AGENDA

Public comment on any agenda item may be made during the consideration of that item. All comments on items not listed on the agenda may be made during the time allotted on the agenda to the public. Members of the public may comment by raising a hand and being recognized by the Chair. Speakers shall confine their comments to three minutes per speaker. Unless otherwise noted in the Agenda, the public may only comment on matters that are within the subject matter jurisdiction of the Westside Cities Council of Governments or items listed on the agenda.

1. CALL TO ORDER

2. WELCOME, INTRODUCTIONS, AND IDENTIFICATION OF VOTING MEMBERS

3. ACTION ITEMS
   A. Approval of July 19, 2018 Draft Meeting Notes
      Action: Approve the July 19, 2018 draft meeting notes
   B. Los Angeles County Safe Clean Water Program Ballot Measure
      Action: Discuss and potentially take a position on the ballot measure

4. EXECUTIVE DIRECTOR REPORT
   - WSCCOG Auditor Engagement
   - Multi-year Subregional Program Agreement and WSCCOG Mobility Study Update

5. STRATEGIC INTIATIVES
   A. Transportation
      i. Dockless E-Scooter Update
   B. Homelessness
      i. Funding opportunities
      ii. Proposed subregional homelessness activities

6. PRESENTATION
   A. Department of Mental Health and Homelessness Efforts
      i. Presented by Jonathan E. Sherin, M.D., Ph.D., Director and Mimi Martinez McKay, M.A., M.L.I.S. Deputy Director, Strategic Communications

7. LEGISLATION UPDATES
8. ANNOUNCEMENTS

9. FUTURE MEETING LOCATIONS AND AGENDA ITEMS

A. Future Meeting Locations
   i. Thursday, November 15, 2018 (To be reschedule)
   ii. 2019 WSCCOG Board Schedule

B. Future Agenda Items
   i. Discussion on dockless e-scooters and bike share

10. PUBLIC PARTICIPATION
    Members of the public may address the Westside Cities Council of Governments (WSCCOG) on any subject on or off the agenda by raising a hand and being recognized by the WSCCOG Chair. Speakers shall confine their comments to three minutes per speaker.

11. ADJOURN

Written materials distributed to the Board within 72 hours of the Board meeting are available for public inspection immediately upon distribution in the City Clerk’s office at West Hollywood City Hall located at 8300 Santa Monica Boulevard, West Hollywood, CA 90069, during normal business hours. Such documents will also be posted on the WSCCOG website at www.westsidecities.org and will be made available at the meeting.

In accordance with the Americans with Disabilities Act, if you require a disability related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact WSCCOG Project Director Winnie Fong at 323-306-9856 or winnie@estolanolesar.com at least three days prior to the meeting.
1. CALL TO ORDER
   Vice Mayor John Mirisch (WSCCOG Chair) called the meeting to order at 12:00 p.m.

2. WELCOME, INTRODUCTIONS, AND IDENTIFICATION OF VOTING MEMBERS

3. ACTION ITEMS

   A. Approval of March 8, 2018 Draft Meeting Notes
      WSCCOG Executive Director Cecilia Estolano noticed an error in the meeting notes. The motion was moved by Vice Mayor Meghan Sahli-Wells and seconded by Councilmember John Heilman to approve the correction and the draft meeting notes for the May 17, 2018 meeting. The motion passed unanimously.
B. Funding Agreement with Metro on Measure M Multi-Year Subregional Program Planning Activities
The motion was moved by Councilmember John Heilman and seconded by Councilmember Kevin McKeown to conditionally approve the funding agreement and for Vice Mayor John Mirisch to sign the agreement after review and approval by both the County Counsel and WSCCOG Legal Counsel. The motion passed unanimously.

C. Support Letter for the Northern Extension of the Crenshaw/LAX Line Project
The motion was moved by Councilmember Kevin McKeown and seconded by Councilmember John Heilman to conditionally approve Vice Mayor John Mirisch to sign the letter of support for the Northern Extension of the Crenshaw/LAX Line Project. Councilmember John Mirisch, upon hearing statements from Vice Mayor Sahli-Wells, calls for language in the letter for Metro to not charge the City of West Hollywood for betterments along the project boundaries. Vice Mayor Sahli-Wells asserted that the WSCCOG should advocate together as a region so that basic services, such as accessibility features along the Crenshaw/LAX Line rights of way, should not be considered as betterments for which cities would have to finance with their own funding. The motion passed unanimously, and Vice Mayor Mirisch will sign the support letter after these changes are made.

D. Partnership Letter for Autonomous Vehicle Policy Conference
The Board called on Ryan Snyder of Transpo Group to discuss the possibility of the WSCCOG participating as a partner for the Autonomous Vehicle Policy Conference at Cathedral Plaza scheduled for September 12, 2018. As a partner for the event, the WSCCOG would give permission for Transpo Group to use the WSCCOG logo to make the event more credible while helping to gain more attendees for the event. The motion was moved by Councilmember John Heilman and seconded by Vice Mayor Meghan Sahli-Wells to approve the partnership. The motion passed unanimously.

E. Engagement Letter with Crowe Horwath LLP for Audit Services
The Board withheld voting until the September 2018 WSCCOG Board meeting to approve and sign the contract agreement and engagement letter with Crowe LLP. Signing the agreement would approve the firm as the new auditing services provider of the WSCCOG financial statements for the year ending June 30, 2018.

4. EXECUTIVE DIRECTOR’S REPORT

A. Update to the WSCCOG Board

I. Ms. Estolano updated the WSCCOG Board regarding the recent changes with the appointment of WSCCOG’s Board new alternate member from the City of Culver City Councilmember Alex Fisch who has replaced Mayor Thomas Small. Councilmember John Heilman will now serve as the delegate WSCCOG Board member representing the City of West Hollywood while Councilmember Lauren Meister will remain on the Board as the alternate member.

a. Ms. Estolano brought to the Board the topic of the recent policy adoptions by WSCCOG cities as a response to the growing popularity and frequent misuse of dockless electric scooters. Among the issues discussed within the board, the most common concern was the safety for users as well as safety laws for each jurisdiction. Councilmember Kevin McKeown stressed the importance of cities within the WSCCOG working together to say ahead of issues to act in the future. The discussion also focused on street safety, leveraging the scooters’ popularity to collect taxes and improve street infrastructure, disruption of bikeshare services, enforcement of state and local laws, additions to the Metro First/Last Mile Toolkit, and real-time data collection. Ms. Estolano plans to work on this issue with the Transportation Working Group, while the
members of the board approved of her plan to have a first meeting with board staff and other experts and have a second-level conference consisting of panels focusing on specific issues regarding electric scooters.

II. Ms. Estolano provided an update to the Board regarding homelessness plans for cities serving on WSCCOG. Culver City and West Hollywood have submitted their updates on their respective City Homelessness Plans, while the City of Santa Monica has requested an extension and aims to submit their plan to Los Angeles County later in July. The Los Angeles County Homeless Initiative is drafting a funding strategy to support cities’ homelessness plan implementations from January 2019-June 2020 and plans to provide a funding recommendation to the County Board of Supervisors in August. The County plans to release the Request for Proposals for that grant in August, as well, with recipients being announced in October/November 2018.

5. INFORMATION AND DISCUSSION

A. Los Angeles County Homelessness Updates
Ms. Stephanie Cohen distributed quarterly Measure H update flyers to the members of the Board and made them available to other attendees. She also stated that the Los Angeles Homeless Services Authority (LAHSA) and the County of Los Angeles recently launched the Los Angeles Homeless Outreach Portal, which provides information and access to a variety of homeless services within the county. The portal can be accessed at www.la-hop.org. She added that there are still issues to rectify on the website, as it is not yet perfect.

Ms. Cohen also stated that LAHSA is working with the Los Angeles County Homelessness Initiative to work on a Continuum of Care to allocate State emergency aid program dollars within the County.

B. County Approval of the Safe, Clean Water Act
Ms. Estolano announced that the Los Angeles County Board of Supervisors approved the Safe, Clean Water Act on Tuesday, July 17. The act is an initiative to place an item on the county ballot in November so that County residents may vote on whether to instate a property tax to invest in infrastructure that would capture and clean storm water.

6. LEGISLATION

A. Update from League of California Cities
Jeff Kiernan from the League of California Cities informed the board that the League is not engaged on a current state bill regarding the regulation of dockless electric scooters, which requires one more vote before it is presented to Governor Brown. There is also a bill in the U.S. Senate that is almost identical to California’s Senate Bill 649 on small cells for wireless communication.

B. SB 944 – Community Paramedicine Act of 2018
The Community Paramedicine Act of 2018 permits local emergency medical service agencies to develop a program to provide specific community paramedic services with approval from the Emergency Medical Services Authority. Considering the homelessness issues the bill may address, it is important for the WSCCOG Board to discuss the bill and for members to take information back to their respective jurisdictions to take appropriate action, if necessary. Hernan Molina of West Hollywood stated that the City currently does not have a position on the bill but will continue to monitor it due to its focus on homelessness. He hopes that the bill may provide a better alternative to crowded emergency rooms and help individuals transition towards better livelihoods.
Ms. Estolano stated that this bill may be an important topic to discuss with the Homelessness Working Group, though the conversation must also involve a discussion on public safety and may require assistance from City Manager representatives. She also stated that the WSCCOG should collaborate with the County of Los Angeles to assemble and co-sponsor a hybrid bill possibly authored by California Assemblymember Richard Bloom or Senator Ben Allen. The Board agreed.

7. FUTURE MEETING LOCATIONS AND AGENDA ITEMS

8. PUBLIC PARTICIPATION

9. ADJOURN
   The WSCCOG Board adjourned at 1:00 p.m.
DATE: September 20, 2018

TO: Westside Cities Council of Governments Board

FROM: Westside Cities Council of Governments Staff

SUBJECT: Los Angeles County Safe Clean Water Program Ballot Measure

**Recommended action**
Discuss the Los Angeles County Safe Clean Water Program ballot measure and potentially take a position on the ballot measure.

**Background**
In April 2016, the Los Angeles County Board of Supervisors (Board) directed the Los Angeles County Department of Public Works to create a Water Resilience Plan to equip the County with technology that would capture, clean, and retain stormwater and urban runoff. On July 17, 2018, after overseeing five different drafts with considerable feedback from stakeholders, the Board voted to place the Safe Clean Water Program on the November 6, 2018 Countywide ballot. The program is intended to enable the County to capture, clean, and retain stormwater and urban runoff to provide potable water, help protect county residents against drought conditions, make the County less resilient on imported water, and protect coasts and beaches from litter and stormwater contaminants.

**Proposed Funding Implementation**
The Plan would impose a special parcel tax at a rate of 2.5 cents per square foot of impermeable surfaces with exception to senior-owned parcels. Tax revenue would go towards the implementation of stormwater capture programs and projects in the following ways:

- 10% would be allocated to the Los Angeles County Flood Control District (District) for implementation and administration of stormwater projects and programs.
- 40% of tax revenue will be distributed to local municipalities within the District for the implementation, operation and maintenance, and administration of stormwater projects and programs.
- 50% would be allocated to finance the implementation, operation and maintenance, and administration of watershed-based projects and programs.

County staff predict that the program would raise approximately $300,000,000 per year upon voter approval, which would require extensive community oversight to ensure that funding is kept within local boundaries. The program would also make credits available for individuals who have installed stormwater capture systems on their individual properties.

**Recommended Position**
The WSCCOG is strongly committed to the protection of local water systems and the public health of Los Angeles County residents in the face of worsening environmental conditions. Based on the benefits that the Program will bring to the community and the environment, the WSCCOG Executive Director team recommends that the WSCCOG Board endorses the Safe Clean Water Program by signing a letter of support, as well as signing pertinent endorsement forms for the measure.
DATE: September 20, 2018
TO: Westside Cities Council of Governments Board
FROM: Westside Cities Council of Governments Staff
SUBJECT: Executive Director’s Report

WSCCOG Auditor Agreement Update
In June 2018, the WSCCOG Treasurer (City of Beverly Hills) proposed that the WSCCOG engage with Crowe LLP to provide auditing services for the WSCCOG financial statements for the year ending June 30, 2018. Crowe LLP presented the WSCCOG with an engagement agreement, in which the WSCCOG legal counsel identified potential issues with the agreement. In July 2018, the WSCCOG Legal Counsel advised the WSCCOG to execute the same agreement that the City of Beverly Hills executed with Crowe LLP for its auditing services. In reviewing the City of Beverly Hills’ agreement with Crowe LLP, the WSCCOG Legal Counsel flagged additional concerns regarding liability. The WSCCOG staff is currently working with the WSCCOG Legal Counsel to resolve the issues.

Multi-Year Subregional Program Agreement and WSCCOG Mobility Study Update
The WSCCOG and Metro executed the Measure M Multi-Year Subregional Program (MSP) agreement for planning activities on September 11, 2018. WSCCOG can proceed with SCAG in the Request for Proposal (RFP) process for the WSCCOG Mobility Study and the MSP 5-year plan. WSCCOG staff is currently working with SCAG in drafting an agreement to combine the Metro MSP grant funding with the Caltrans grant funding for a consultant to prepare both the WSCCOG Mobility Study and the MSP 5-year plan concurrently.
DATE: September 20, 2018
TO: Westside Cities Council of Governments Board
FROM: Westside Cities Council of Governments Staff
SUBJECT: Dockless E-Scooter Updates

The WSCCOG Board held a discussion in July 2018 on updates and issues regarding dockless e-scooters. The following section outlines the latest updates from three Westside cities:

City of Culver City
On July 9th, the City of Culver City launched a program to allow shared scooters to be ridden in the public right-of-way over a 6-month period. Over that time span, the City will research the best approach for scooters for when the pilot period is over. The City is also collecting data and public feedback to inform future decision-making. As an agreement with scooter operators, the City will be able to acquire and publish data such as the name of the operator, location of individual scooters, a vehicle identifier number, and battery reserve level. Refer to Attachment 1 for more details.

City of Los Angeles
On September 4th, the City of Los Angeles has initiated the Share Mobility Pilot Program for the use of dockless e-scooters. Operators are required to submit a monthly collision record, limit scooters to speeds of 15 mph, and maintain a 24-hour hotline for improperly parked vehicles. Operators are also required to provide equitable options for disadvantaged residents, including a non-smart phone option for vehicle reservations, a cash payment option, reduced fares for low-income users and a multilingual application. Refer to Attachment 2 for more details.

City of Santa Monica
On September 17th, the City of Santa Monica launched a 16-month pilot program for dockless e-scooters. The dockless e-scooter companies are allowed to manage a maximum of 2,000 scooters, and the City has created designated pick-up and drop-off spaces to mitigate improper parking. Operators can begin to operate within 30 days of receiving notifications to proceed. During the 16-month period, the City will evaluate operators and require them to share real-time data. Refer to Attachment 3 for more details.

Attachments:
1. City of Culver City Electric Scooter Share Information and FAQ
2. City of Los Angeles – Dockless Scooter and Bike Regulations (11th Council District)
3. City of Santa Monica Shared Mobility Pilot Program Fact Sheet and FAQ
In an effort to improve mobility and decrease carbon emissions around Culver City, the City Council decided on July 9, 2018 to allow two dockless electric stand-up scooters companies--Bird and Lime--to place their scooters in Culver City for a period of six months. Electric scooter share has recently appeared in cities around the world, and like many cities Culver City is now studying the best way to address this new transportation model.

Bird and Lime are permitted to place their scooters in the Culver City public right-of-way for the six-month period between July 2018 and January 2019. During this period, the City will collect data and public feedback in order to develop comprehensive, permanent regulations for scooter sharing to be considered and adopted by the City Council after the six-month period.

Bird and Lime are required to respond to questions and concerns from the public about their scooters, and to ensure that their scooters are not interfering with the safety and well-being of pedestrians, bicyclists, and other members of the public.
Basic "Rules of the Road" for Scooter Riders

- All riders must wear a helmet
- You must be minimum of 18 years old with valid Driver’s License to operate a scooter
- Vehicles are to be ridden on streets, and where available, in bike lanes and bike paths
- Riding on the sidewalk is strictly prohibited
- Riding on streets with a speed limit greater than 25 miles per hour is prohibited, unless you are in a bike lane
- Users shall ride responsibly
- Users shall yield to pedestrians
- Vehicles must be parked in the permitted areas only
- When riding on-street, follow the rules of the road, following all motor vehicle laws and applicable ordinances of the City
- Vehicles are to stay to the right of street lanes and to yield the right of way to bicycles in bike lanes and on bike paths
- Vehicles are not to be used for racing, “stunts”, or jumps

Parking Guide for Scooter Riders
Properly parked scooters.

DO:

Park upright in the landscape/furniture zone of the sidewalk
Park beside a bicycle rack
Park in areas specifically designated for bicycle parking.

DO NOT:

Impede the regular flow of travel or ADA access
Block driveways or entryways
Block curb ramps or crosswalks
Park on private property, except as permitted by the property owner
Interfere with access to parked vehicles
Block access to parked vehicles, parking meters, or parking pay stations
Block access to bike racks or news racks
Block fire hydrants, call boxes, utility poles, or traffic signal cabinets

AVOID PARKING IN OR DIRECTLY NEXT TO:

Bus stop zones
Loading zones
Disabled parking zones
Benches, bus shelters, and transit information signs
Curb ramps
Frequently Asked Questions

I see someone acting recklessly on a scooter. What do I do?
If the public is not in immediate danger, please contact Bird or Lime. If someone on a scooter is threatening public safety, please dial 9-1-1.

A scooter is blocking the sidewalk, or otherwise parked incorrectly. What do I do?
Please contact Bird or Lime. They are required to move the scooter, as appropriate, within two hours (6 AM to 7 PM) or 10 hours (7 PM to 6 AM). You are also welcome to roll the scooter to a safer location. There may be a beeping noise when you roll the scooter. The beeping will stop when the scooter is not in motion.

Someone parked a scooter in front of my home or business and I don’t want it there. What do I do?
Please contact Bird or Lime. Bird and Lime are required to remove all scooters from service for inspection at least once every 24 hours. You are also welcome to roll the scooter to a different location. There may be a beeping noise when you roll the scooter. The beeping will stop when the scooter is not in motion.

Bird and Lime placed several lined-up scooters outside my home or business and I don’t want them there.
Please contact Bird or Lime.

I noticed a safety problem with my scooter. It’s damaged or isn’t working properly.
Please contact Bird or Lime. They are required to remove the scooter from service.

I want Bird or Lime to place scooters outside my home or business.
Please contact Bird or Lime.

I think there are too many scooters in Culver City.
Bird and Lime adjust the number of scooters that they place in the City on a daily basis. If the average number of rides per scooter per day is approximately less than three (3), the City generally requires Bird and Lime to remove scooters. If the average number of rides per scooter per day is approximately more than five (5), the City will generally allow Bird and Lime to add scooters.

Why I can’t board the bus with Bird/Lime scooters?
Culver CityBus currently doesn’t allow non-foldable scooters to board the buses, as there is not enough space on the bus to place the scooters without falling and blocking access.

What are the Culver City streets where it is legal to ride?
Scooters may be ridden on streets with a speed limit of 25 miles per hour or less. Due to existing state law, on streets with a speed limit of more than 25 miles per hour, scooters may only ride in a bike lane.
Map of Culver City streets where electric scooter riding is prohibited. Click on the photo for a higher resolution image.

Additional Information

- [Culver City Scooter Share Interim Operating Agreement](#)
- [Staff Report from July 9, 2018 Meeting](#)

For email updates on the issue of scooter share policy in Culver City, please subscribe to email updates.

If you have questions, comments, or concerns about scooter share policy in Culver City, please contact the Culver City Transportation Department at scootershare@culvercity.org or (310) 253-6500.
On September 4, the Los Angeles City Council approved rules to guide the use of the dockless scooters and bikes in Los Angeles. These dockless mobility devices can be a convenient zero-emission alternative to adding more cars to the road for short trips around the neighborhood, but only if they are regulated by smart, comprehensive and enforceable rules.

Over the past few months, the council’s Transportation Committee – which Mike chairs – and the Public Works Committee have both debated and voted to approve draft regulations for dockless bike and scooter companies that would allow them to operate responsibly in LA neighborhoods. As the regulations have been developed, Mike has been clear about the need to make these new devices work for our neighborhoods by imposing strong requirements to address concerns regarding riding on sidewalks, unsafe parking, lack of user education and the need for outreach to local stakeholders.

Below, please find a summary of the rules approved by the City Council today.

Pilot Program Elements:

- **Safety** – All vehicles will be required to adhere to California safety standards and submit a record of reported collisions on a monthly basis. We will also require bikes to have a tail light (CA law only requires headlights for bikes) and scooters to have a minimum 48-point font notice not to ride on sidewalks. Scooters will be limited to a top speed of 15 mph.
• **Parking** – Operators are required to maintain a 24-hour hotline and respond to improperly parked or inoperable devices within 2 hours, from 7 AM to 10 PM daily. Not meeting this 2-hour standard subjects companies to having their permits revoked. Additionally, the City will add the ability to report an inoperable or improperly parked scooter via 311, which will create a service request for the company and allow the City to track their responsiveness. In the future, operators will be required to use technology that can tell if a device is parked upright. In high traffic areas, the City may designate parking zones and require that devices only be left in them.

• **Outreach** – Companies are required to prepare an outreach plan that reflects local stakeholders in each community, including neighborhood councils, business districts, community organizations, and disability services providers.

• **Equity** – There are incentives built into the program to encourage companies to serve low-income communities. Operators must also provide a non-smart phone option for reservations, a cash payment option, reduced fares for low-income individuals, a multilingual mobile app, and a call center. To make the system more accessible to people with a range of fitness and abilities, operators would be required to either make 50% of their bike fleets electric-assist or 1% of their bike fleets handicap-accessible.

• **Fleet Size** – Operators must have a minimum fleet size of 500 and maximum of 3,000 per company at launch. Companies may add an additional 2,500 devices in Disadvantaged Communities, and yet another additional 5,000 devices in Disadvantaged Communities in the San Fernando Valley. Thus, a company can launch with up to 10,500 devices if fully utilizing these incentives. After demonstrating compliance with program requirements and meeting certain performance criteria, LADOT will allow companies to increase their fleet size. The program does not specify a fleet size cap.

• **Operations and Maintenance** – Operators must provide maintenance logs and have a staffed operations center with a 24-hour hotline.

• **Data Sharing** – LADOT is proposing a new data standard for the industry so that we can see in real time how the system is operating and make smart management decisions.

• **Permit Pricing Fees** – Companies will be required to pay $20,000 for the annual permit, $130 per vehicle, $39 per vehicle in disadvantaged community, $28.32/hr for the removal/relocation of vehicle; and $80/vehicle performance bond.

• **Enforcement and Evaluation** – LADOT will use data collected from the pilot to evaluate operators and enforce permit conditions. If an operator is not responsive, LADOT will partner with the Bureau of Sanitation to remove improperly parked or inoperable devices from the public right-of-way.

• **Interim Operation** – LADOT is authorized to issue revocable conditional permits for limited operation (up to 3,000 devices) while companies are completing their applications to the full program.

**Contact Info:** If you have a particular concern about the way a company is operating (e.g. Bird has a “nest” in an inappropriate location), please contact one of the company representatives listed below.
Bird:
www.bird.co/contact-us

Lime:
Phone: 1.888.LIME.345
Email: support@limebike.com

LAPD Western Traffic Division: (for concerns about traffic enforcement, e.g. riding on sidewalks)
213-473-0222
http://lapdonline.org/west_traffic
About the Shared Mobility Pilot Program

Background

On June 12, the Santa Monica City Council unanimously approved a 16-month pilot program for dockless, shared mobility devices, including electric scooters and bicycles. The pilot program will inform the development of long-term policy solutions to expand sustainable mobility options equitably while protecting public safety on city streets and sidewalks.

The Shared Mobility Pilot Program will:

- Set a dynamic device cap based on utilization.
- Require vendors to create interactive safety education for users and increase the availability of helmets for riders at the time of use.
- Require operators to share real-time utilization data with the City.
- Allow up to four operators to be selected to participate made up of at least two electric scooter and two electric bike options.
- Ensure equitable distribution throughout the City.
- Require operators to develop systems that will remedy improper parking, including pick up/drop off zones and incentives.
- Enhance operator customer service and responsiveness to resident and user complaints, including a 24-hour hotline.
- Set forth a broader list of recommended program components through which partners could be evaluated during the pilot term.

Selection Process

- On July 10, 2018, the City released a Request for Applications for participation in the Shared Mobility Pilot Program. The primary objective of the selection process is to identify shared mobility partners to operate in Santa Monica, meet high standards of service and community response, and to provide for an orderly process.
- On July 13, 2018 the City held a Bidders Conference to address any questions about the program that applicants may have about the program.
- On July 27, 2018 the City received 18 applications, from 12 companies to operate e-scooter and e-bike services in Santa Monica.
- On August 10, 2018 the Selection Committee issued their recommendation to the Director of Planning and Community Development for review. That recommendation was made public at www.smgov.net/sharedmobility.
- The City received 479 personalized email comments and 25,908 form letter email comments during the public comment period that ended on Friday August, 17, 2018.
- The Director of Planning and Community Development conducted a de novo review of the applications, public comments, and materials submitted, and requested additional information from City staff, any applicant or any other source that he needed to assist in determining the final qualifications and rankings.
• The Director issued his final selection on August 30, 2018.

Next Steps

• In the coming weeks, notices to proceed will be issued to the selected operators, who will be required to begin operations within 30 days of receiving notice.
• City staff will hold kickoff meetings with selected operators to review the Administrative Regulations to ensure compliance with the rules of the pilot program, before initiating operations.
ABOUT THE PILOT

Why a pilot model for e-bikes and e-scooters?

The 16-month pilot will inform the development of long-term policy solutions to expand sustainable mobility options equitably while protecting public safety on city streets and sidewalks. Working in close partnership with operators will give the City firsthand experience into shared mobility operations. Through this, long-term regulations will be shaped by proven solutions leveraging the best of this new mobility technology.

What does the City hope to achieve through the pilot?

The goals of the program are to:

- Improve access to new mobility options for residents, employees, and visitors to Santa Monica.
- Create new options that meet diverse use cases in support of a multi-modal city.
- Educate users about the proper rules and etiquette for shared mobility devices.
- Create a legal and enforceable framework for managing shared mobility service providers in the public right-of-way, including ensuring safe and easy passage on sidewalks and pathways.
- Build a good working relationship with shared mobility providers to protect the public right-of-way while advancing new mobility options in Santa Monica.

When does it start and how long does it last?

The pilot starts on September 17, 2018 and will conclude at the end of December 2019.

What kind of data will be collected and how will it be used to improve the program?

Since 2015, Santa Monica has been focused on gathering and using data to enhance and expand our mobility network. The operators will be required to provide the City real time access to their data through Application Programming Interfaces (APIs). APIs provide data standards for municipalities to help ingest, compare and analyze data being generated by shared mobility systems like bike share and e-scooter share. Santa Monica is joining with other municipalities like Los Angeles, in requiring data from shared mobility operators because it will enable closer coordination across cities in understanding how the systems work and how best to regulate them. In the future, cities could expand these data requirements to other forms of transportation like ridesharing (i.e TNCs). Working in partnership with operators, the City will expand its use of data on shared mobility in Santa Monica to make the smartest investments to educate/incentivize appropriate rider behavior, enforce compliance with local regulations, and encourage greater adoption of new and innovative transportation options.

Who administers the pilot?

Staff anticipates that the introduction of four companies and 3,000 shared mobility devices will require significant oversight, education, data collection/analysis, and enforcement. A full-
time program coordinator housed in the Mobility Division in the Department of Planning and Community Development will oversee the administration of the program. A full-time code enforcement officer will be dedicated to ensuring that the operators are in compliance with the pilot program’s Administrative Regulations.

How will this pilot be regulated?

The pilot program will be run in accordance with Administrative Regulations, which have been designed to be collaborative and flexible in developing an effective model to regulate these new transportation options. The regulations will allow the City to work with operators to test and implement various tools to help ensure effective compliance with applicable laws while promoting the health, safety and wellbeing of everyone in the community.

What happens if operators don’t follow the Administrative Regulations?

The Shared Mobility Pilot Program is designed to promote and achieve compliance with local law and the program guidelines. The enforcement program includes an escalated enforcement strategy that in most cases will begin with a written warning/advisals to comply. In some cases, depending on the nature of the violation, enforcement could escalate to citations with fines or penalties, or permit revocation, suspension, or denial in accordance with local law. The program is intended, however, to work with the operators to gain voluntary compliance.

How many devices will operate as part of the pilot?

Each of the four selected operators will begin with 750 devices, totaling 1,000 e-bikes and 2,000 e-scooters, in accordance with the initial limits put in place by City Council. Operators are required to report usage data regularly, and may request adjustments to the number of devices based on utilization and performance - this is the “dynamic cap” model adopted by the Council.

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What is the process for managing the dynamic cap?

Operators will be required to provide the City with real time access to their data through Application Programming Interfaces (API). Through the API and monthly reporting from the operators, the City will be able to monitor and analyze ridership, utilization, and performance in real time. Operators interested in increasing their fleet size will have to submit a request to the City with supporting data that demonstrates that ridership meets or exceeds minimum utilization rates. The City will verify the utilization data. The City will also take into consideration market needs, the number of devices deployed in the City, device utilization, operator performance, public safety, seasonal and environmental conditions, special events, etc. in determining fleet size increase requests. The City can also require that operators decrease fleet sizes if the ridership is not meeting minimum utilization rates.
What are the fees involved in the pilot?

Each operator will be assessed a base operator fee of $20,000, and then a scalable per device fee of $130 per year. These are cost recovery measures to fund two positions that will oversee the program administration and enforcement. On August 28, 2018, Council approved a public right-of-way fee of $1.00 a day, per device. All fees collected will be invested in infrastructure improvements like expanding sidewalks, green lanes, parking zones, and other enhancements that make walking, biking, scooter riding, and moving around Santa Monica easier and safer.

What happens at the end of the pilot?

The purpose of the pilot is to learn as much as possible during the 16-month timeframe to best position the City for a successful long-term shared mobility program. Formal evaluation of the pilot will begin after the first nine months of the program, with staff using the findings from this evaluation to develop a report and recommendations to the City Council for how to proceed once the pilot ends.

ABOUT THE SELECTION PROCESS

Who was part of the initial selection panel?

The Selection Committee consisted of City staff with appropriate knowledge and experience as it relates to Shared Mobility systems operating in the public right of way; specifically senior staff from Economic Development (HED), Transportation Planning (Mobility Division, PCD), Transit Planning (BBB), Planning and Community Development (PCD), and Santa Monica Police Department (SMPD).

Is there an appeal process?

No. Each applicant, and the public, had the opportunity to submit written comments that were reviewed by the Director of Planning and Community Development as part of his de novo review and selection determination. The Director’s selection shall constitute the final decision of the City and shall not be subject to further administrative review.

What categories saw the greatest difference in the Director’s scoring?

There was general consistency in application strategies for many of the categories. Operators who demonstrated substantial operating experience scored highest in the experience category. Similarly, in the ability to launch category, companies who demonstrated existing operational capacity received the highest scores.

Was there a difference in the Selection Committee recommendation and the Director’s decision?

The Selection Committee recommended two operators – Jump and Lyft – for both e-bike and e-scooter operations. The Director’s decision expanded the pool to include four operators as envisioned by Council.

The Selection Committee looked solely at the applications submitted. The Planning Director’s review was broader. He reviewed the applications, selection committee recommendations, public comment and supplemental materials. Based on his extensive city planning and mobility
experience, the Director’s memo explains the higher marks to the two existing operators, Bird and Lime, for their experience operating in the Santa Monica environment and their ability to launch within the 30-day window.

**Were applicants able to negotiate with the City during the selection process?**

No negotiations occurred during the selection process or decision—financial or otherwise.

**ABOUT SHARED MOBILITY IN SANTA MONICA**

**How does Breeze fit in with the City’s program for shared mobility devices?**

Breeze is the City-owned bike share program operated by CycleHop. The program launched in 2015, and currently offers 500 dock-optional bicycles available in 86 locations throughout Santa Monica and Venice. Breeze recently integrated with the bike share systems in Beverly Hills, UCLA and West Hollywood giving users access to 830 bike share bikes across the west side with one bike share subscription. Breeze is the City’s first shared mobility system and offers its users a reliable healthy option for short trips around town. The 16-month pilot program expands sustainable mobility options in Santa Monica and will help refine a citywide system that integrates electric bikes and scooters in a safe and equitable manner.

**What are the rules regulating the Santa Monica Beach Bike Path?**

On August 28, 2018, the Santa Monica City Council voted to prohibit all electric and motorized devices, including electric scooters, electric bikes, Segways, motorized skateboards and all other devices that are not human-powered in such places.

Updating the Municipal Code to clearly prohibit electric and motorized devices, as defined by the California Vehicle Code, clarifies the law and eliminates potential confusion regarding enforcement and regulation of such devices throughout Santa Monica, particularly on the beach bike path, on the Pier and in City parks.

**What efforts have been taken to enforce safe riding laws and rules?**

The Santa Monica Police Department has proactively educated scooter riders about the rules of the road since January 2018. They have incorporated scooter stops into regular traffic operations and have conducted dedicated operations to enforce the California Vehicle Code and legal scooter riding.
DATE: September 20, 2018
TO: Westside Cities Council of Governments Board
FROM: Westside Cities Council of Governments Staff
SUBJECT: Funding Opportunities to Combat Homelessness

The WSCCOG staff have been working closely with the WSCCOG Homeless Working Group to identify and discuss potential funding opportunities to combat and prevent homelessness.

State Funding
The Budget package approved by the Legislature and signed by Governor includes more than $700 million in funding to address homelessness. The centerpiece of the homelessness package, most of which is embodied in SB 850/AB 1816, consists of $500 million for Homeless Emergency Aid to local governments, but the budget also includes more than $200 million in additional investments to address and prevent homelessness and provide supportive services for vulnerable populations. Refer to Attachment 1 for information on the following funding programs:

- Homeless Emergency Aid Program (HEAP)
- California Emergency Solutions and Housing Program (CESH)
- Housing for a Healthy California Program (HHC)

Local Funding
On September 4, 2018, the County Board of Supervisors approved $9 million of Measure H funding to support the implementation of Cities’ Homelessness Plans from January 1, 2019 through June 30, 2020 (18 months). The 2018 Cities Homelessness Plan Implementation Request for Proposal (RFP) will provide cities the opportunity to individually apply and partner with additional cities on a collaborative application (refer to Attachment 2). Eligible applicants include Cities that submitted Homelessness Plans funded by the County planning grant. Eligible applicants may submit one proposal per priority area (see below), in addition to any collaborative proposal submitted. The deadline is November

- Priority Area 1: Increase supply of interim and permanent housing for people experiencing homelessness
- Priority Area 2: Enhance County service systems for those experiencing or at-risk of homelessness

Attachments:
1. State Funding Information
2. 2018 Cities Homelessness Plan Implementation Request for Proposals
SB 2

Revised through legislation to clarify homelessness portion of funds

SB 850
Allocates 50% of the SB 2 funding dedicated to homelessness to the Housing for a Healthy California Program and 50% to the California Emergency Solutions and Housing Program (CESH), both administered by HCD.

Homeless Emergency Aid Program (HEAP)
SB 850 also authorizes the release of $500 million in block grants through the Housing Emergency Aid Program.
- Recipient: CoCs and cities
- Subrecipients: local gov, non-profits/for-profits
- City must declare an ES crisis
- CoC must collaborate with other city, county, or nonprofit partners.
- Uses include: Emergency housing vouchers; RRH; ES construction
- Apps accepted starting in Sept 2018

Housing for a Healthy California (HHC)
Competitive award that will go to counties to support:
- Acquisition, construction/rehab, of supportive housing
- County admin of at least 5% of total grant
- Project-based operating assistance (rental assistance, up to 5 years; capitalized operating reserve for at least 15 yrs, for ops and supportive housing)

California Emergency Solutions and Housing Program (CESH)
- 50% of 1st year SB 2 funds, plus remaining CA ES Grant funds
- Recipient: CoCs
- Subrecipients: local gov, non-profits/for-profits
- Use: Rental assistance/stabilization/relo; operations; flexible housing; ops for ES; systems support; CES; homelessness planning
- How much? 2017 PITC; # rent burdened ELI households
- Limitations: <=5% admin; <=40% ops for ES; >20% CES/HMIS if not meeting HUD requirements; AE responsible for enforcing these caps
**Overview/description:**
Purpose of funding is to provide localities with flexible block grant funds to address their immediate and emergency homelessness challenges.

**Funding amount:**
- Estimated funds for Los Angeles Continuums of Care (CoC): $80 million
- 5% for administrative costs
  - Does not include staff costs related to carrying out eligible activities
  - No program funds used for overhead/planning activities

**Eligible services and components:**
Funding is one-time and flexible to allow localities to address immediate and emergency homelessness challenges.

**Timeline to release funds:**
- NOFA will be released in mid-September and applications due by the end of the year (Dec. 31)
- Awards made in January 1, 2019
- Not less than 50 percent of program funds shall be contractually obligated by January 1, 2020.
- 100% of program funds shall be contractually obligated by June 30, 2021. Any funds not expended by that date shall be returned to the agency and revert to the General Fund.

**Declaration of Emergency Shelter Crisis:**
- A county may only declare a shelter crisis in the unincorporated areas of the county.
- Each city within a county must declare a shelter crisis within the geographic boundary of its jurisdiction to be eligible for funds.
- The County acting as an administrative entity may not declare a blanket shelter crisis for the entire county and all its jurisdictions.
California Emergency Solutions and Housing Program (CESH)

Overview/description:
The California Emergency Solutions and Housing Program (CESH) was established recently by California Senate Bill 850 Housing (SB 850), which requires 50% of the funds collected under Senate Bill 2 Building and Jobs Act (SB 2) on and after January 1, 2018, and before December 31, 2018, to the California Department of Housing and Community Development (HCD) for the California Emergency Solutions and Housing Program. Year 1 breakdown of funds from SB 2 includes $57.5 million for the California Emergency Solutions and Housing Program.

Funding amount:
Estimated funds has not been published at this time

Eligible services and components (Requirements include):
1. Applicant needs to be an administrative entity designated by the Continuum of Care;
2. Qualified subrecipients need to carry out eligible activities (project selection process must avoid conflicts of interest);
3. Prioritized assistance to homeless households over households at risk of homelessness is required;
4. Emergency housing interventions are limited to no more than 40 percent of funds;
5. Operational Coordinated Entry System (CES) is required;
6. Operational Homeless Management Information System (HMIS) is required;
7. Commitment to Housing First is required;
8. Numeric goals and performance measures must be described in application to HCD;
9. Action plan not required but encouraged (funds may be used to develop plan);
10. Funds may only be requested for eligible activities (as listed below);
11. Project selection process must be documented;
12. Funding request to HCD must be based on an assigned allocation (as quoted below);
13. Match is not a requirement

Funds can be used for one or more of the following eligible activities:

(1) Rental assistance and housing relocation and stabilization services to ensure housing affordability to people experiencing homelessness or at risk of homelessness. Rental assistance provided pursuant to this paragraph shall not exceed 48 months for each assisted household, and rent payments shall not exceed two times the current HUD fair market rent for the local area, as determined pursuant to Part 888 of Title 24 of the Code of Federal Regulations.

(2) Operating subsidies in the form of 15-year capitalized operating reserves for new and existing affordable permanent housing units for homeless individuals and families.

(3) Flexible housing subsidy funds for local programs that establish or support the provision of rental subsidies in permanent housing to assist homeless individuals and families. Funds used for purposes of this paragraph may support rental assistance, bridge subsidies to property owners waiting for approval from another permanent rental subsidy source, vacancy payments, or project-based rent or operating reserves.

(4) Operating support for emergency housing interventions, including, but not limited to, the following:

(A) Navigation centers that provide temporary room and board and case managers who work to connect homeless individuals and families to income, public benefits, health services, permanent housing, or other shelter.
(B) Street outreach services to connect unsheltered homeless individuals and families to temporary or permanent housing.

(C) Shelter diversion, including, but not limited to, homelessness prevention activities, and other necessary service integration activities to connect individuals and families to alternate housing arrangements, services, and financial assistance.

(5) Systems support for activities necessary to maintain a comprehensive homeless services and housing delivery system, including CES, data, and HMIS reporting, and homelessness planning activities.

(6) To develop or update a CES system pursuant to subparagraph (B) of paragraph (3) of subdivision (a) of Section 50490.3, or to develop a plan addressing actions to be taken within the Continuum of Care service area to address homelessness pursuant to subdivision (b) of Section 50490.3.

Administrative entities cannot “use more than 40 percent of any funds . . . in a fiscal year for operating support for emergency housing interventions as described in paragraph (4) of subdivision (a), as noted in 50490.4 (6f). Paragraph (4) states “Operating support for emergency housing interventions, including, but not limited to, the following:

(A) Navigation centers that provide temporary room and board and case managers who work to connect homeless individuals and families to income, public benefits, health services, permanent housing, or other shelter.

(B) Street outreach services to connect unsheltered homeless individuals and families to temporary or permanent housing.

(C) Shelter diversion, including, but not limited to, homelessness prevention activities, and other necessary service integration activities to connect individuals and families to alternate housing arrangements, services, and financial assistance.”

Timeline to release funds:
- Round 1: non-competitive: NOFA released in August.
- Round 2: competitive for remaining dollars not awarded in Round 1. NOFA released in early 2019.
Housing for a Healthy California Program (HHC)

Overview/description:
Assembly Bill 74 (AB 74) Housing required the California Department of Housing and Community Development (HCD) to establish the Housing for a Healthy California Program (HHC Program) on or before January 1, 2019. Funding for the program was made available through California Senate Bill 850 Housing (SB 850).

Funding amount:
SB 850 requires 50% of the funds collected under Senate Bill 2 Building and Jobs Act (SB 2) on and after January 1, 2018, and before December 31, 2018, to HCD for the HHC Program. Year 1 breakdown of funds from SB 2 includes $57.5 million for the program.

Eligible services and components:
Funds must be used to address the problem of high costs incurred by health system for homeless persons while living on the streets. Funds must be used to implement a solution that ties rental subsidies to health care service funds included in the final 1115 Medicaid Waiver, which includes the Whole Person Care pilot program and the Health Home Program.

“The department shall establish rating and ranking criteria to promote housing for persons who meet all of the following requirements:

- (a) Is chronically homeless or is homeless and a high-cost health user upon initial eligibility.
- (b) Is a Medi-Cal beneficiary.
- (c) Is eligible for Supplemental Security Income.
- (d) Is eligible to receive services under a program providing services promoting housing stability, including, but not limited to, the following:
  - (1) The Whole Person Care pilot program, to the extent the Whole Person Care program is available or has been renewed.
  - (2) The Health Home Program.
  - (3) A locally controlled services program funding or providing services in supportive housing.
- (e) Is likely to improve his or her health conditions with supportive housing.”

Eligible Activities
“(a) A county shall use grants awarded pursuant to this part for all of the following:
(1) Acquisition funding, new construction, or reconstruction and rehabilitation.
(2) Project based operating assistance.
(3) A county’s administrative costs, as determined by the department, of at least 5 percent of the total grant awarded.
(b) Project based operating assistance may include either or both of the following:
(1) Long-term rental assistance for periods of up to five years, subject to renewal grants.
(2) A capitalized operating reserve for at least 15 years to pay for operating costs of an apartment or apartments receiving capital funding to provide supportive housing to people experiencing homelessness.
(c) A county awarded grant funds pursuant to this part shall comply with federal Housing Trust Fund regulations.”

Timeline to release funds:
The Notice of Funding Availability (NOFA) will be released during the Spring 2019.
Fact Sheet: HEAP and Shelter Crisis Declarations

Background: State Homeless Emergency Aid Program

- The State of California approved $500 million in one-time funding for large cities and Continuums of Care (CoC) to address homelessness in the FY 2018-19 budget through the new Homeless Emergency Aid Program (HEAP).
- Eligible uses of funding include emergency aid, prevention, and diversion programs. The Los Angeles CoC expects to receive approximately $80 million in HEAP funding.
- While HEAP funding can be used for the provision of homeless services anywhere in the CoC, in order for a jurisdiction to directly receive funding or have funding expended on capital uses and/or rental assistance in that jurisdiction, a shelter crisis declaration is required.

Emergency Shelter Declaration

- California approved legislation in the late 1980s allowing cities, counties, and other governing bodies to declare emergency shelter crises (California Government Code Section 8698).
- The intent of the legislation was for jurisdictions to be able to trigger flexible standards for emergency shelters so that they could meet immediate and pressing needs.

Requirements for a Shelter Crisis Declaration: The requirements for the declaration of a shelter crisis are as follows:

- The crisis must be declared by a legislative body for the city or by an official designated by ordinance or resolution adopted by the city’s governing body.
- The declaration must proclaim that there exists a situation in which a significant number of persons do not have the ability to obtain shelter, and this situation results in a threat to their health and safety.

Implications of a Shelter Crisis Declaration: Upon declaration of a shelter crisis by a jurisdiction, the following changes are triggered:

- The jurisdiction becomes immune from liability for negligence in the provision of emergency housing. The jurisdiction is still liable for gross negligence, reckless conduct, or intentional harmful conduct.
- The declaration suspends local statutes, ordinances, and regulations that prescribe standards of health and safety if those standards prevent or delay mitigation of the shelter crisis. In addition, jurisdictions can still enact local health and safety standards for new interim housing facilities so long as these standards do not hinder mitigation of the crisis.
- The jurisdiction may allow people in need of shelter to occupy designated public facilities as long as the crisis declaration is in effect.
- Enactment of a shelter crisis declaration does not compel the jurisdiction to create or operate new shelters.
Declaration of a Shelter Crisis

Please note that the State of California’s Business, Consumer Services, and Housing Agency has issued guidance stating that for the purposes of HEAP, the County or the CoC cannot make a shelter crisis declaration on behalf of incorporated jurisdictions, such as your city.

If your jurisdiction chooses to enact a shelter crisis declaration, please provide documentation of the declaration by e-mailing Jose Delgado, Associate Director of Policy and Legislative Affairs, at jdelgado@lahsa.org. Documentation of declarations should be provided by Thursday, November 15, 2018.
Attachment A – Sample Crisis Declaration Resolution

DRAFT

Sample Resolution:
Declaration of a Shelter Crisis

RESOLUTION NO. ______________

RESOLUTION OF [insert name of local governing body, e.g. City Council or County Board of Supervisors] OF THE [insert name of jurisdiction, e.g. City or County here] ________________, STATE OF CALIFORNIA declaring a shelter crisis pursuant to SB 850 (Chapter 48, Statutes of 2018 and Government Code § 8698.2).

The ____________ [insert name of local governing body, e.g. City Council or County Board of Supervisors] Finds:

WHEREAS, California’s Governor Edmund G. Brown, Jr. and the members of the California Legislature have recognized the urgent and immediate need for funding at the local level to combat homelessness;

WHEREAS, The Governor and Legislature have provided funding to local governments under the Homeless Emergency Aid Program as part of SB 850 and the 2018-19 Budget Act (Chapter 48, Statutes of 2018);

WHEREAS, The Governor and Legislature require jurisdictions seeking an allocation through the Homeless Emergency Aid Program to declare a Shelter Crisis pursuant to Government Code §8698.2;

WHEREAS, [insert name of city or county here] has developed a homelessness plan and undertaken multiple efforts at the local level to combat homelessness;

WHEREAS, [insert name of city or county here] finds that [Insert the 2017 Point in Time Count for the jurisdiction] persons within the [insert name of city or county here] are homeless and living without shelter;

WHEREAS, [insert name of city or county here] finds that the number of homeless is significant, and these persons are without the ability to obtain shelter;

WHEREAS, [insert name of city or county here] finds that the health and safety of unsheltered persons in the [insert City or County] is threatened by a lack of shelter;

Homeless Emergency Aid Program (HEAP) – Supplemental Application Materials
https://www.bcsh.ca.gov/hcfc
Updated 8/22/2018
WHEREAS, [insert name of city or county here] affirms the [insert: City’s or County’s] commitment to combatting homelessness and creating or augmenting a continuum of shelter and service options for those living without shelter in our communities;

NOW, THEREFORE, BE IT RESOLVED BY THE [insert name of city council or county board of supervisors here] ____________, CALIFORNIA, that a shelter crisis pursuant to Government Code §8698.2 exists in [insert name of city or county here] ____________, and authorizes the [insert: City’s or County’s] ______ participation in the Homeless Emergency Aid Program.

PASSED AND ADOPTED by the [insert governing body here] __________ of the [insert name of city or county here] ____________, State of California at the meeting of the said [insert Board or City Council] held on the ___ day of _____________ by the following vote:

AYES: [insert name of local governing body]: ______________
NOES: [insert name of local governing body]: ______________
ABSTAIN: [insert name of local governing body]: ______________
ABSENT: [insert name of local governing body]: ______________

By: ____________________________________________
________________________, CHAIR PERSON
________________________ [insert name of local governing body]

ATTEST:
By: ____________________________________________
Date: __________________________________________

APPROVED AS TO LEGAL FORM:
By: ____________________________________________
Date: __________________________________________
As you may know, the California Legislature passed and enacted the 2018-2019 State Budget earlier this year. We are encouraged to see that the Legislature and Governor Brown recognized the urgent homelessness crisis across the state, earmarking $500 million to address the immediate needs of local jurisdictions grappling with this statewide challenge. This set-aside funding establishes the State Homeless Emergency Aid Program (HEAP), which provides flexible block grant funds to local jurisdictions. These funds provide a tremendous opportunity to address homelessness in your community and across the County.

Of this funding, $350 million has been set-aside for Continuums of Care (CoC) statewide. The Los Angeles Homeless Services Authority (LAHSA), as the lead administrator of the Los Angeles CoC, is expected to be allocated approximately $80 million. While the block grant program is designed to be flexible and to ensure an expeditious flow of funding, the Legislature incorporated important requirements that may impact your municipality. To this end, the CoC administrator can utilize HEAP funds to deploy homeless services and contract with community-based service providers throughout the CoC, regardless of whether your city has adopted a shelter crisis declaration.

However, the CoC can only grant funding directly to cities that have declared a shelter crisis in their respective municipalities. In addition, the CoC is restricted from using funding for capital or rental assistance in municipalities that have not declared a shelter crisis, regardless of whether the funding is administered by the CoC or a city.

Therefore, if a city anticipates that it will be in a position to potentially receive HEAP funds or have HEAP funding expended on capital projects or rental assistance within its jurisdiction, LAHSA respectfully requests that the city declare an emergency shelter crisis, thereby enabling LAHSA to use HEAP funding for such purposes. LAHSA requires that these declarations be submitted to LAHSA by Thursday, November 15th.

LAHSA expects to make at least $3 million in HEAP funding available to cities for proposals that are in alignment with the uses that LAHSA is recommending in its HEAP expenditure plan. Cities will receive preference points if they apply to LAHSA for HEAP funding under selected categories of services. Please visit the LAHSA webpage on State funding on Monday, October 1st, following the final approval of the expenditure plan at the LAHSA commission meeting on Friday, September 28th. There you can view the approved expenditure plan and which funding uses will be eligible for city preference points.

Attached is a fact sheet detailing State HEAP funding, outlining the program requirements, and explaining the potential impact of enacting a shelter crisis declaration. In addition, a sample shelter crisis declaration template is attached. The County of Los Angeles’ Homeless Initiative and LAHSA are committed to providing you with the support and technical assistance needed to issue a shelter crisis declaration in your city.
If you have any questions concerning the shelter declaration or Homeless Emergency Aid Program please contact José Delgado, Associate Director for Policy and Legislative Affairs at LAHSA at jdelgado@lahsa.org or (213) 225-8492 or Liz Ben-Ishai, Principal Analyst for the Los Angeles County Homeless Initiative at EBen-Ishai@ceo.lacounty.gov or (213) 974-2566.

Sincerely,

Peter Lynn
Executive Director
Los Angeles Homeless Services Authority
DATE: September 20, 2018
TO: Westside Cities Council of Governments Board
FROM: Westside Cities Council of Governments Staff
SUBJECT: Proposed Subregional Homelessness Activities

Background
The County Homeless Initiative team is providing a second round of grant funding for all COGs to provide regional coordination to combat homelessness. The funding amount per COG is based on the number of cities within each subregion. The WSCCOG can apply up to $30,000 for FY 2018-19 for regional homelessness coordination. The County Homeless Initiative Team drafted a list of potential COG statement of work core deliverables under the grant funding (see Attachment 1). The WSCCOG Homelessness Working Group has been convening monthly via conference call to discuss subregional issues and potential solutions, which included the following:

1. Prepare a WSCCOG Subregional Homelessness Strategy Plan including gaps in Cities Homelessness Plans (see Attachment 2)
2. Explore the feasibility of rotating shelters and/or mobile showers
3. Explore underutilized properties for interim and supportive housing
4. Facilitate quarterly meetings with City planning directors in the Westside to discuss land-use zoning and housing-related issues

Discussion
The County Homeless Initiative team is requesting a draft statement of work from the WSCCOG for the second round of grant funding for regional coordination to combat homelessness. The WSCCOG Executive Director team requests guidance and feedback on the potential list of subregional homelessness activities for the WSCCOG Homelessness Working Group to pursue as part of our ongoing regional homelessness coordination efforts. The WSCCOG Homelessness Working Group will meet in October to refine the statement of work and present a draft for the WSCCOG Board to approve in November.

Attachments:
1. Draft COG Statement of Work Deliverables
2. Summary of Cities Homelessness Plans
**DRAFT: COG Statement of Work Core Deliverables**  
**8/13/18**

A. **City Engagement:** Engage cities around land use and zoning to develop more interim and supportive housing

B. **Implementation of State Legislation**
   a. Work toward 100% SB 2 Compliance for the region
      i. Create inventory of cities in compliance and those out of compliance, with details about what needs to be done to come into compliance
   b. Assist cities in making Shelter Emergency Declaration for Homeless Emergency Aid Grant

C. **City Plan Implementation**
   a. Regularly convene grantee cities (at least quarterly) to discuss progress on plan implementation
   b. Provide technical assistance to cities in writing competitive proposals for City Plan Implementation RFP and other grant opportunities

D. **City Plan Creation**
   a. For cities that did not apply for/ receive planning grants, assist in creating goals to prevent and combat homelessness

E. **Bus Tour**
   a. In collaboration with local supportive housing developers and service providers, plan and execute a bus tour of supportive housing in the region with elected officials, city staff (if already done in FY 17-18, this is waived)

F. **Create an inventory of potential parcels for interim and supportive housing**
   a. **Regional Coordination:** Create a regional response to homelessness that is aligned with County Homeless Initiative

G. **Work with CBOs and Cities to Identify Common Elements in City Homeless Plans and Identify Opportunities for Regional/Sub-Regional Collaboration**
   a. Meet regularly (at least quarterly) to discuss progress with implementation of city plans, including common plan elements, and provide updates to COG Board

H. **Information Sharing**
   a. Ensure that information about County Homeless Initiative, grant opportunities, and other updates around homelessness are shared with all member cities

I. **Event Planning**
   a. Plan a Regional Summit with community providers, member cities’ staff and elected officials to discuss best practices, Regional Plan and progress in the region (if already done in FY 17-18, this is waived)
Culver City Homelessness Plan (2018)

[Link to the Plan]

- **Goal #1:** Increase bridge housing options and the number of people served
  - Develop emergency shelter; Explore Safe parking program with mobile showers; Explore temporary canopy tent structures for additional shelter beds

- **Goal #2:** Expand homelessness prevention programming
  - Expand city’s prevention grant program; Homelessness prevention toolkit; Engage landlords in discussion about rent increase caps

- **Goal #3:** Increase access to affordable housing
  - Expand RRH Program; Section 8 turnover vouchers; Landlords participation in subsidized housing programs; Explore shared housing models and implement pilot program; Conduct housing affordability study;
    - Explore land use regulations, including: Mixed use affordable housing incentive program; Reduce parking requirements; Inclusionary housing; Waive permit fees; ADU pilot program; Linkage fee
  - Conduct feasibility studies for creating a variety of alternative housing types, such as manufactured housing, motel reuse, shipping containers
    - Increase financing and create financial incentives for affordable housing preservation and development, including exploring the following: EIFD; Employer Affordable Housing Tax Credit study; Culver City Low/Mod-Incoming Housing fund

- **Goal #4:** Enhance data tracking and homeless activities
  - Collect and analyze local homelessness data to target resources; Train city staff to directly work with homelessness; Implement the County First Responders Training

- **Goal #5:** Expand community education and awareness
  - Host regular community meetings to educate the community about homelessness and get feedback on issues; Increase coordination with local schools and colleges may have students who are or at risk of homelessness; Hire a homeless coordinator

- **Goal #6:** Create local programs to increase workforce training and job opportunities
  - Develop Economic Empowerment Ordinance; Engage local business in community roundtable discussions about hiring homeless or formerly homeless, provide job training

- **Goal #7:** Enhance local and regional coordination
West Hollywood Homelessness Plan (2018)
[Link to the Plan]

- **Goal #1:** Ensure **public safety** by providing resources and support to city staff and contractors
  - Develop protocols and in-service training program for city staff members; Review security at West Hollywood library; Support the interest of library staff

- **Goal #2:** Support **businesses and residents** in responding appropriately and safely
  - Continue *Homeless, not Hopeless* public awareness campaign; Work with the Chamber of Commerce; Promote Donation Station parking meters;
  - Strengthen city-funded outreach programs that intersects homelessness and people living with HIV or those suffering from substance abuse, and people who identify as LGBTQ, youth, etc

- **Goal #3:** Establish **bridge housing** and support services facilities to serve homeless individuals
  - Locate a support services facility; Explore temporary bridge housing facility; Continue to partnership with service providers

- **Goal #4:** Continue the City’s support for the **Rapid Rehousing**
  - Continue city outreach to landlords; Educate city staff and others who interact with people who are RRH eligible

- **Goal #5:** Increase **supportive housing**, special needs housing, and permanent housing
  - Continue city support for new permanent housing through City’s Housing Trust Fund, West Hollywood Community Housing Corporation, inclusionary housing program, etc.
  - Promote new ADU policies; Assess the purchase and conversion of motels into supportive housing
  - Conduct an inventory of sites that are available for housing development; Work with West Hollywood Community Housing Corporation for funding opportunities for supportive services

- **Goal #6:** Strengthen partnerships with other cities and orgs
  - Work with WSCCOG and cities to establish services/housing and advocate for County services

- **Goal #7:** Prevent homelessness, especially seniors and disabled individuals
  - Work with City/County to identify and connect people with resources
    - Jewish Free Loan Program
    - NCJW’s rental assistance program
    - Alliance for Housing and Healing
    - AIDS Project Los Angeles Health & Wellness
    - Bet Tzedek Legal Services
    - County’s RRH program
  - Prevent homelessness through rent stabilization and housing division, including response to instances of hoarding, promoting and preserving landlord acceptance of Section 8 vouchers, and assistance to relocate tenants displaced due to landlords going out of business under the Ellis Act
Santa Monica Homeless Strategic Goals Action Plan (2017)

[Link to the Plan]

• **Goal #1: Coordinated outreach** operations with City staff, partners and service providers in public spaces with a high volume of homeless quality of life issues
  - Use data to identify locations; Develop location-specific outreach model; Enforce local laws; use data to develop individualized service plans; Gather data before/after operation; Provide referral information to individuals contracted

• **Goal #2: Deploy new technologies to** improve information sharing and coordination of care
  - Develop data governance, sharing, and privacy policies; Develop pilot custom software based on established policies

• **Goal #3: Assess the effectiveness of the** Homeless Multidisciplinary Street Team
  - Deliver services to 25 highest users; Collect data on 25 HMST participants plus 25 non-HMST individuals to prove efficacy of models to stabilize and connect individuals to services

• **Goal #4: Develop a more proportional distribution of** regional housing and services
  - Investment in and advocacy for regional partnership and more quality housing and social service programs outside of the City

• **Goal #5: Pilot “Office Hours” model** with the People Concern Outreach Specialist for homeless individuals
  - Set up weekly study room availability; Continue outreach efforts and information sharing by the People Concern and library staff; Monitor and report questions and needs of visitors

• **Goal #6: Pilot Wellness programs/pop-up events** with Human Services Dept. and service providers
  - Collaborate with the People Concern to identify piloting 1-2 wellness groups or programs at the library; Organize and implement semi-annual pop-up event featuring service providers; Develop and distribute surveys during pilot programs to better assess the needs of homeless patrons visiting the library

• **Goal #7: Community engagement, education, behavior change, partnerships, and action**
  - Develop public education messages, tools, and resources - [We Are Santa Monica Homelessness Toolkit](#)

• **Goal #8: Assess the effectiveness of services to support formerly homeless** in the COC program
  - Evaluate service utilization of tenants evicted; evaluate landlord participation after eviction

• **Goal #9: Financial Assistance and services resources to promote housing stability and support low-income seniors to remain in the community**
  - Implement a 1-year POD Pilot Program based on 26 households to determine if a basic needs model is effective to retain housing and improve quality of life
Santa Monica proposes to contribute to building regional housing and homeless services capacity through the development of a training curriculum on homelessness as part of a regional community engagement strategy. In July 2018, the City completed an educational framework to break down social stigmas and stereotypes prescribed to people experiencing homelessness and changes social attitudes and behaviors by helping individual people, parents, children, city workers, business owners, etc. better understand what people experiencing homelessness are going through, what the City (and other partners are doing), and ways to respond on a personal, regional, and systemic level. The City will take the curriculum framework to develop training modules (video scripting/production) from July through December 2018. The training curriculum will also serve as a template for members of the WSCCOG that can be customized based on their local community priorities and civic culture. WSCCOG will work with the cities to strategize on the rollout of the modules.

Lesson Area #1: A day in life of a person experiencing homelessness
- A day in the life of someone who is homeless in Santa Monica (customizable to each city)

Lesson Area #2: Common questions about homelessness
- What are the main causes of homelessness?
  - Economic Hardship; Mental Illness; Disability; Substance Ability; Domestic Violence
- Who are our homeless residents? Homeless myths vs. reality
- How do people experiencing homelessness get help?
- General questions about homelessness
  - Why can’t they just get a job?
  - Barriers to finding employment for homeless individuals
  - Why don’t the police arrest someone who is yelling and screaming or behaving erratically?
  - Why should taxpayers pay for housing subsidies for these people?
  - Why can’t people just go somewhere else?
  - Not in My Backyard
  - Why doesn’t social services the City/Government/Faith Based organizations solve homelessness?

Lesson Area #3: How do I talk to someone experiencing homelessness?

Lesson Area #4: Anti-Social Behavior
- How do I de-escalate someone who is verbally or physically threatening towards me?
- Someone needs help – Should I call the police?

Lesson Area #5: How can I help?

Lesson Area #6: DEEPeR Strategy
- Determine situation
- Effective Engagement
- Problem solving
- Resolution