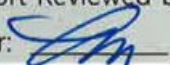


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: October 5, 2021
To: Honorable Mayor and City Councilmembers
From: City Administration
Subject: Discussion of Creation of City Council Committee (Committee for the Unhoused)
Recommendation: That the City Council Create an Ad Hoc Committee for the Unhoused, to last until January 31, 2022, with Tasks as Described in the Staff Report, and Appoint Two City Councilmembers to That Committee.
Funding: Currently Budgeted: _____ Yes _____ No X N/A
Net General Fund: N/A
Amount: N/A
Net General Fund Cost: N/A

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

INTRODUCTION: This item is to request City Council discuss and approve creation an Ad Hoc Committee for the Unhoused, to last until January 31, 2022, with Tasks as Described in the Staff Report, and Appoint Two City Councilmembers

Background:

On September 7, 2021, the Sebastopol City Council appointed Mayor Una Glass and Councilmember Diana Rich to act as a short term Ad Hoc Committee to report back to the Full City Council with recommendations about the merits of appointing a Committee to address the needs and impacts of the unhoused in Sebastopol. Mayor Glass and Councilmember Rich were given until the end of October 2021 to submit a recommendation, but were urged to provide their report earlier, at the October 21, 2021 City Council meeting, if possible. This report presents the recommendations of the two Councilmembers.

Discussion:

It is recommended that the City Council create an Ad Hoc Committee, with assigned tasks as described below, to last until January 31, 2022. Staff support needed will include participation at stakeholder meetings (including meeting notes), assistance with drafting of monthly staff reports and with arranging other related meetings. Otherwise, minimal staff support is expected as this is proposed as an Ad Hoc Committee that will not require public meetings. The Committee tasks and other details are outlined below.

Committee Tasks:

- Assess the needs and impacts of Sebastopol’s unhoused, provide short-term support to West County Community Services in the initial stages of its delivery of services to the unhoused, and develop a preliminary plan for addressing any needs and impacts not within the WCCS contract.
- Integrate into the preliminary plan a proposal for maximizing funding opportunities.
- Meet monthly (at minimum) with WCCS Staff and their identified stakeholders to collect input and inform the work of the Committee. Obtain information and input from City Staff, local business interests, the unhoused,

and others affected by the unhoused situation in Sebastopol (through the stakeholder meetings or otherwise as needed).

- Identify liaison opportunities that will provide the City of Sebastopol with ongoing information relevant to addressing the needs and impacts of the unhoused, and facilitate appointment of Sebastopol City Councilmembers to those groups.
- Submit written reports monthly to the City Council on progress and developments, placed on the City Council agenda for discussion and decision-making on policy questions by the full City Council.
- Provide a recommendation to the City Council as to whether there is a need for a standing committee to continue to address issues related to the unhoused beyond the expiration date of the Ad Hoc Committee.

WCCS Services to the Unhoused: The expectation is that WCCS will address many of the needs and impacts of Sebastopol's unhoused. This Committee is tasked with providing support to WCCS, as needed, only during the initial phase of the contractual period: through January 31, 2021. The intent is to act as a bridge to information and resources in these initial months, but to then allow WCCS to perform its services independently, as provided in the City's contract with WCCS. Relevant language is as follows:

From the WCCS Contract: Goal: To coordinate citywide efforts (faith-based, non-profit, business, governmental), as well as provide hands-on services to people without homes in Greater Sebastopol.

Tasks:

- Refer people without homes to Coordinated Entry as appropriate
- Represent WCCS at relevant meetings
- Take leadership coordination role in homeless services
- Develop relationships with clients and connect them to services
- Develop citywide services matrix, including relevant county services, to inform both housed and unhoused communities as to what type and availability of services
- Increase citywide understanding of rules/laws around homelessness
- Partner with City staff and first responders in homeless response
- Develop volunteer/civic engagement opportunities around homelessness
- Support Safe Parking efforts.

Tasks NOT Within the WCCS Contract: As to needs and impacts of Sebastopol's unhoused that are not within the contract with WCCS, the Committee will be expected to develop a preliminary plan for addressing them, and to provide direction about whether there is a need for the appointment of a standing committee to address the continuing needs and impacts of the unhoused.

General Concerns Regarding the Unhoused: The concerns that motivate the creation of this Committee include, but are not limited to, the following:

- Sanitation and Safety Issues
- Mental Health, Medical, and Social Services
- Housing Alternatives
- Safe Overnight Parking
- Law Enforcement Concerns
- Business Concerns
- Community Access to Shared Spaces
- Funding Opportunities (Continuum of Care, as well as other Federal, State, and County funding sources)
- Liaison Opportunities
- Other Concerns Related to the Needs and Impacts of the Unhoused

Stakeholder Meetings: The stakeholder meetings of the Ad Hoc Committee are to include the following participants. These stakeholder meetings will be working sessions not open to the public, with the results to be fully reported in the monthly reports submitted by the Committee to the City Council.

- Two City Councilmembers appointed to the Committee
- City Manager
- Asst City Manager
- Police Chief
- Public Works Superintendent
- Engineering (as needed)
- West County Community Services Executive Director Tim Miller
- West County Community Services Director of Housing and Homeless Services Danielle Danforth
- Outreach Coordinator for Sebastopol Jennifer Lake
- Two advocates for the unhoused, selected with input from WCCS. These two participants will be expected to attend all stakeholder meetings. These positions are not intended to be rotating among different members of the advocate groups, but would be two advocates who would serve on the committee for continuity.
- Other City Staff, WCCS Representatives, and Community Members as appropriate for specific issues.

Potential for a Future Standing Committee: The needs and impacts of the unhoused will continue to require Sebastopol City Council attention well into the future, beyond the limited timeframe identified for this Ad Hoc Committee. This Committee is not expected to solve all the City's issues regarding the unhoused, but is instead tasked with assessment and the development of a preliminary plan.

The Ad Hoc Committee is expected to provide a recommendation about whether the City Council should consider appointing a standing committee to continue to work on future issues involving the unhoused.

CITY COUNCIL AND/OR GENERAL PLAN GOALS:

GOALS:

Goal 5 - Provide Open and Responsive Municipal Government Leadership

5.1.4 – Enhance the use of the City of Sebastopol Committees, Commission and Board.

5.3.3 - Encourage and increase public awareness of City Policies, decisions, programs and all public processes and meetings, by investigating effective methods of communication and obtaining feedback from the community.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of this item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

There is no fiscal impact cost to create this committee; however staff support will be required (including meeting notes) at stakeholder meetings, assistance with drafting of monthly staff reports and with arranging meetings. Otherwise, minimal staff support as this is proposed as an Ad Hoc Committee that will not require public meetings.

RECOMMENDATION: That the City Council approve creation an Ad Hoc Committee for the Unhoused, to last until January 31, 2022, with Tasks as Described in the Staff Report, and Appoint Two City Councilmembers

Attachment(s):

None