



**AGENDA  
REGULAR MEETING  
Commission on Homelessness  
Monday, March 6, 2017, 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 Regular Meeting of February 6, 2017 (001)

**RECOMMENDATION:** Approve minutes of meeting of February 6, 2017.

**4. REPORTS FROM CITY STAFF**

**SUBJECT:** Winter Warming Shelter (City Staff)

**5. NEW BUSINESS**

**SUBJECT:** Annual Activity Report to City Council (007)

**RECOMMENDATION:** That the Commission review and adopt the 2016 Annual Activity Report to City Council.

**6. COMMISSION BUSINESS**

**SUBJECT:** Entitlement Grants for 2017-18

**RECOMMENDATION:** Receive Report on Next Steps in Entitlement Grant Process

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**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 Regular Meeting of  
February 6, 2017**

On Monday, February 6, 2017, at 3:03 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 Sue Brinkmeyer, David Courtland, Francisco Jaena, and Yukio Okano. City of Oxnard staff member present was Karl Lawson, Housing Department, who acted as Recording Secretary; and Homeless Services Coordinator Carlos Jimenez. Chair Castañon presided.

**1. ROLL CALL**

Roll was called and a quorum was deemed present.

**2. PUBLIC COMMENT**

None.

**3. INFORMATION/CONSENT ITEMS**

**SUBJECT: Approval of Minutes of Meeting of January 9, 2017**

Commissioner Courtland moved approval of the minutes as presented in the agenda packet. The motion was seconded by Commissioner Jaena, and the motion carried unanimously.

**4. REPORTS FROM CITY STAFF**

**SUBJECT: Homeless Services Coordinator Position**

Mr. Lawson provided the Commission with reports on four matters, beginning with the Homeless Services Coordinator Position. A copy of the power point slide presentation for the four reports is included as Attachment No. 1 to these minutes. Mr. Lawson reviewed the information set forth in the power point presentation and introduced Mr. Carlos Jimenez, who assumed the position on January 23, 2017. Mr. Lawson and Mr. Jimenez responded to questions from members of the Commission.

**SUBJECT: Winter Warming Shelter**

Mr. Lawson also provided an update on the status of the Winter Warming Shelter (WWS). The WWS opened on December 7, 2016, and has provided shelter to a total of 542 homeless individuals since that time. The average number of persons who used the shelter each night has risen from 57 in the first week to over 100 per night currently. The goal of the three jurisdiction consortium which provides major funding for the WWS (the City of Oxnard, the City of Ventura, and the County of Ventura) is to keep the WWS open through the end of March. The funds available will only allow the shelter to remain open through the end of February, and an additional \$45,000 is needed to fund operations through March.

Mr. Lawson and Mr. Steve Karnazes, who serves as the WWS operator, responded to questions from the Commissioners about the operation of the shelter. Commissioner Okano reported that he had volunteered at the WWS, and was very impressed with the operation and with the compassion and level of service provided by the staff. Vice-Chair Martinez stated that she had been to the shelter, and complimented the staff on the acceptance and service provided by the staff to the LGBTQ community.

**SUBJECT: National Point-In-Time Count**

Mr. Jimenez reported to the Commission on the Point-In-Time count that was conducted in Oxnard on the morning of Tuesday, January 24, 2017. He noted that Officer Jacob Jundef of the Oxnard Police Department and Ms. Tara Carruth of the County of Ventura Chief Executive Office had provided valuable leadership and assistance in carrying out the PIT count in Oxnard. Mr. Jimenez responded to questions from members of the Commission. Commissioner Brinkmeyer commented on the nature of the count, and she and staff indicated that the de-duplicated results of the PIT count would be published by Professor Joe Coletti within the next several weeks.

**SUBJECT: Entitlement Grants Proposal Review Committee**

Staff reported that the panel interviews with the applicants for funding under the Emergency Solutions Grant (ESG) and Community Development Block Grant (CDBG) programs would be conducted in the week of February 13-17. Mr. Jimenez informed that the schedule called for the panel interviews for ESG and CDBG to take place specifically from Wednesday through Friday, February 15 through 17.

Commissioner Brinkmeyer, who had been designated as the Commission's representative to the panel, indicated that she had not applied for re-appointment to the Commission, and thus was yielding her position to the alternate, Vice-Chair Martinez. She nominated Commissioner Jaena to be designated as the alternate, and the nomination was seconded by Commissioner Courtland. The motion passed unanimously.

**5. NEW BUSINESS**

**SUBJECT: Regional Continuum of Care Alliance**

Mr. Lawson and Mr. Jimenez provided a brief verbal report on the Ventura County Regional Continuum of Care Alliance (C.o.C.). Mayor Pro Tem Carmen Ramirez is the City Council representative to the C.o.C. The Commission is also eligible to appoint a representative to the C.o.C. Chair Castañon volunteered to serve on a provisional basis until such time as the incoming Commission could designate a representative. Without opposition, it was so ordered.

**6. OLD BUSINESS**

**SUBJECT: Ad Hoc Subcommittees**

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This item was tabled and will be placed on the agenda of the first Commission meeting to take place after the 2017-18 Commission has been appointed and assumed office.

## **7. COMMISSION BUSINESS**

### **SUBJECT: Ventura Social Services Task Force**

Commissioner Brinkmeyer provided a detailed report on the origin and structure of the Ventura Social Services Task Force (VSSTF) and its efforts to address homelessness in the City of Ventura. In contrast to the Oxnard Commission on Homelessness, the VSSTF is not a government-appointed body and thus operates in a distinct manner. In 2016, the VSSTF made significant strides with the City of Ventura, which resulted in a Council meeting that was dedicated to developing strategies to address homelessness, with extensive community participation. That effort led to the City currently drafting an ordinance that would ease the process for co-locating homeless services and shelters, among other things. Commissioner Brinkmeyer responded to questions from the Commission, which conducted a discussion on the events and policies.

## **7. ANNOUNCEMENTS OF UPCOMING EVENTS**

City Council appointments.....

## **8. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:22 p.m.

### **Attachment**

Power Point Presentation for Item 4: Reports from City Staff

(Draft Minutes prepared by Karl Lawson)

## City of Oxnard Commission on Homelessness

February 6, 2017

### Commission Powers and Duties (Chapter 2.29 of the City Code)

- Advise City Council on matters pertaining to homelessness
- Serve as liaison between City Council and community
- Review and evaluate programs, requests for homeless funds, and homeless services
- Recommend programs, strategies, and funding for preventing and reducing the incidence of homelessness

### RECOMMENDATIONS TO CITY COUNCIL

Commission recommendations are presented to City Council in the form of written resolutions, adopted by majority vote.

In 2015 and 2016, the Commission adopted seven Resolutions, containing 33 separate recommendations to City Council.

### Homeless Assistance Program

- \* The City's Homeless Services Division is part of the Oxnard Housing Department (not the Oxnard Housing Authority)
- \* The Oxnard Housing Authority (OHA) administers 700+ public housing units and over 1600 Section 8 Housing vouchers. OHA is federally-funded, and funds can only be expended on public housing and housing choice voucher programs.

### Functions of the Homeless Services Division

1. Provide staff support to the Commission on Homelessness
2. Administer ESG Grants awarded to five sub-recipient organizations (\$171,000 in 2016-17)
3. Participate in the funding and operation of the Winter Warming Shelter (\$69,000 in 2016-17)

### ESG Sub-recipients

- \* County of Ventura (Homeless Prevention and Rapid Re-Housing; \$55,000 total)
- \* Community Action of Ventura County (day services for homeless persons; \$38,143)
- \* Turning Point Foundation (homeless persons with mental illnesses; \$27,000)
- \* The Kingdom Center (women's shelter; \$30,000)
- \* Interface Children and Family Services (runaway youth; \$20,000)

## Homeless Services Division Staffing History

- \* Pre-2013: 1 full-time manager, 1 part-time assistant
- \* 2013-14: 1 Full-time manager
- \* 2014-15: No staff in Homeless Services Division; COH duties assigned to Compliance Manager, ESG admin assigned to Management Analyst
- \* 2015-16: No staff; 12% of CSM time assigned to Homeless Services Division
- \* 2016-17: Homeless Services Coordinator restored, effective second half of fiscal year; new Coordinator hired January of 2017

## Welcome

**Carlos Jimenez**  
**Homeless Services**  
**Coordinator**

## Winter Warming Shelter

- \* Opened December 7, 2016
- \* Primary funding from City of Oxnard, City of Ventura, and County of Ventura. Jointly operated by the three public entities, which hire a firm to staff the WWS.
- \* Located at Oxnard National Guard Armory
- \* Night-time facility only: open from 6:00 p.m. to 6:00 a.m.

## W.W.S. Operation

- \* Hot meal every night
- \* Restroom and shower facilities
- \* Warm and safe place to sleep (inflatable mattresses on Armory floor)
- \* Access to social services
- \* Safe storage facility for clients' possessions and medications
- \* Light breakfast every morning

## W.W.S. Attendance

|         |     |                                                                                                                  |
|---------|-----|------------------------------------------------------------------------------------------------------------------|
| Week 1: | 57  | Number of individuals who stayed in the W.W.S. at least one night between December 7, 2016 and January 31, 2017: |
| Week 2: | 80  |                                                                                                                  |
| Week 3: | 80  |                                                                                                                  |
| Week 4: | 92  |                                                                                                                  |
| Week 5: | 77  |                                                                                                                  |
| Week 6: | 91  |                                                                                                                  |
| Week 7: | 101 |                                                                                                                  |
| Week 8: | 107 |                                                                                                                  |
| Week 9: | 105 |                                                                                                                  |
|         |     | 542                                                                                                              |

## More about the W.W. S.

- \* No individual beds or rooms
- \* Not a health care facility
- \* Shelter staff cannot administer medications, provide wound care, operate external health devices, or act as health care aides for clients
- \* Capacity limited to 120 beds (per fire regulations)
- \* Clients must be able to exit facility in an emergency

## Funding for the W.W.S.

- \* Goal is to remain in operation through March 31, 2017
- \* Cost to operate is \$80,000 per month
- \* Current funding available will allow us to cover operational costs through end of February 2017
- \* Oxnard and Ventura CDBG funding covers cost of Armory rental through month of March
- \* An additional \$45,000 must be raised in order to continue operations through month of March
- \* Fund-raising efforts continue

## Point In Time Count

Conducted Tuesday, January 24, 2017

38 volunteers participated in Oxnard effort

Special thanks to homeless services providers

## Entitlement Grants for 2017-18

- \* Applications submitted in January 2017
- \* Proposal Review Committee will conduct panel interviews of applicant organizations in week of February 13-17
- \* Funding awards to be made following Public Hearing before City Council (April or May)

(end)

## What is the Commission on Homelessness?

The COH is a Citizen Advisory Group, created by the Oxnard City Council.

The COH is an advisory body, and does not have any budgetary, supervisory, management, or policy-making authority.



**TO:** Honorable Chair and Commissioners  
Commission on Homelessness

**FROM:** Karl Lawson, Executive Secretary 

**DATE:** March 1, 2017

**SUBJECT:** Annual Activity Report of Commission on Homelessness

### **I. RECOMMENDATION**

That the Commission review and adopt the 2016 Annual Activity Report to City Council.

### **II. DISCUSSION**

The Commission on Homelessness (COH) is a body established by and subordinate to the Oxnard City Council. Section 2-129 of the Oxnard City Code states as follows:

#### ***SEC. 2-129. POWERS AND DUTIES***

*The powers and duties of the Commission on Homelessness shall be as follows:*

- (A) Advise the City Council on all matters pertaining to homelessness in the City;*
  - (B) Serve as a liaison between the City Council and the community in matters related to homelessness issues;*
  - (C) Review and evaluate programs, request for homeless funds, and homeless services in the City.*
  - (D) Recommend programs, strategies, and funding for preventing and reducing the incidence of homelessness in the City; and*
- 
- (E) Prepare and submit an annual report of activities to the City Council and such other reports and recommendations to the City Council from time to time as the Commission or City Council may determine necessary to address homelessness issues*

In accordance with Sec. 2-129(A), (D), and (E) above, the COH has adopted resolutions setting forth a variety of policy and program recommendations for the City Council. Those resolutions have been forwarded to the City Council's two-member subcommittee (Homeless Task Force), which from 2013 to 2016 was composed of Mayor Pro Tem Carmen Ramirez and former Councilwoman Dorina Padilla. On February 28, 2017, Mayor Tim Flynn appointed newly-elected Councilman Oscar Madrigal to replace former Councilwoman Padilla on that body.

Attached hereto is a draft Annual Report summarizing the activities of the Commission in the year 2016. Staff presents this report to the Commission for your review, input and discussion. Upon finalization, staff requests that the Commission approve the report and authorize the Chair to transmit the report to the City Council.

**Attachment**

Draft 2016 Report

# **2016 ANNUAL ACTIVITY REPORT CITY OF OXNARD COMMISSION ON HOMELESSNESS**

## **1. THE COMMISSION**

The 2016-17 Commission on Homelessness consisted of the following Commissioners:

|                                       |                                            |
|---------------------------------------|--------------------------------------------|
| Francine Castañon, Chair              | Lucy C. Martinez, Vice-Chair               |
| Sue Brinkmeyer                        | David Courtland                            |
| Francisco Jaena                       | Darlene M. Gonzalez (through October 2016) |
| Yukio Okano (beginning November 2016) |                                            |

## **2. COMMISSION MEETINGS**

The Commission on Homelessness conducted ten (10) official meetings during calendar year 2016. One meeting was continued and extended over two different days. All Commission meetings were conducted in the Oxnard City Council Chambers, with posting of the agendas and agenda packets on the City of Oxnard website. Commission meetings are televised on the Oxnard City Government Channel.

## **3. RESOLUTIONS OF THE COMMISSION**

In 2016, the Commission on Homelessness adopted four (4) written resolutions in which a total of twenty-two (22) policy recommendations were set forth. Those resolutions were transmitted to City Council. Copies of the resolutions are attached to this Annual Report, and can be summarized as follows:

| <b><u>Number</u></b> | <b><u>Date<br/>Adopted</u></b> | <b><u>Subject(s)</u></b>                                                                                                                                                                                                                                                                              |
|----------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2016-01              | 3/7/16                         | Veterans' Homelessness; program staffing<br>(4 recommendations)                                                                                                                                                                                                                                       |
| 2016-04              | 7/18/16                        | County of Ventura Ten-Year Plan to End Homelessness<br>(7 recommendations)                                                                                                                                                                                                                            |
| 2016-06              | 9/27/16                        | Emergency Shelter for Winter of 2016-17; funding sources<br>for long-term strategies for development of year-round<br>homeless shelter solutions (6 recommendations)                                                                                                                                  |
| 2016-07              | 12/5/16                        | Continuum of Care Pathways to Home program; hiring a grant<br>writer; multi-Jurisdictional Memorandum of Understanding to<br>address homelessness in each City in the County; expansion of<br>bed capacity at 1450 South Rose Avenue property; inventory of<br>City-owned parcels (5 recommendations) |

#### **4. FUNDING APPLICATION REVIEW**

The Commission also participated in the evaluation and review of applications submitted to the City for funding under the Community Development Block Grant (CDBG), HOME Investments Partnership Act (HOME), and Emergency Solutions Grant (ESG) programs. At its meeting of January 12, 2016, the Commission designated Commissioner Brinkmeyer to represent the COH on the City's Entitlement Grant Proposal Review Committee, with Commissioners Castañon and Commissioner Martinez as alternates. In February of 2016, the Proposal Review Committee interviewed all internal and external applicants for CDBG, HOME, and ESG funding, and that Committee presented its recommendations to the City in March. Those funding recommendations were presented to the City Council at a Public Hearing conducted on May 3, 2016, on which date Council approved the funding allocations.

#### **5. ADOPTION**

Pursuant to Chapter 2-129(E) of the Oxnard City Code, the 2016 Annual Activity Report of the Commission is hereby presented to the Oxnard City Council, having been adopted by a majority vote of the Commission at the regular meeting of March 6, 2017.

Respectfully submitted,

\_\_\_\_\_  
Francine Castañon, Chair

Date: March \_\_\_, 2017

#### **Attachments**

Resolutions Nos. 2016-01, 2016-04, 2016-06, and 2016-07

RESOLUTION NO. 2016-01

A RESOLUTION OF THE COMMISSION ON HOMELESSNESS OF THE  
CITY OF OXNARD REGARDING VETERANS' HOMELESSNESS

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, 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, at several public meetings over the past year, specifically on May 20, 2015; December 7, 2015; January 11, 2016; February 1, 2016; and March 7, 2016, the Commission conducted Study Sessions to discuss long-range strategies to address homelessness, and to receive public comment on long-range strategies; and

WHEREAS, on December 7, 2015, the Commission adopted and forwarded to Council three resolutions setting forth twelve (12) policy recommendations related to homelessness; and

WHEREAS, the U. S. Department of Housing and Urban Development (HUD) has prioritized ending homelessness among military veterans, and has encouraged local communities to take specific steps towards this goal; and

WHEREAS, the HUD and the United States Interagency Council on Homelessness have identified specific strategies that can be implemented to work toward ending veterans' homelessness; and

WHEREAS, among those recommended strategies are for local jurisdictions to (a) adopt the nationwide Mayors Challenge to End Veteran Homelessness, (b) encourage landlords to rent to veterans, and (c) streamline administrative processes to enable landlords to more readily accept as tenants veterans who hold a housing subsidy voucher; and

WHEREAS, there are an unknown number of veterans among the homeless population in the City.

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

- (1) Adoption of the national Mayors Challenge to End Homelessness;
- (2) Establishment of a comprehensive "House a Veteran" campaign to encourage landlords to rent housing units to homeless veterans;
- (3) Modifications of inspection processes of the Oxnard Housing Authority to prioritize inspections of housing units where the applicant is a veteran holding a housing subsidy voucher; and
- (4) Reinstatement of the homeless services coordinator position to implement these objectives and those set forth in the three Resolutions adopted in December of 2015.

BE IT FURTHER RESOLVED that the Chair is directed to present this Resolution, on behalf of the Commission, to the City Council and to the City Council's Homeless Committee for consideration and subsequent presentation to the City Council.

PASSED AND ADOPTED THIS 7th day of March, 2016, by the following vote:

AYES: Commissioners Brinkmeyer, Castanon, Jaena, Martinez, and Miller-Gonzalez

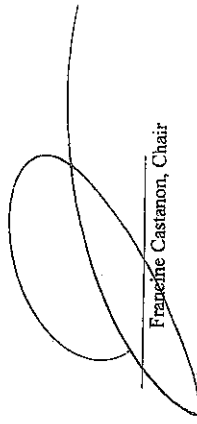
NOES: None

ABSENT: None

ABSTENTIONS: None

ATTEST:

  
Karl Lawson, Executive Secretary

  
Franehe Castanon, Chair

RESOLUTION NO. 2016-04

A RESOLUTION OF THE COMMISSION ON HOMELESSNESS  
OF THE CITY OF OXNARD REGARDING THE  
COUNTY OF VENTURA'S TEN-YEAR PLAN TO END HOMELESSNESS

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, 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, the County of Ventura has adopted a plan entitled "Recalibrating the Results: A Five-Year Evaluation and Update of the 2007-2017 County of Ventura Ten-Year Plan to End Homelessness" (hereafter "the Ten Year Plan");

WHEREAS, at several public meetings over the past year, specifically on May 20, 2015; December 7, 2015; January 11, 2016; February 1, 2016; March 7, 2016; April 4, 2016; May 2, 2016; and July 18, 2016, the Commission discussed the County's Ten-Year Plan during Commission meetings and during Study Sessions on the topic of long-range strategies to address homelessness; and

WHEREAS, on December 7, 2015 and March 7, 2016, the Commission adopted and forwarded to Council a total of four resolutions setting forth sixteen (16) policy recommendations related to homelessness; and

WHEREAS, on May 2, 2016, the Commission concluded its discussions on the County's Ten-Year plan.

NOW, THEREFORE, BE IT RESOLVED that with respect to the County of Ventura's Ten-Year Plan, the Commission on Homelessness adopts the following additional recommendations:

- (1) Support for implementation of policies and actions that will further the following recommendations set forth in the County's Ten-Year Plan
  - Recommendation #1: Housing First
  - Recommendation #4: Permanent Supportive Housing Beds
  - Recommendation #5: Veterans Affairs-Supported Housing (VAISH) Vouchers
  - Recommendation #9: Permanent Very Low-Income Housing
  - Recommendation #11: Housing Choice Voucher Program (Section 8);
- (2) In furtherance of the foregoing, support for the following specific actions that will increase the supply of permanent affordable housing, permanent supportive housing:
  - (a) Increase the number of Potential Affordable Residential Sites in the City's Housing Element;
  - (b) Provide incentives to investors and landowners under the All-Affordable Housing Overlay Program (AAHOP);

- (c) Establishment of a target of 225 units per year to populate the AAHOP recommended sites; and
- (d) Consideration of amending code requirements to reduce the minimum area requirement for single-occupancy housing; increase permissible density for single occupancy housing units; re-zoning of land use designations to encourage production of low-cost single-occupancy housing; and permitting alternate materials and construction techniques to enhance the rent/cost ratio.
- (e) Adoption of incentives to increase the number of rental units whose landlords will accept VASH of Section 8 vouchers):

- (3) Endorsement of policies and practices that will enable services providers to establish short-term harbors to help homeless persons receive immediate housing and assistance that will enable them to move on to permanent housing (Recommendation #7: Shelter/Crisis Housing and Recommendation #8: Transitional/Bridge Housing);
- (4) Increase funds for Rapid Re-Housing (Recommendation #6); Housing Trust Fund (Recommendation #10); and Homeless Prevention (Recommendation #12);
- (5) Requiring all homeless services providers who receive public funding to utilize the Homeless Management Information System (HMIS; Recommendation #17);
- (6) Promoting employment of homeless persons by engaging local businesses to provide job opportunities and training (Recommendation #18: Business Community Involvement);
- (7) Promoting increased involvement from the faith community (Recommendation #19);

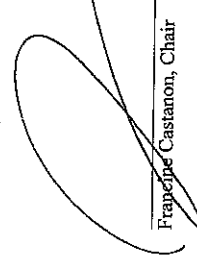
BE IT FURTHER RESOLVED that the Chair is directed to present this Resolution, on behalf of the Commission, to the City Council and to the City Council's Homeless Committee for consideration.

PASSED AND ADOPTED THIS 18th day of July, 2016, by the following vote:

AYES: Commissioners Brinkmeyer, Castanon, Jaena, Martinez, Miller-Gonzalez  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

ATTEST:

  
Karl Lawson, Executive Secretary

  
Francine Castanon, Chair

**RESOLUTION NO. 2016-06**

**A RESOLUTION OF THE OXNARD COMMISSION ON HOMELESSNESS ON STRATEGIES FOR EMERGENCY SHELTER IN THE WINTER OF 2016-17 AND BEYOND**

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 RESOLVED 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

ATTEST:

  
Karl Lawson, Executive Secretary

  
Francisco Castañon, Chair

**RESOLUTION NO. 2016-07**

**A RESOLUTION OF THE COMMISSION ON HOMELESSNESS OF THE CITY OF OXNARD REGARDING YEAR-ROUND HOMELESS SHELTERS AND SERVICES**

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, 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, at several public meetings over the past year, specifically on May 20, 2015; December 7, 2015; January 11, 2016; February 1, 2016; March 7, 2016; September 19, 2016; September 27, 2016; and October 3, 2016; the Commission discussed long-range strategies to address homelessness, and received public comment on, long-range strategies; and

WHEREAS, on September 26, 2015, the Commission adopted and forwarded to Council Resolution No. 2016-06, setting six (6) policy recommendations related to strategies to house homeless persons during winter months in emergency shelters; and

WHEREAS, on November 14, 2016 the Commission conducted a Study Session on strategies for Year-Round Options for Shelter and Services for the Homeless; 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 long-range strategies regarding year-round shelter and services for homeless persons.

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

- (1). That the City collaborate with the County of Ventura and the Regional Continuum of Care on the "Pathways to Home" program and its implementation;
- (2). That the City continue to participate in the efforts of the County of Ventura and the City Managers group representing the various cities in the County, with the goal of memorializing in a Memorandum of Agreement each jurisdiction's commitment to address the issue of and whereby each jurisdiction commits to provide for its own homeless population;
- (3). That Council consider retaining the services of a grant-writer to pursue grant funding for specific projects that ameliorate and/or address homeless issues, such as bathrooms in parks;
- (4). That Council direct staff to continue to pursue the expansion of capacity at the 1450 South Rose Avenue location, the City-owned parcel that is currently the site of a year-round shelter for homeless women and children; and
- (5). That the City produce and provide to the Commission a complete inventory of all City-owned properties.

BE IT FURTHER RESOLVED that the Chair is directed to present this Resolution, on behalf of the Commission, to the City Council and to the City Council's Homeless Committee for consideration and subsequent presentation to the City Council.

PASSED AND ADOPTED THIS 5th day of December, 2016, by the following vote:

AYES: Commissioners Courtland, Jaena, Martinez, Okano

NOES: None

ABSENT: Commissioners Castanon and Brinkmeyer

ABSTENTIONS:

ATTEST:

  
Lucy C. Martinez, Vice-Chair

  
Karl Lawson, Executive Secretary