

**City of Culver City, California
Agenda Item Report**

Meeting Date: <u>08/22/11</u>		Item Number: <u>C-7</u>	
CITY COUNCIL AGENDA ITEM: Approval of By-laws for the Culver City Committee on Homelessness.			
Contact Person/Dept.: Tevis Barnes, CDD and Marna Johnson, CDD		Phone Number: (310) 253-5780	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐	Attachments: ☒
Public Notification: Agendas and Meetings (08/17/11); Committee on Homelessness (08/08/11)			
Department Approval: Sol Blumenfeld (08/09/11)		City Attorney Approval: Carol Schwab (by H. Baker) (08/15/11)	
Chief Financial Officer Approval: Jeff Muir(by M. Noller)(08/16/11)		City Manager Approval: John M. Nachbar (08/17/11)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council approve the Bylaws for the Culver City Committee on Homelessness <u>BACKGROUND:</u> In an effort to better address homelessness in Culver City , the City Council at its regular meeting on July 26, 2004 approved the formation of the Homelessness Ad Hoc Committee and adopted short and long-term strategies to address homelessness in the City. Since then, the Ad Hoc Committee was fully established and recognized as the Culver City Committee on Homelessness (Committee) on April 22, 2008. The Committee consists of seven (7) members who are residents and representatives from the Culver City business and service community. Staff from the Housing Division organizes and manages the meetings held every other month during the months of January, March, May, July, September, and November for 2011. Additionally, all regular meetings are also attended by a representative from the Police and Fire Departments and the City Attorney's Office. The Police and Fire Departments each provide quarterly reports on homeless activity in the community. Since its creation, the Committee has work with staff to accomplish the following strategies to address homelessness in the City. These strategies were outlined in the City Council approved Strategies to Address Homelessness adopted in 2004: • Joined the Westside Shelter and Hunger Coalition; • Conducted homeless counts/studies of Culver City's homeless population; • Developed a homeless resource guide/card;			

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- Developed a “Good Neighbor Policy” with the Armory and Winter Shelter providers;
- Solicited and retained a Homeless Outreach Worker/Service Coordinator;
- Increased staff training to increase effectiveness in dealing with the homeless community;
- Revisiting existing ordinances to address nuisance activity affecting parks and other areas in the city (such as shopping carts; pan handling); and
- Worked with Parks and Recreation and Code Enforcement to enhance existing park lighting and park patrol program.

DISCUSSION:

As a result of the continuing efforts of the Committee, on January 26, 2010 the Committee discussed and established a subcommittee to develop draft Bylaws to bring back to the full Committee for review and discussion. The Committee sought to develop Bylaws as a tool to assist in providing guidelines that would help in carrying out its mission, role and member responsibilities. The origin of the decision to create Bylaws was as a result to better define member absences and how those absences would be treated. During the meeting of May 24, 2011, the Committee approved the final draft Bylaws. The attached Bylaws were reviewed by both Housing staff and the City Attorney's Office.

The Committee along with staff is seeking the City Council's approval of the newly created Bylaws. These Bylaws will be a very useful tool in helping the Committee define its functions, and the roles and responsibilities of its members.

FISCAL IMPACT:

There is no fiscal impact to approve the By-laws for this Committee.

ATTACHMENTS:

Draft Culver City Committee on Homelessness By-Laws.

MOTION:

That the City Council:

Approve the By-laws of the Culver City Committee on Homelessness.