



AGENDA
REGULAR MEETING
Commission on Homelessness
Monday, October 3, 2016, 3:00 p.m.
Oxnard City Council Chambers, 305 West Third Street, Oxnard CA 93030

1. CALL TO ORDER AND ROLL CALL

- 2. PUBLIC COMMENT.** A person may address the Commission only on matters within the subject matter jurisdiction of the Commission. The presiding officer shall limit public comments to three (3) minutes per speaker. The Commission cannot enter a detailed discussion of or take action on any item presented during public comments that is not on the meeting agenda. Such items may only be referred to the Commission Secretary for administrative action or scheduled on a subsequent meeting agenda for discussion.

3. INFORMATION/CONSENT ITEMS

SUBJECT: Minutes of Special Meeting of September 19 and 27, 2016 (001)

RECOMMENDATION: Approve minutes of meeting of September 19 and 27, 2016.

4. REPORTS FROM CITY STAFF

SUBJECT: Alternatives to Winter Warming Shelter

5. OLD BUSINESS

SUBJECT: November 2016 Commission Meeting

RECOMMENDATION: Determine format and topics for the November 2016 meeting.

6. COMMISSION BUSINESS

SUBJECT: Ad Hoc Subcommittees

RECOMMENDATION: Establish Ad Hoc Subcommittees

SUBJECT: Role of Commissioners when engaging in public communication.

RECOMMENDATION: That the Board adopt a policy governing communications by Commissioners when speaking for the Commission and when speaking as individuals.

SUBJECT: "Make a Difference Day"

RECOMMENDATION: That the Commission receive a report from Vice-Chair Martinez regarding the October 22, 2016 "Make a Difference Day."

7. ANNOUNCEMENTS OF UPCOMING EVENTS

8. ADJOURNMENT

In accordance with the Americans with Disabilities Act and City of Oxnard policy, if you need special assistance to participate in a meeting, please call 385-8095 (TDD 487-2850). Notification 72 hours prior to the meeting will assist the City in making reasonable arrangements to ensure meeting accessibility.

**City of Oxnard Commission on Homelessness
DRAFT Minutes of the Special Meeting of
September 19, 2016
(continued to and concluded on September 27, 2016)**

On Monday, September 19, 2016, at 3:02 p.m. the Special Meeting of the Commission on Homelessness convened in the Council Chambers at 305 West Third Street, Oxnard, CA 93030. The following Commissioners were in attendance: Chair Francine Castañon, Vice-Chair Lucy Martinez, and Commissioners Brinkmeyer, Jaena, and Miller-Gonzalez. New Commissioners David Courtland and Yukio Okano joined the meeting upon being sworn in by the Assistant City Clerk. City of Oxnard staff members present were Arturo Casillas, Director of the Oxnard Housing Department; and Karl Lawson, Housing Department, who acted as Recording Secretary. Chair Castañon presided.

1. ROLL CALL

Roll was called and a quorum was deemed present.

2. INSTALLATION OF NEW COMMISSIONERS

Assistant City Clerk Lyn McGraw administered the oath of office to incoming Commissioners David Courtland and Yukio Okano.

3. PUBLIC COMMENT

Mr. Daniel Chavez addressed the Commission, and described his plan to address homelessness. He recommended that the City utilize a former assisted living facility near Albany and Channel Islands Boulevard as a transitional housing facility for veterans and homeless persons. Mr. Chavez estimated that it would require 25 to 30 year-round staff, and recommended that the facility be financed as a collaboration of the City of Oxnard, Cal-Vet, the Oxnard Housing Authority, the homeless service non-profits, and employment training centers in the County.

4. INFORMATION/CONSENT ITEMS

SUBJECT: Approval of Minutes of Special Meeting of July 18, 2016

Commissioner Brinkmeyer moved approval of the minutes as presented in the agenda packet. The motion was seconded by Chairwoman Castañon, and the motion carried with five "yes" votes and two abstentions (Commissioners Courtland and Okano).

SUBJECT: Commendation of Mr. Tim Hockett

Mr. Lawson directed the Commission's attention to draft Resolution No. 2016-05, commending Mr. Tim Hockett upon his retirement as Executive Director of Community Action of Ventura County. Commissioner Courtland moved adoption of the Resolution, and the motion was seconded by Chairwoman Castañon. The motion carried unanimously. The adopted Resolution is Attachment No. 1 to these minutes. Ms. Micheline Moret, Deputy Director of CAVC, indicated that Mr. Hockett was unable to personally receive the commendation, as he was out of state attending the wedding of his daughter. However, she indicated that a farewell luncheon honoring Mr. Hockett would take place on Friday, September 23. The Commission indicated that they would present the commendation to Mr. Hockett at that luncheon.

5. REPORTS FROM CITY STAFF

SUBJECT: Homeless Services Coordinator Position

Mr. Lawson directed the Commissioners' attention to the staff report at page 011 of the agenda packet, and provided a verbal update on the City's recruitment to fill the Homeless Services Coordinator position. Applications from interested persons were originally due on September 26, 2016, but the deadline has been extended to October 5, 2016.

6. NEW BUSINESS

SUBJECT: Alternatives to Winter Warming Shelter

Mr. Lawson introduced Housing Director Arturo Casillas and Consultant Ron Mulvihill, and informed the public that the Commissioners had been provided with a copy of his report (entitled "Feasible Alternatives to the National Guard Armory Winter Shelter for this Winter and Long-term Solutions Beyond 2016", dated September 13, 2016). *[Note: the Mulvihill report is over 50 pages in length, and has not been printed with these minutes. Printed copies were provided to Commissioners, and the report is accessible on the City website or upon request to the Housing Department.]* Mr. Casillas and Mr. Mulvihill addressed the Commission on the report and answered numerous questions from Commissioners.

The Chair opened the floor for public comment on the report. Ms. Peggy Ramirez, former Chair of the Commission, addressed the Commission and urged the Commission to not endorse the use of the National Guard Armory in Ventura for the winter of 2016-17.

Ms. Micheline Moret, Deputy Director of Community Action of Ventura County, also addressed the Commission. She stated that CAVC was still involved and willing to be part of the solution for the winter of 2016-17, and could house homeless persons at the CAVC site on 621 Richmond Avenue, where the CAVC also provides a variety of services for homeless persons. Ms. Moret also indicated that CAVC will have paid off the mortgage on its building in 2018, after which the organization anticipates having capital for a possible improvements in its services.

The Commission engaged in a lengthy discussion, focusing on the immediate need to provide a place for homeless persons to be sheltered this winter, with all Commissioners providing input. Commissioner Courtland stated that the Commission had insufficient time, and suggested that Commissioners be provided with additional time to prepare written points for inclusion in a Commission resolution and that the Commission re-convene in order to adopt specific policy recommendations.

Commissioner Courtland moved that the Commission continue the meeting and re-convene on Tuesday, September 27, 2016 at 3:00 p.m. Commissioner Miller-Gonzalez seconded the motion, which carried unanimously.

Mr. Lawson requested that any written proposals from individual Commissioners be transmitted to him by noon on Thursday, September 22, after which all such proposals would be disseminated to the full Commission and to the Commission mailing list.

At 4:40 p.m. on September 19, 2016, the meeting stood in recess. A Notice of Continuance was issued and posted; that Notice is Attachment No. 2 to these minutes.

On Tuesday, September 27, 2016, the meeting resumed at 3:07 p.m. in the City Council Chambers. All seven Commissioners were present, along with Mr. Lawson. The Chair called the meeting back to order and the Commission resumed its discussion of Item #6.

Chair Castañón noted that several Commissioners had submitted proposed wording for recommendations, and stated that Commission Resolution No. 2015-01, which was adopted by the Commission in July of 2015, included some of the recommendations which were being suggested again. Mr. Lawson read the recommendations that were set forth in that Resolution (that Resolution from 2015 is Attachment No. 11 to these minutes).

The Commission engaged in a lengthy discussion of the various proposals, including proposals from Commissioner Courtland (Attachment No. 3), Commissioner Brinkmeyer (Attachments No. 4 and No. 9), Vice-Chair Martinez (Attachment No. 5), and Commissioner Jaena (Attachment No. 6). The Commission also discussed the proposal submitted by Sam Gallucci on behalf of The Kingdom Center (Attachment No. 8), the proposal submitted by Community Action of Ventura County (Attachment No. 10), and the key elements of the agreement summarized by Commissioner Courtland in his e-mail of 9/24/16 (Attachment No. 7).

The Board discussed possible ways to combine the language from the various Commissioners' proposals into one Resolution. Commissioner Okano urged the Commission, when considering options for the winter of 2016-17, to focus on considering alternatives that meet the time and cost constraints facing the City. Commissioner Courtland recommended that the Commission adopt a specific proposal for the short-term in order to get prompt action. Commissioner Miller-Gonzalez urged a comprehensive approach, and in addition urged the Oxnard Housing Authority to take steps to market the Section 8 program to landlords in order to increase the supply of units available that will accept vouchers.

The Chair invited comments from members of the public. Pastor Sam Gallucci addressed the Commission on the proposal submitted by his organization, The Kingdom Center (Attachment No. 8), and stated that his organization was willing to work on the short-term now as a possible basis for the long-term, including possible expansion of year-round shelter options. Ms. Cindy Wilson, also of The Kingdom Center, urged the Commission to exclude the Ventura Armory option for reasons related to the safety of female clients.

Ms. Mich Moret, speaking on behalf of Community Action of Ventura County (CAVC), detailed the proposal set forth in Attachment No. 10, and stated that if a Temporary Use Permit (TUP) were to be provided, the CAVC building could be ready by December 1, 2016.

Ms. Eileen Tracy addressed the Commission as a private citizen. She urged the Commission to recommend that the City utilize funds from Cap and Trade sources; and that the Commission recommend to City Council that TKC and CAVC be granted the necessary TUPs or other required permits to be able to operate as shelters in the winter of 2016-17.

Mr. Abel Magaña addressed the Commission in his capacity as the Director of the Downtown Business Improvement District. He stated that the various businesses were eager to work together on a solution to issues related to homeless persons in the downtown area, and that the DBID was supportive of the CAVC proposal.

After Public Comment was closed, the Chair invited discussion from the Commissioners. Vice-Chair Martinez opined that the Board should also recommend that City Council utilize Measure "O" monies for homeless shelters.

Chair Castañon proposed that the Commission take three steps: (1) adopt a resolution in this meeting setting forth the Commission's recommendations to City Council regarding the short-term shelter situation for the upcoming winter of 2016-17; (2) meet on October 3, 2016 and draft a letter to City Council, to be read by the Chair at the City Council meeting of October 4, 2016; and (3) conduct a Study Session during the regular November Commission meeting, and request that a representative from the City Manager's office and from the Planning Division participate in that meeting with the Commission.

The Chair led additional discussion among the Commissioners for the purpose of combining recommendations and bullet points. The meeting recessed at 4:56 p.m., and reconvened at 5:04 p.m.

Upon reconvening, the Commission reviewed the draft wording of a resolution that included the following bullet points:

That the Commission recommend that City Council

1. Direct the Housing Director and staff to meet with the service providers, specifically The Kingdom Center and CAVC, to determine whether a viable operational plan for the winter of 2016-17 can be implemented on a timely basis, as an alternative to the use of the Ventura Armory this winter;
2. Direct Planning staff to grant a Temporary Use Permits and/or other permits that CAVC and TKC requires in order to be able to operate a shelter or expand capacity for the winter of 2016-17;
3. Allocate necessary funds from any other City sources such as Measure "O" funds, Cap and Trade funds, or other sources; and seek funds from the County of Ventura that may be available;
4. Direct Housing and Planning staff to continue to work on a long-term plan, utilizing the recommendations contained in the Mulvihill Report as a template;
5. Assign a representative of the Community Development Director and a representative from the City Manager's office to participate in the November study session of the COH to formulate long-term plans
6. Consider declaring a state of emergency in Oxnard establishing homelessness as a priority in order to make the City eligible for state and federal emergency funding, and ask the Ventura County Board of Supervisors to do the same.

The language was incorporated into Resolution No. 2016-06. Vice-Chair Martinez moved adoption of the Resolution as drafted, and Commissioner Okano seconded the motion. The question was called and the motion carried unanimously. The adopted Resolution is Attachment No. 12 to these minutes.

7. COMMISSION BUSINESS

SUBJECT: Ad Hoc Subcommittees

At the recommendation of the Chair, this item was tabled until the next Commission meeting.

8. ANNOUNCEMENTS OF UPCOMING EVENTS

Vice-Chair Martinez announced and invited all members of the public to attend the "Make a Difference Day" event to take place in Plaza Park on October 22, 2016.

Ms. Peggy Rivera announced that a Candidate Forum featuring candidates who are seeking the offices of City Treasurer and City Clerk would be held on October 5, 2016.

Commissioner Miller-Gonzalez requested that the agenda for the next meeting include discussion of the role of Commissioners in making public statements. The date of the next meeting of the Commission will be Monday, October 3, 2016 at 3:00 p.m.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 5:11 p.m.

Attachments to Minutes

1. Commission Resolution No. 2016-05
2. Notice of Continuance, dated 9/19/16
3. Commissioner Courtland's submission of 9/20/16
4. Commissioner Brinkmeyer's submission of 9/22/16
5. Commissioner Martinez' submission of 9/22/16
6. Commissioner Jaena's submission of 9/22/16
7. Commissioner Courtland's e-mail of 9/24/16
8. E-mail from Sam Gallucci, 9/27/16, with attached Proposal
9. Commissioner Brinkmeyer's Possible Motion, submitted 9/27/16
10. Proposal submitted by Community Action of Ventura County, 9/27/16, with attached Draft Budget
11. Commission Resolution No. 2015-01, adopted July 27, 2015
12. Commission Resolution No. 2016-06
13. Mulvihill Report, dated 9/13/16

(Draft Minutes prepared by Karl Lawson)

RESOLUTION NO. 2016-05

**A RESOLUTION OF THE COMMISSION ON HOMELESSNESS OF THE CITY OF OXNARD
COMMENDING MR. TIM HOCKETT FOR HIS SERVICE TO OUR COMMUNITY**

WHEREAS, the City Council has established the Commission on Homelessness and charged the Commission with advising the City Council on all matters pertaining to homelessness in the City; and

WHEREAS, Mr. Tim Hockett, a valued member of the Oxnard community, obtained his formal education at Columbia Christian College, Hebrew University, the University of California-Berkeley, and the Graduate Theological Union; and

WHEREAS, Mr. Hockett has dedicated his life to the service of others, having worked for over twenty years with the Olympic Community Action Program in the State of Washington, prior to becoming Executive Director of Community Action of Ventura County (CAVC) in 2012; and

WHEREAS, under Mr. Hockett's leadership, CAVC has provided valuable services and programs for the homeless community of Oxnard, and has been an essential partner of the City of Oxnard in efforts to ameliorate the effects of homelessness and to assist individuals in moving from homelessness to stable housing; and

WHEREAS, hundreds of homeless residents of Oxnard and Ventura County have benefited directly from the services provided by CAVC, and from the innovative programs implemented under Mr. Hockett's leadership; and

WHEREAS, the Commission on Homelessness has been the beneficiary of Mr. Hockett's expertise, wisdom, and collaboration on issues related to homelessness in our community;

NOW, THEREFORE, BE IT RESOLVED that the Commission on Homelessness wishes to publicly thank and commend Tim Hockett for the leadership and dedication that he has demonstrated over the years to the homeless community of Ventura County, to congratulate him on his retirement, and to wish him well in all future endeavors; and

BE IT FURTHER RESOLVED that the Chair is directed to present this Resolution to the City Council and to Community Action of Ventura County to memorialize our appreciation and recognition of the many significant accomplishments of Tim Hockett,

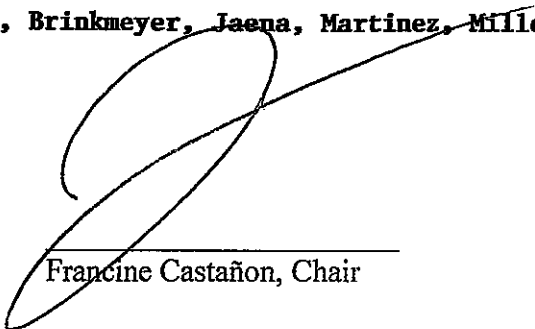
PASSED AND ADOPTED THIS 19th day of September, 2016, by the following vote:

AYES: **Castanon, Courtland, Brinkmeyer, Jaena, Martinez, Miller-Gonzalez, Okano**

NOES: **None**

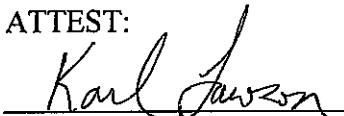
ABSENT: **None**

ABSTENTIONS: **None**



Francine Castañon, Chair

ATTEST:



Karl Lawson, Executive Secretary

Certificate of Commendation

Awarded to

Tim Hockett

In recognition of his life-long career dedicated to the service of others and for the leadership and dedication that he has demonstrated over the years to the City and to the homeless community of Ventura County.

**Adopted this 19th day of September, 2016, by
The City of Oxnard Commission on Homelessness**

**Francine Castañon, Chair
Lucy Martinez, Vice-Chair
Darlene Miller-Gonzalez, Commissioner
Sue Brinkmeyer, Commissioner
Francisco Jaena, Commissioner
David Courtland, Commissioner
Yukio Okano, Commissioner**

OXNARD



**City of Oxnard
Commission on Homelessness**

NOTICE OF CONTINUANCE OF MEETING OF SEPTEMBER 19, 2016

Please be advised that the City of Oxnard Commission on Homelessness' Special Meeting of September 19, 2016 has been continued and will re-convene on Tuesday, September 27, 2016, at 3:00 p.m. in the Oxnard City Council Chambers, 305 West Third Street, Oxnard CA 93030.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Karl Lawson", written over a horizontal line.

Karl Lawson
Executive Secretary
Commission on Homelessness

Date: September 19, 2016

Commissioner Courtland's submission of 9/20/16
Action plan for 2016-17 homeless shelter/year-round homeless shelter

Pursuant to consultant Ron Mulvihill's recommendation in his report on alternatives to the National Guard Armory winter shelter, the Oxnard Homeless Commission urges the City Council take the following actions immediately:

- Declare a state of emergency in Oxnard establishing homelessness as a priority, making the city eligible for state and federal emergency funding; ask the Board of Supervisors to do the same for Ventura County.
- Change rules for housing voucher eligibility to make them more available.
- Grant Community Action of Ventura whatever zoning changes and permits are needed to convert its second floor into a shelter.
- Form a task force with the Commission to draft plans for transitional and year-round homeless shelters, including location, cost, provider and other sources of funding.
- Ask the Ventura County Board of Supervisors to match funds from HUD Community Development Block Grants, and commit Measure O funds towards the acquisition of a year-round shelter site.

The Board established a \$2 million matching fund for the purpose of establishing permanent, year-round homeless shelters in April 2010. The Board has reallocated some of the fund to homelessness prevention, leaving about \$800,000. Oxnard would be the first city to apply for funding.

Funds can only be used for capital and not operating costs. Matching fund applicants must have control of a shelter site through ownership, purchase option or long-term lease. The match is two to one, that is, for every \$2 of funding the city can contribute from whatever sources, the county will match with a \$1.

The first step would be to send a letter to Deputy Executive Officer Christy Madden of the Community Development Office (phone: 805-654-2679, e-mail: christy.madden@ventura.org). The letter should include as much information from the criteria in the county's policy and procedures as possible.

Proposed
9/27/16

Lawson, Karl <karl.lawson@oxnard.org>

Recommendations for the commission to consider1 message

Sue Brinkmeyer <sbrink@glendale.edu>

Thu, Sep 22, 2016 at 11:42 AM

To: Karl Lawson <karl.lawson@oxnard.org>, Karl Lawson <Karl.Lawson@ci.oxnard.ca.us>

1. Use city-owned vacant buildings, temporary or permanent structures on city-owned property (e.g. lots adjacent to Rescue Mission), or rent a space in SB-2 zone for men's facility.
2. Accept Kingdom Center's offer to build and run a facility for women and children on adjacent property
3. Accept Rescue Mission's offer to expand available beds during winter
4. If any of these can be permanent facilities tap the county's matching fund to pay for construction
5. Ask congregations to adopt homeless families in whatever way works for each congregation, e.g., Family Promise or other model
5. As soon as a plan is in place, begin extensive fund raising campaign to pay for it
6. Sign MOU's with all public and private service agencies to provide services that will move those utilizing shelters toward re-housing
7. As far as is practicable, have all facilities be low barrier and include storage, options for pets, linkages to services, rapid re-housing, and employment opportunities
7. Explore Safe Sleep options for those with vehicles
8. Provide legal camping sites for those who cannot be otherwise accommodated

Sue Brinkmeyer

Lucy Cartagena lucycartagena@yahoo.com
TO: "Lawson, Karl" karl.lawson@oxnard.org

Thu, Sep 22, 2016 at 4:22 PM

My recommendation is not accept kingdom center's offer, and open it to service providers to bid, and we can have options.

Recommend the city tap into its vacant and open lots for possible tent or car sleeping areas.

Have the city revise its policy on zoning when it pertains to housing programs.

Sent from Yahoo Mail on Android

From: Francisco Jaena <franciscojaena@yahoo.com>

Date: Thu, Sep 22, 2016 at 8:16 PM

Subject: Re: Fwd: Proposals from Commissioners on Item #6 (Meeting of 9/19 - 9/27/16)

To: "Lawson, Karl" <karl.lawson@oxnard.org>

My only suggestion is go for the rental of available sb2 property for the minimum of 1 year, which is almost the same as renting the armory for the winter warming shelter months only. I would refer to the ones rented by the Habitat for Humanity. I think its affordable.

TO: Lawson, Karl karl.lawson@oxnard.org

On Sat, Sep 24, 2016 at 9:06 AM, David Courtland <pariah42@yahoo.com> wrote:

On Friday afternoon (Sept. 23) I met with former Commissioner Peggy Rivera, Sam Gallucci of Kingdom Center and Mich Moret and Tim Hockett of Community Action of Ventura to hammer out a proposal for a fall weather emergency shelter. Former shelter manager Brenda Cobos was also consulted and contributed to the conversation by phone speaker.

We have a tentative agreement for Community Action to house 40-50 men and Gabriel House another 20-30 women on a similar schedule to past shelters at the Oxnard and Ventura National Guard armories, with a similar number of staff and volunteers.

This short-term plan will be introduced at Tuesday's special meeting, piggybacked onto my proposal for a year-round shelter that has been attached to previous e-mails.

-- David Courtland

"If one cannot command attention by one's admirable qualities one can at least be a nuisance."
— Margery Allingham, "Death of a Ghost"

9/27/2016

City of Oxnard Mail - RE: Proposals to Commissioners on Item #6 (Meeting of 9/19 - 9/27/16)



Lawson, Karl <karl.lawson@oxnard.org>

RE: Proposals to Commissioners on Item #6 (Meeting of 9/19 - 9/27/16)

1 message

Sam Gallucci <sam.gallucci@theharbor.us>

Tue, Sep 27, 2016 at 8:23 AM

To: "Lawson, Karl" <karl.lawson@oxnard.org>, "Castanon, Francine" <fran05292002@yahoo.com>, "sbrink@glendale.edu" <sbrink@glendale.edu>, Lucy Cartagena <LucyCartagena@yahoo.com>, "darlenemiller61@yahoo.com" <darlenemiller61@yahoo.com>, "franciscojaena@yahoo.com" <franciscojaena@yahoo.com>, Yukio Okano <yukio.okano@yahoo.com>, David Courtland <pariah95@gmail.com>
Cc: Arturo Casillas <arturo.casillas@oxnard.org>, "ron@housinginnovationsandsolutions.com" <ron@housinginnovationsandsolutions.com>, Cindy Wilson <cwilson@tkcoxnard.org>, "mmarquez@ilrc-trico.org" <mmarquez@ilrc-trico.org>, Micheline Moret <MMoret@ca-vc.org>, "thockett@ca-vc.org" <thockett@ca-vc.org>, Theadora Davitt-Cornyn <tdavittcor@aol.com>

Dear Commissioners,

As President of the Kingdom Centers, we are very excited and honored to be a part of the proposed solution to provide a permanent solution to our winter warming shelter needs in our city of Oxnard. As we reviewed the proposals it became clear that one of our biggest obstacles continues to be funding.

It is in this context I would like to offer a solution to the funding challenges that can serve the needs of our city and one of the needs of my Church The Harbor .

The Harbor Missionary Church is in the process of relocating back to the city of Oxnard and would love the opportunity to partner with you in solving this most critical need we have of shelter for all woman and children.

It is important to note that the Harbor Church is an independent organization from the Kingdom Centers. They are two separate corporations. As with many of my Pastoral colleagues I am bi-Vocational and so, I am President of The Kingdom Centers and Pastor of the Harbor Church.

Please review our offer and I look forward to discussing it this afternoon.

With Great Respect and Love

Sam

Pastor Samuel Gallucci

Attachment No. 8

**COMMUNICATION FROM SAM GALUCCI, 9/22/16,
TO COMMISSION ON HOMELESSNESS**

Offer to The City of Oxnard to Locate The Harbor Church at Gabriel's House Location in exchange for its facility to be used as a warming shelter for woman and children.

1. Church pays for Sprung Structure and installation of structure
2. The Church and the City commits to 5 year lease, one dollar a year, use of the land for all Church activities.
3. City offers a 5 Year extension option at end of lease
4. Church owns Structure, can move or sell at the end of the lease term
5. City pays for all other associated cost for use as a winter warming shelter – meals, labor cost, parking lot, portable bathrooms, showers, cross walk to large parking lot across the street, all permits, etc.
6. Church agrees to allows facility to be used as a warming shelter 5pm-8am , 4 months a year at city expense and control, and would allow it to extend to a year around shelter.
7. In order to further assist the city with their funding challenges, the church would offer to purchase the land at FMV now or at a future date to assist city in funding all additional cost to operate their winter shelters.
8. The Harbor Church and Embrace Ministries acknowledges that it would offer the facility to the city but not be directly involved in running the shelter.

Possible motion on Sheltering and Services for winter 2016-17 on
Proposed by Sue Brinkmeyer

The Oxnard Commission on Homelessness recommends that City Council direct staff to convene immediately an intensive series of meetings with all local service providers, relevant City and Continuum of Care staff, to work out a comprehensive plan to provide shelter for homeless Oxnard residents as well as services that will keep those who seek shelter moving steadily forward toward a return to housing. Such plans should be brought to City Council by mid-November.

The Commission further recommends that City Council direct staff to move forward with plans for sheltering at the Ventura armory in partnership with the City of Ventura for winter 2016-2017 only in the event that a satisfactory alternative plan to provide shelter for homeless Oxnard residents as well as services that will keep those who seek shelter moving steadily forward toward a return to housing cannot be agreed to by October 21.

The Commission further recommends that City Council direct staff to continue to work toward plans for year-round, permanent solutions to homelessness in the City of Oxnard and that such plans be brought to Council no later than July of 2017.

September 27, 2016

To: the Commission on Homelessness

From: Community Action of Ventura County

Re: Proposal for Winter Warming Shelter in Oxnard

Our Proposal

Community Action of Ventura County is prepared to work in collaboration with the Kingdom Center/Gabriel's House and other partners (Rescue Mission, StVdP) to ensure that there is a Winter Warming Shelter this year without using the Oxnard Armory.

We propose a collaboration in which we at Community Action would shelter up to fifty homeless MEN overnight and then would continue to provide day services during the day. Those day services include, showers, laundry and, most importantly, case management.

It is our understanding that the Kingdom Center, through its own proposal, will expand to assist homeless women and children.

It is also our understanding that the Rescue Mission will make available some beds as well.

This model will finally provide shelter for all homeless populations, including coordinated entry and case management. We already track our client activity in HMIS.

The Budget

We estimate that the operating costs for four months would be approximately \$150,000.

Approximately half the money would be for salaries for a manager and for an additional staff to cover the 12 hour shelter period. The other half would be spent on the facility and limited services.

See attached DRAFT Budget for CAVC WWS

What CAVC Needs

CAVC will need considerable volunteer support. Ideally, at least 2 monitors to help keep order each night. Breakfast meals are not budgeted, neither are lunches.

CAVC will need a Temporary Use Permit issued by the City in order to operate for four months. CAVC is prepared to install some safety measures to satisfy safety concerns of the City.

CAVC will NOT be able to continue with this arrangement past four months if the City does not change the zoning from the property's current M-2 to C-M. We have been told by the City's Planning department that the City must conduct a CEQA assessment before it can change the zone. The CEQA could cost \$12,000. If this step is taken, then CAVC would be in a position to operate all year, AND would be in a position to build out the upstairs area of the building into a very robust shelter.

DRAFT Budget for CAVC WWS

9/27/2016

Rent / Utilities	\$ 24,000.00	at \$200 per night (includes utilities)
Laundry	\$ 7,000.00	we have W/D on site but likely inadequate
Cleaning	\$ 6,000.00	janitorial svc? \$50 per day
Catering	\$ 30,000.00	one meal per person, per night
Security	\$ 32,000.00	same bud as WWS
Salaries*	\$ 42,250.00	allows for 1 FTE project mgr and 2 staff to cover a total of 12 hrs each day
Containers	\$ 1,500.00	for storage
Transport		
Misc	\$ 7,000.00	using 1/3 StVdP budget
Total	\$ 149,750.00	

Assuming 50 people, breakfast, dinner, 1 mgr, 2 staff, 2 volunteer monitors

* all costs assume a 4 month period

\$ 25,000.00	2 persons for 6 hours each at \$15 plus payroll taxes
\$ 17,250.00	project manager
<u>\$ 42,250.00</u>	

Keep in mind that by virtue of the location, the homeless clients would also benefit during the day from CAVC day services and case management. They would also benefit from the VC One Stop every Wednesday. Job and housing placement would be much improved.

A RESOLUTION OF THE COMMISSION ON HOMELESSNESS OF THE CITY OF
OXNARD, CALIFORNIA

WHEREAS, the City Council has established the Commission on Homeless and charged the Commission with advising the City Council on all matters pertaining to homelessness in the City; and

WHEREAS, the powers and duties of the Commission, as set forth in the City Code, include recommending programs, strategies and funding for preventing and reducing the incidence of homelessness in the City; and

WHEREAS, there is a need for a winter warming shelter for homeless persons in our community, as evidenced by the 862 individuals who were provided shelter in the winter of 2014-15; and

WHEREAS, in recent years the City has funded a Winter Warming Shelter between December and March, in collaboration with the City of Ventura and several service providers; and

WHEREAS, no organization has stepped forward to operate a shelter for the winter of 2015-16, which is projected to be colder and wetter than recent winters;

NOW, THEREFORE, BE IT RESOLVED that the Commission on Homelessness recommends the following to the City Council:

- (1) That staff be directed to identify viable locations for a winter warming shelter;
- (2) That Council identify possible sources of funding to operate such a shelter;
- (3) That staff analyze the permissibility of taking action based on a declaration of emergency related to the impact that the anticipated inclement weather will have on homeless individuals in our community;
- (4) That staff be directed to assess steps that can be taken to expedite the processing of the permit application that has been filed seeking authorization to re-zone and/or otherwise allow the use of the facility at 621 Richmond as a shelter for homeless persons; and
- (5) That Council place this matter on a Council agenda in the month of September.

BE IT FURTHER RESOLVED that this Resolution shall be forwarded to the City Council and to the Council's Homeless Committee.

PASSED AND ADOPTED THIS 27th day of July, 2015, by the following vote:

AYES: Commissioners Brinkmeyer, Castanon, Flores, Gonzalez, Jaena, Martinez, Rivera

NOES: None

ABSENT: None

ABSTENTIONS: None



Regis Rivera, Chair

ATTEST:



Karl Lawson, Executive Secretary

RESOLUTION NO. 2016-06

**A RESOLUTION OF THE COMMISSION ON HOMELESSNESS OF THE CITY OF OXNARD,
CALIFORNIA**

WHEREAS, the City Council has established the Commission on Homeless and charged the Commission with advising the City Council on all matters pertaining to homelessness in the City; and

WHEREAS, the powers and duties of the Commission, as set forth in the City Code, include recommending programs, strategies and funding for preventing and reducing the incidence of homelessness in the City; and

WHEREAS, there is a need to provide shelter for homeless persons in our community during the winter months, as evidenced by the 655 individuals who were provided shelter at the Winter Warming Shelter in the winter of 2015-16; and

WHEREAS, in recent years the City has funded a Winter Warming Shelter between December and March, in collaboration with the City of Ventura and several service providers; and

WHEREAS, there is also a need for a long-term solution, beyond the winter of 2016-17, for the provision of shelter and services for homeless persons; and

WHEREAS, the City commissioned a report by consultant Ron Mulvihill to explore options for both the immediate need for shelter in the winter of 2016-17 and for long-term shelter for our homeless population; and

WHEREAS, the Mulvihill report was presented to the Commission on Homelessness at a special meeting of September 19, 2016, at which public comment was received and considered by the Commission; and

WHEREAS, that Special Meeting was continued and resumed on September 27, 2016, at which time the public and the Commission provided additional input and more fully considered possible recommendations; and

WHEREAS, several non-profit homeless service providers, including The Kingdom Center (TKC), Community Action of Ventura County (CAVC), and the Ventura County Rescue Mission (VCRM), have stepped forward to propose joint efforts to address the need for additional shelter beds in the upcoming winter of 2016-17; and

WHEREAS, in the near future the City Council will be receiving a report from the Housing Department with recommended approaches, both for the winter of 2016-17 and long-term; and

WHEREAS, the Commission on Homelessness wishes to provide its input and recommendations to the City Council as Council considers the proper course of action to take for both the winter of 2016-17 and the longer term.

NOW, THEREFORE, BE IT RESOLVED that the Commission on Homelessness recommends the following to the City Council:

- (1). That Council direct the Housing Director and staff to meet with the service providers, specifically TKC, CAVC and VCRM, to determine whether a viable operational plan for the winter of 2016-17 can be implemented on a timely basis, as an alternative to the use of the Ventura Armory this winter;
- (2). That Council direct Planning staff to grant Temporary Use Permits and/or other necessary permits that CAVC and TKC may require in order to be able to operate an overnight shelter (CAVC) and expand bed capacity (TKC) for the winter of 2016-17;
- (3). That Council allocate the funds necessary for this winter from any other City sources such as Measure "O" funds, Cap and Trade funds, or other permissible sources, as well as seeking funds from the County of Ventura that may be available;
- (4). That Council direct the Housing and Planning staff to continue to develop a long-term plan to provide shelter with services on a year-round basis, utilizing the recommendations contained in the Mulvihill Report as a template;
- (5). That the City assign a representative of the Community Development Director and a representative from the City Manager's office to participate in the November study session of the Commission on Homelessness which will consider the formulation of long-term strategies to address homelessness; and
- (6). That the City Council consider declaring a state of emergency in Oxnard establishing homelessness as a priority in order to make the City eligible for state and federal emergency funding, and ask the Ventura County Board of Supervisors to do the same.

BE IT FURTHER RESOVED that this Resolution shall be presented by the Chair to the City Council and to the Council's Homeless Committee.

PASSED AND ADOPTED THIS 27th day of September, 2016, by the following vote:

AYES: Commissioners Courtland, Okano, Brinkmeyer, Jaena, Miller-Gonzalez, Castañon, and Martinez

NOES: None

ABSENT: None

Francince Castañon, Chair

ATTEST:


Karl Lawson, Executive Secretary