

Memorandum

REPORT TO: City Commission

FROM: Jesse DiTommaso, Economic Development Coordinator
David Fine, Economic Development Manager
Brit Fontenot, Economic Development Director

SUBJECT: Authorize the City Manager to Sign a Release of Promissory Note with HRDC for the Warming Shelter at 2015 Wheat Drive

MEETING DATE: October 28, 2025

AGENDA ITEM TYPE: Agreement - Agency/Non-profit

RECOMMENDATION: Authorize the City Manager to sign a release of promissory note with HRDC for the Warming Shelter at 2015 Wheat Drive.

STRATEGIC PLAN: 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

BACKGROUND: In November of 2019, the HRDC leased property at 2015 Wheat Drive, formerly the Skate Palace, for purposes of a community warming shelter. In order for the property to function as a warming shelter, significant health and safety improvements were necessary. At that time, HRDC requested funding from the City for improvements including the installation of a fire sprinkler suppression system, fire alarm system, lever hardware, compliant egress/exit door paths, emergency lighting, exit signs, and the installation and construction of required restrooms and shower facilities.

The City Commission found there was a compelling public interest in alleviating the need for emergency housing in the community and approved a [grant agreement](#) and associated [promissory note](#) for the improvements requested in December of 2020 in the amount of \$296,520.

The approved grant agreement required the property at 2015 Wheat Drive to be operated as a shelter for 10 years. In September of 2025, HRDC opened Homeward Point. Homeward Point includes a year-round emergency shelter. The new purpose-built shelter at Homeward Point has replaced the services previously provided at the warming shelter on Wheat Drive. As such, HRDC has requested a release of the promissory note in the 2020 grant agreement.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As recommended by the Commission.

FISCAL EFFECTS: None.

Attachments:

[2501008 HRDC Promissory Note Release.pdf](#)

Report compiled on: October 9, 2025