

(DRAFT) BACKGROUND OVERVIEW INFO FOR MVWSD 8/1/19:

Goal:

- Mountain View Whisman School District consideration of overnight parking, under certain conditions for homeless students. There are fifteen families known in the District to live in vehicles (xx of RV's and xx of passenger vehicles). *These families are covered by the McKinney-Vento Homeless Assistance Act.*
- At a high level, a discussion of hosting a program of this nature involves understanding the target population to be served; determining suitable parking lot locations; identifying a program operator; deciding on and arranging for additional services; providing for waste disposal; reviewing options for hygiene services such as toilets, showers, laundry, and fresh water; addressing liability issues as applicable; and securing program funding, if needed.

Background:

- A “Safe parking program” means a programs that provided homeless individuals and families living in vehicles a safe place to park while accessing services to end their homelessness.
- Safe Parking programs aim to offer the stability needed for residents living in vehicles to make positive changes in their lives and, where applicable, become reemployed and ultimately rehoused.
- These programs aim to serve modest numbers of clients at this time and all are for nighttime safe parking. The most common option is to utilize church parking lots.
- Safe parking programs have been implemented in several areas across the State. Some of the most successful programs are operated in Santa Barbara, Monterey, Sonoma, San Luis Obispo, and San Diego. Cities usually play a limited role in the development and operation of safe parking programs, with County and nonprofit agencies taking the lead. The New Beginnings Counseling Center (New Beginnings) nonprofit program in Santa Barbara is the model most nonprofits use for starting similar programs.
- Safe Parking is occurring in many cities in the County at present, though most are modest in scale (San Jose, Saratoga, Morgan Hill, and Cupertino, et al.) with the current Countywide capacity including faith-based communities at an average of ~71 vehicles, serving an average of ~178 individuals in total (numbers subject to change)
- Local providers and cities served include:
 - *FOCUS Safe Parking Program in Morgan Hill*
 - *Rotating Faith Site Safe Park Program in the West Valley Region*
 - *Amigos de Guadalupe Safe Parking Pilot Program in the City of San Jose*
 - *LifeMoves Safe Parking Program in the City of San Jose*
 - *Project We Hope Safe Parking Pilot Program in East Palo Alto*

- *MOVE Lots of Love Program in Mountain View*

Safe Parking in Mountain View:

- Nonprofit safe parking provider, MOVE, operates Lots of Love (LoL) Program launched on July 2, 2018. It currently operates two faith sites at St. Timothy's Episcopal Church and Lord's Grace Christian Church. MOVE will also provide program services at the PAHC lot, which was approved by the City Council in December 2018. MOVE
- With City and County Funding MOVE provides site management with case management services contracted with the Community Services Agency (CSA) and other supportive services coordinated with the County.
- The LoL program is modeled on the New Beginnings program and is operated according to the following procedures and processes:
 - (1) provides safe parking on privately owned property from approximately 7:00 p.m. to approximately 7:00 a.m.;
 - (2) provides client case management and an available Porta-Potti with hand-wash station;
 - (3) subcontracts with Community Services Agency (CSA) to provide case management, interviews applicants, and recommends clients based on LoL admission criteria;
 - (4) LoL makes all admission decisions in accordance with site criteria;
 - (5) LoL requirements for clients include a valid driver's license, insurance, registration, and a working vehicle along with a client assessment and ongoing engagement with case management;
 - (6) spaces are by application/referral only;
 - (7) detailed guidelines and waivers, including tenancy, are given;
 - (8) clients receive a one-month permit, renewable each month after check-in with CSA Case Worker; and
 - (9) provides lot monitors who ensure that all clients observe program guidelines.

Operational Considerations:

- An operator agreement is signed with the property owner. (See the attached copy of MOVE's sample faith site agreement).
- The safe parking model is for a third-party program operator to manage the program and hold the property owner harmless from any liability related to the administration of the program.
- One of the primary legal considerations with the operation of a safe parking program is whether it is considered an RV park or mobile home park under State law. These parks require certain licensing, construction and compliance with occupancy standards, maintenance, and other operational requirements. That is not the intent of the safe parking program.
- To address this issue, cities/agencies typically take measures like offering the spaces free of rent, not making significant capital improvements to sites, limiting the hours of operation to overnight only, having the occupants sign a waiver further declaring that they are not occupants or tenants and are not entitled to relocation benefits, and providing limited services on-site.

- Even with these measures, there is some risk, which is why the City of Mountain View is seeking an amendment to the Government Code Section 8698.1. This amendment would, in the event of a shelter crisis (such as in effect), exempt local agencies from regulations regarding the rights and obligations of mobilehome park homeowners or tenants. These exemptions would only apply in the provision of emergency housing, and would be particularly helpful with safe parking programs.

Mountain View Requirements:

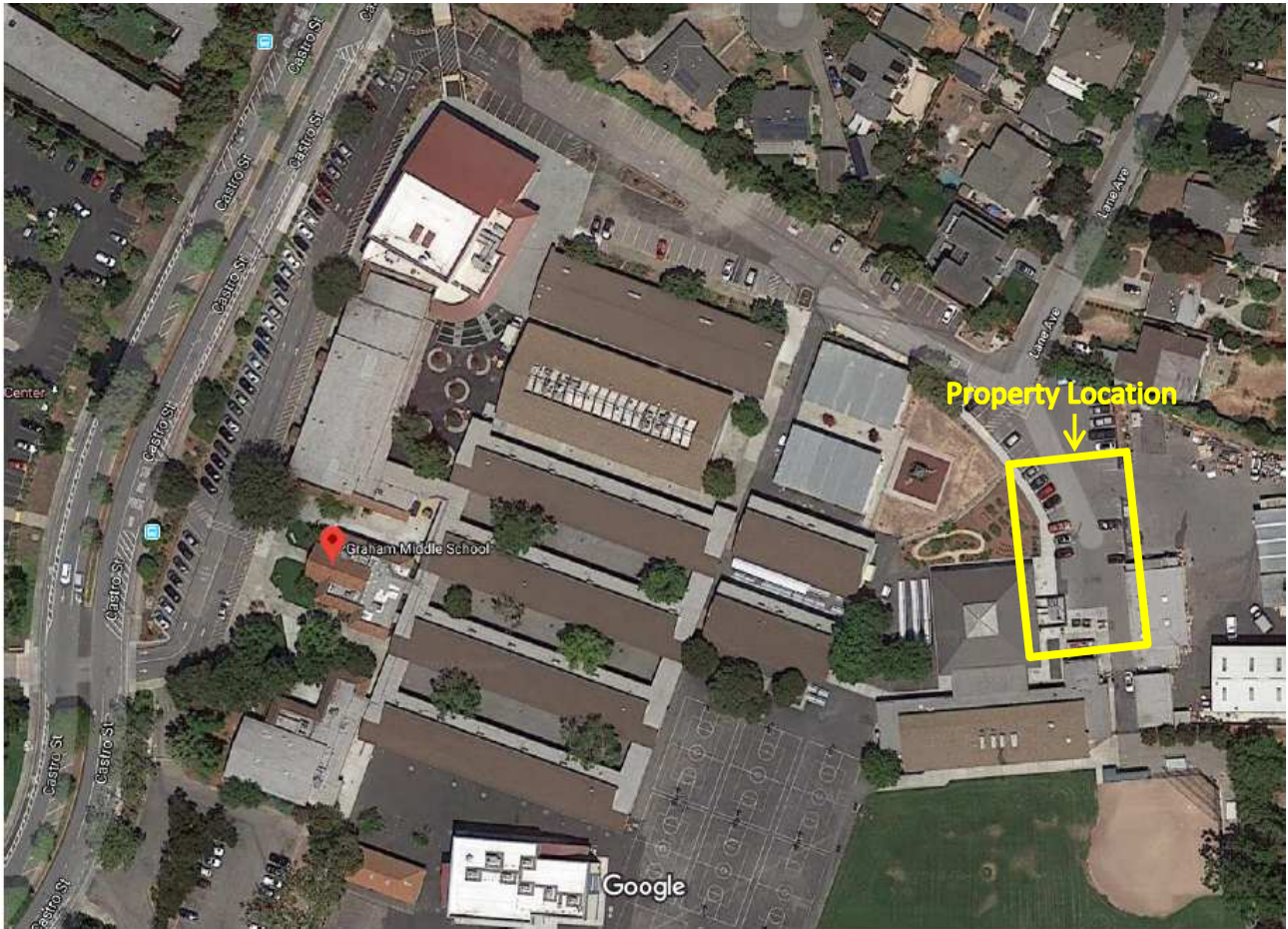
- After Council adoption of a safe parking ordinance (expected on September 24, with Second reading in October 22 and to be in effect 30 days post, or late November 2019), an application will be required to comply with the Code requirements of which the high points are summarized below, and subject to potential modifications made by Council.
- City staff and the non-profit will work with the District to ensure facilitation of these requirements.
- *A Safe Parking provider that meets the following would be required:*
 - Provider subject to City Manager's Office approval.
 - Performs or contracts for case management services to transition participants into housing.
 - Only allows vehicles registered in the program to park overnight.
 - Maintains a roster of the Safe Parking participant and obtains a written agreement with each participant that requires a valid driver's license, insurance and registration, and a working vehicle.
- Operations and site plan, including emergency evacuation procedure, maintenance of the emergency vehicle access road to the site for public safety, and 10' clearance required between vehicles.
 - Lot hours when not in use by the business but not to exceed 7:00 p.m. to 7:00 a.m.
 - Maximum capacity is 50 percent of the striped parking area or 30 vehicles, whichever is less.
 - A buffer of 25' from any residence.
 - Tents, pop-outs, temporary facilities, and other structures prohibited.
 - One footcandle minimum lighting required.
 - Provision of restroom, water, and trash facilities.
 - Black/graywater disposal plan required.
 - Fire extinguishers required.

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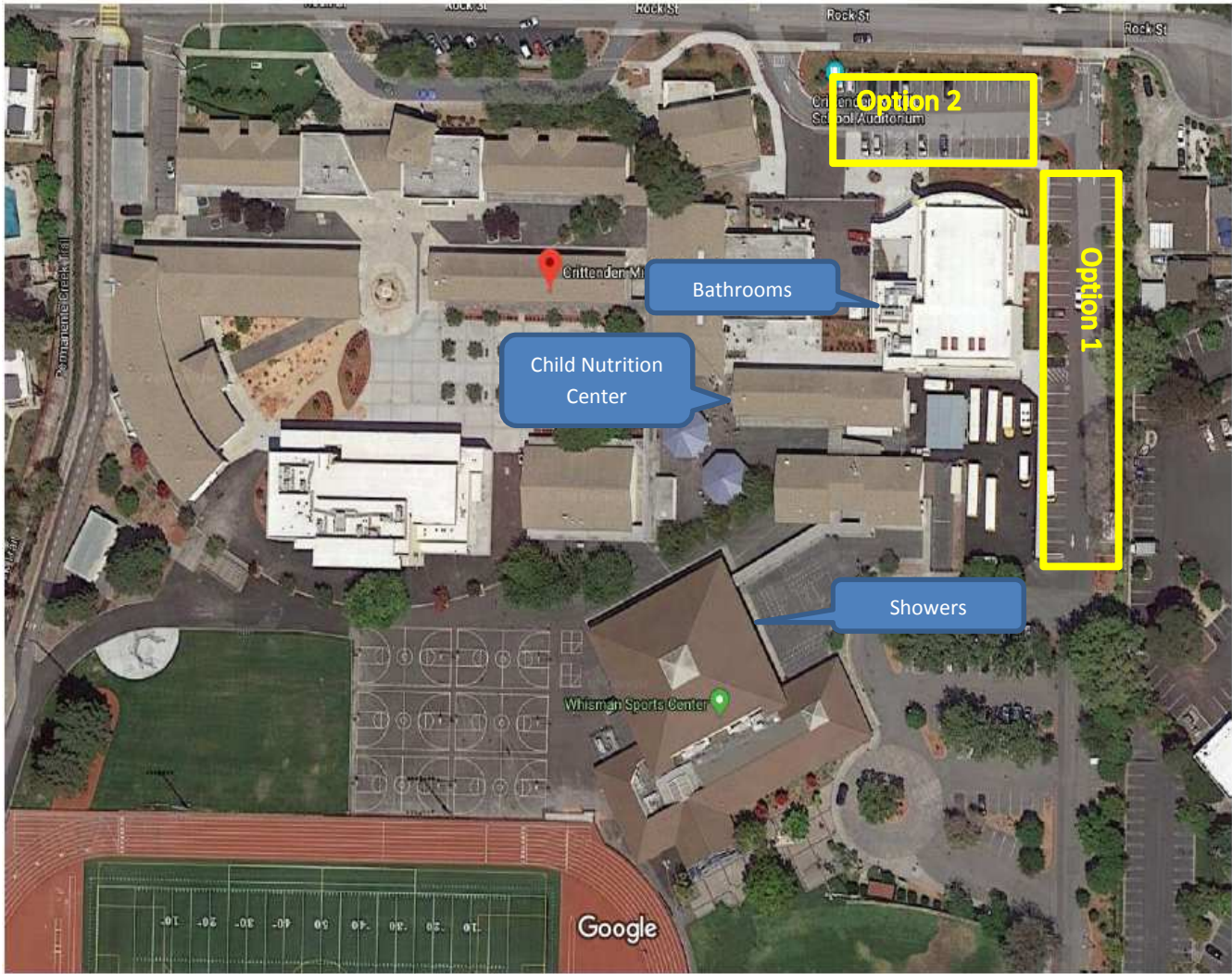
- Modified cooking equipment is prohibited and propane tanks must be secure.
- Fires are prohibited.
- Smoke/carbon monoxide detector is required in each vehicle.
- Vehicles that leak domestic sewage or other excessive fluids are prohibited.
- Generators or amplified sound that is audible outside the vehicle is prohibited.

MVWSD Sample Sites and Specs:

MVWSD Site 1: Graham Middle School - 1175 Castro St, Mountain View, CA 94040 (Tentative)



MVWSD Site 2: Crittenden Middle School - 1701 Rock St, Mountain View, CA 94043 (Tentative)



Notes: Both options for parking lots are gated on both sides. Child Nutrition Center could be used to provide meals. Challenge for using option 1 is that it's next to the public entrance to the school whereas the entrance by option 2 is rarely used thereby allowing for privacy for families participating in Safe Parking program at this lot.