGISLATIVE

SUBJECT: DISCUSSION REGARDING EXTREME WEATHER FACILITIES AND COORDINATION WITH THE PALM SPRINGS ANIMAL SHELTER REGARDING PET CARE FOR UNHOUSED RESIDENTS

FROM: Scott C. Stiles, City Manager

BY: Housing and Community Development

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## SUMMARY:

At their June 10, 2026 meeting, the City Council asked staff to evaluate alternatives to increase capacity for overnight extreme weather shelter. Staff worked with Martha's Village and Kitchen (MVK) to review procedures and costs of increasing the capacity of the Early Entry Facility (part of the Homeless Navigation Center campus located at 3589 McCarthy Road) and the Access Center (located at 225 El Cielo Road), which are operated by Martha's Village and Kitchen (MVK) to allow individuals to utilize the facility as a cooling center during times of inclement weather, typically mid-June through mid-September for the summer, and late November through late February for the winter. The City Council also asked staff to coordinate with the Palm Springs Animal Shelter to help treat and care for the participants' pets.

## RECOMMENDATION:

Discuss the alternatives presented and provide direction to staff.

## BACKGROUND:

On October 1, 2023, the City entered a Contract Services Agreement with MVK for the operation of the Access Center, Early Entry Facility, and Navigation Center (the "Agreement"). Under the Agreement, the City provides MVK with up to \$4,904,400 annually to operate the Access Center, Early Entry Facility, and Navigation Center, and includes comprehensive wrap-around case management and housing placement services.

On May 4, 2026, the independent Navigation Center Working Group highlighted the need to explore expanded daytime operations and facility footprint optimizations at the Early Entry Facility. The independent Navigation Center Working Group Report is included as

**Attachment A.** Staff analysis and MVK response to the Navigation Center Working Group Report is included as **Attachment B.**

On June 10, 2026, the City Council directed staff to return with a plan to utilize the Early Entry Facility to increase extreme weather services.

STAFF ANALYSIS:

The City of Palm Springs faces extreme weather conditions that pose critical life-safety risks to the unhoused and elderly populations. Currently, approximately 55 individuals (including 5 beds reserved for the Police Department) receive overnight shelter at the Early Entry Facility and typically utilize the Access Center for relief from the heat or cold during the day. Under the current operations, these individuals are required to vacate the facility every morning and return to the Access Center. One of the primary benefits of transporting individuals away from the Early Entry Facility is to limit impacts to the surrounding neighborhood. At the Access Center they have the option of leaving the facility for work, school, appointments, etc. They may also remain inside the Access Center for shelter from extreme weather.

Based on the recommendation from the Navigation Center Working Group, it was suggested that the Early Entry Facility be used as a daytime cooling center during peak extreme weather seasons for the 55 participants staying overnight at the Early Entry Facility. This strategy optimizes the facility's existing footprint and eliminates transporting the 55 individuals to the Access Center each morning during extreme weather events. Also presented are alternatives for utilizing the Access Center as either a late night, or overnight, cooling center during extreme heat.

Three alternatives for City Council are provided below.

*Alternative 1. Extreme Weather Shelter at Access Center until 10:00 PM*

This alternative would extend daily operating hours at the Access Center through 10:00 PM. The estimated cost for this alternative is \$171,700. This strategy would require the addition of three new positions - 3.0 FTE Security Staff to provide dedicated coverage during the extended evening operating hours and ensure participant and staff safety. The staffing costs reflect the entire 12 months of the year due to challenges with turnover, retention, and staffing stability. All other expenses reflect incremental operational costs above current baseline operations.

This option also funds minor furniture replacements to handle increased participant utilization and expands food services to cover additional evening snacks and beverages. Furthermore, it accounts for necessary cleaning supplies, client hygiene items, and building maintenance to support the extended facility operations.

Those that have been assigned a bed at the Early Entry Facility would be transported to the Early Entry Facility before the extended hour cooling center is opened. It is estimated

that 30 additional individuals may be accommodated during the extended hours. This alternative will not include sleeping arrangements.

*Alternative 2. Extreme Weather Shelter at Early Entry Facility*

Alternative 2 would allow for use of the Early Entry Facility during the day during extreme weather. For an initial 6-month seasonal activation (covering the 3 peak summer months and 3 peak winter months), the required cost is estimated to be \$310,804. This strategy would require the addition of four new positions – 3.0 FTE Residential Specialists to handle daytime/swing facility oversight and 1.0 FTE Cook to assist with meal preparation. The staffing costs reflect the entire 12 months of the year due to challenges with turnover, retention, and staffing stability. All other expenses reflect six months of operations.

This option also funds an on-site mobile shower suite to provide necessary daytime hygiene access and expands food services to cover daily lunches, snacks, and extra beverage hydration.

As noted above, transporting clients to and from the Early Entry Facility to the Access Center has significantly reduced neighborhood impacts. However, transitioning the Early Entry Facility to a daytime cooling center during peak seasons introduces potential challenges as the Early Entry Facility participants cannot be prevented from leaving the facility. To the extent that Early Entry Facility participants remain at the Early Entry Center the entire day, the neighborhood impacts would be minimal.

Furthermore, as the proposed new staffing and supplies would only accommodate up to 55 individuals already registered for the overnight shelter, it is not anticipated that walk up, non-Early Entry Facility participants will be allowed to enter the Early Entry Facility. Individuals who may not be aware of this may still travel to the Early Entry Facility only to find they will not be allowed to enter. Those individuals would have to be redirected to other services.

*Alternative 3. Extreme Weather Shelter Overnight at Access Center*

Alternative 3 would allow for overnight use of the Access Center. The estimated cost for this alternative is \$334,877. This strategy would require the addition of five new positions—4.0 FTE Security Staff to provide two swing shift and two graveyard shift positions to safely support extended operating hours and participant supervision, and 1.0 FTE Housekeeper to support necessary laundry operations. Similar to other options, staffing costs reflect full annualized wages to mitigate challenges with turnover, retention, and staffing stability, while operational costs cover the specific expansion needs.

This option funds expanded overnight shelter operations, providing breakfast and dinner for up to 20 participants, with meals structured to keep costs low. It also accounts for necessary dining room supplies, food purchase contingencies, facility cleaning/client hygiene supplies, and a one-time cost of \$3,500 for the initial purchase of 20 cots, pillows, and linens.

Furthermore, because the proposed staffing, food supplies, and cot capacities are strictly capped to accommodate a maximum of 20 participants. Individuals seeking overnight shelter who are unaware of this limitation may travel to the Access Center, only to find they cannot be accommodated. Those individuals would have to be redirected to other available region-wide emergency cooling services.

Detailed budgets for these alternatives are provided in **Attachment C**.

*Animal Shelter Coordination:*

The Working Group report also identified that a lack of formal coordination with pet care organizations represents a critical barrier to shelter access. To facilitate this service on a regular basis, staff will assist MVK with establishing a Memorandum of Understanding (MOU) with the Palm Springs Animal Shelter. The MOU may include having the Palm Springs Animal Shelter provide recurring on-site veterinary wellness checks, distribute emergency pet supplies (food, collars/leashes), and assistance with animals that cannot be safely managed on-site due to medical isolation or behavioral friction.

ENVIRONMENTAL ASSESSMENT:

The requested City Council action is not a “Project” as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a “Project” means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The requested action is to amend a lease of a City-owned property and is exempt from CEQA pursuant to Section 15378(b), in that a “Project” does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

ALIGNMENT WITH STRATEGIC PLANNING:

This item aligns with the following City Council Strategic Plan Broad Goal: Housing.

FISCAL IMPACT:

Funding for any of the three alternatives presented by staff would require an appropriation from General Fund balance in FY27.

REVIEWED BY:

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|-------------------------|--------------|
| Department Director:    | Jay Virata   |
| Assistant City Manager: | Flinn Fagg   |
| City Manager:           | Scott Stiles |

ATTACHMENTS:

- A. Independent Navigation Center Working Group Report
- B. Staff analysis and MVK response to the Navigation Center Working Group Report
- C. Early Entry Facility and Access Center Budgets for Extreme Weather Services