



**A G E N D A**  
CITY OF SEASIDE  
HOMELESS COMMISSION

REGULAR MEETING  
440 HARCOURT AVE (COUNCIL CHAMBER)  
Thursday, October 24, 2024  
5:30 PM

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**During the Meeting:** When the Chair calls for public comment, members of the public participating in person and wishing to address the Commission may approach the podium when the Chair calls for public comment.

When the Chair calls for public comment, members of the public participating on Zoom and wishing to address the City Council can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press \*9 to "Raise Hand"; press \*6 to unmute.

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**1. CALL TO ORDER**

**2. ROLL CALL - HOMELESS COMMISSION**

Benjamin Strickland	Chair
Leslie Mugan	Vice Chair
Lynda Cunningham	Commissioner

**3. REVIEW OF AGENDA**

*If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).*

**4. PUBLIC COMMENT**

Members of the public wishing to address the Commission on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Comments on specific agenda items are heard under that item. For the public record, please state your name.

**5. PRESENTATIONS**

**6. APPROVAL OF MINUTES**

**A. APPROVE MINUTES FOR JULY 31, 2024 SPECIAL MEETING**

**RECOMMENDATION:** Approve minutes as presented in the agenda packet.

**7. BUSINESS ITEMS**

**A. DISCUSS HOMELESS COMMISSION MEMBERSHIP SIZE FOR CLARITY REGARDING BROWN ACT AND ENGAGEMENT IN COMMISSION WORK/ACTIVITIES**

**RECOMMENDATION:** Commissioners will explore questions and concerns regarding its current membership of 3 members to gain understanding of how to engage in commission work/activities while adhering to the Brown Act.

**B. DEBRIEF REGARDING EFFORTS TO PARTNER WITH NEIGHBORHOOD IMPROVEMENT COMMISSION AND REFRESH START TO DETERMINE**

**NEXT STEPS FOR SEEKING FUNDING TO BRING MOBILE HYGIENE SERVICES TO COMMUNITY**

**RECOMMENDATION:** Commissioners and Community Partner, Sara Tortorelli from Refresh Start Mobile Shower Services will identify questions and concerns to share with the NIC to receive feedback and discuss next steps regarding the efforts to collaborate for funding support to provide mobile hygiene services to the community.

**C. EXPLORE OPTIONS FOR PROCESS OF ALLOCATING UP TO \$15,000 OF HOMELESS COMMISSION FISCAL YEAR 2024/2025 BUDGET TO AGENCIES/ORGANIZATIONS OPERATING FOOD INSECURITY PROGRAMS SERVING HOMELESS INDIVIDUALS AND FAMILIES IN SEASIDE**

**RECOMMENDATION:** Commissioners will discuss and clarify a process for non-profit agencies/organizations operating food insecurity programs serving homeless individuals and families in the City of Seaside to receive donation funds in support of their efforts.

**D. DISCUSS ALLOCATION OF \$5,000 FROM HOMELESS COMMISSION FISCAL YEAR 2024/2025 BUDGET TO DONATE TO LOCAL HOMELESS ADVOCACY ORGANIZATIONS AND NON PROFITS FOR HOLIDAY NEEDS**

**RECOMMENDATION:** Commissioners will identify local homeless advocacy organizations and non-profits to donate up to \$5,000 in funds as listed in their fiscal year 2024/2025 work plan and provide in their annual budget to support organizations serving homeless individuals and families to meet their needs during the holidays.

**E. EXPLORE IDEAS FOR INCREASING HOMELESS COMMISSION MEMBERSHIP AND PARTNERS/STAKEHOLDERS PARTICIPATION**

**RECOMMENDATION:** Commissioners will identify efforts to advocate for increasing their membership, which currently has 3 members but has capacity for 7. Additionally, commissioners should discuss ideas for encouraging community members, partners, and stakeholders to attend meetings and support related work/activities.

**8. REPORTS FROM COMMISSIONERS**

**9. REPORTS FROM STAFF**

This is a time specifically set aside for the Staff Liaison to provide updates on non-agendized requests from the Commission, and to provide brief information on topics under the purview of the Commission.

**10. ADJOURNMENT**

## Next Regularly Scheduled Meeting: TBD

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<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

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**FINAL MINUTES**  
CITY OF SEASIDE  
HOMELESS COMMISSION

SPECIAL MEETING  
Council Chamber  
Wednesday, July 31, 2024  
5:30 PM

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**1. CALL TO ORDER**

Chair Strickland called the 5:30 PM meeting to order at 5:36 PM.

**2. ROLL CALL - HOMELESS COMMISSION**

PRESENT: Strickland, Mugan, Cunningham

ABSENT: None

**3. REVIEW OF AGENDA**

None

**4. PUBLIC COMMENT**

None

**5. APPROVAL OF MINUTES**

**A. APPROVE MINUTES FOR JULY 23, 2024 SPECIAL MEETING**

*On motion by Commissioner Cunningham and second by Commissioner Mugan and carried by the following roll call vote, the Homeless Commission moved to approve the minutes for the July 23, 2024 Special meeting.*

*RESULT: 3-0-0-0*

*AYES: Strickland, Mugan, Cunningham,*

*NOES: None*

*ABSTAIN: None*

*ABSENT: None*

***ACTION: Approved***

**6. BUSINESS ITEMS**

**A. REVIEW, REVISE, AND APPROVE PRESENTATION TO REQUEST FUNDING PARTNERS REGARDING THE FEASIBILITY OF CONTRACTING MOBILE HYGIENE SERVICES TO SUPPORT LOW-INCOME AND UNHOUSED COMMUNITY MEMBERS IN SEASIDE**

The commission discussed a one page summary proposal for funding a mobile hygiene services for low-income and homeless individuals in Seaside and Monterey County, focusing in improving personal cleanliness, health and dignity. Finding possible locations for the hygiene unit services.

**PUBLIC COMMENT: None**

*On motion by Commissioner Cunningham and second by Commissioner Mugan and carried by the following roll call vote, the Homeless Commission moved to accepting the revised presentation.*

*RESULT: 3-0-0-0*

*AYES: Strickland, Mugan, Cunningham,*

*NOES: None*

*ABSTAIN: None*

*ABSENT: None*

***ACTION: Passed***

**7. REPORTS FROM COMMISSIONERS**

Commissioners provided reports.

**Commissioner Cunningham:** The city sprung off a nonprofit for housing and would like to work with them, also mention there's some community members/business who are concern about the homeless and feel the homeless would destroy everything.

**Commissioner Strickland:** Saw on the news how the Governor had issue an executive order to tear down homelessness encampments, if this happens here he would like to have a special meeting and invite a lot of the nonprofits/community partners that work with the homeless population to discuss how to respond to this happening.

**8. REPORTS FROM STAFF**

Staff provided report.

None

**9. ADJOURNMENT**

With no further business, the meeting adjourned at 6:37 PM.

**Respectfully submitted,**

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**Denise Mejia, Commission Clerk**

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**Ben Strickland, Commission Chair**



**CITY OF SEASIDE  
STAFF REPORT**

**Item No.:7.A.**

**TO:** Homeless Committee

**BY:** Derrick Elder, Family & Community Support Practitioner

**DATE:** October 24, 2024

**SUBJECT:** **DISCUSS HOMELESS COMMISSION MEMBERSHIP SIZE FOR CLARITY REGARDING BROWN ACT AND ENGAGEMENT IN COMMISSION WORK/ACTIVITIES**

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**PURPOSE**

Commissioners will explore questions and concerns regarding its current membership of 3 members to gain understanding of how to engage in commission work/activities while adhering to the Brown Act.

**BACKGROUND**

The Homeless Commission currently only has 3 members but could have a total of 7. With only 3 members, there has been confusion as it relates to the Brown Act and how many members can engage specific commission work/activities outside of Homeless Commission meetings including giving presentations and participating on committees. The Commissioners seek to gain clarity to avoid any violations of the Brown Act.

**FISCAL IMPACT**

No fiscal impact at this time.

**ATTACHMENTS**

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**CITY OF SEASIDE  
STAFF REPORT**

**Item No.:7.B.**

**TO:** Homeless Committee

**BY:** Derrick Elder, Family & Community Support Practitioner

**DATE:** October 24, 2024

**SUBJECT:**

**DEBRIEF REGARDING EFFORTS TO PARTNER  
WITH NEIGHBORHOOD IMPROVEMENT  
COMMISSION AND REFRESH START TO  
DETERMINE NEXT STEPS FOR SEEKING FUNDING  
TO BRING MOBILE HYGIENE SERVICES TO  
COMMUNITY**

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**PURPOSE**

Commissioners and Community Partner, Sara Tortorelli from Refresh Start Mobile Shower Services will identify questions and concerns to share with the NIC to receive feedback and discuss next steps regarding the efforts to collaborate for funding support to provide mobile hygiene services to the community.

**BACKGROUND**

The Homeless Commission desires to bring needed mobile hygiene services to the Seaside Community and has made efforts to partner with the Neighborhood Improvement Commission to obtain funding for the project. However, the Homeless Commission has yet to find success with acquiring the funds after multiple attempts and hope to learn how to best communicate their request.

**FISCAL IMPACT**

The request for funding for the mobile hygiene services pilot program is \$24,000 however, there is no fiscal impact at this time.

**ATTACHMENTS**





**CITY OF SEASIDE  
STAFF REPORT**

**Item No.:7.C.**

**TO:** Homeless Committee

**BY:** Derrick Elder, Family & Community Support Practitioner

**DATE:** October 24, 2024

**SUBJECT:**

**EXPLORE OPTIONS FOR PROCESS OF  
ALLOCATING UP TO \$15,000 OF HOMELESS  
COMMISSION FISCAL YEAR 2024/2025 BUDGET  
TO AGENCIES/ORGANIZATIONS OPERATING  
FOOD INSECURITY PROGRAMS SERVING  
HOMELESS INDIVIDUALS AND FAMILIES IN  
SEASIDE**

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**PURPOSE**

Commissioners will discuss and clarify a process for non-profit agencies/organizations operating food insecurity programs serving homeless individuals and families in the City of Seaside to receive donation funds in support of their efforts.

**BACKGROUND**

The Homeless Commission has been granted \$15,000 in it's annual budget to allocate to food insecurity programs operating in the City of Seaside to support efforts to feed homeless individuals and families.

**FISCAL IMPACT**

The amount available in the Homeless Commission's fiscal; year 2024/2025 budget to support agencies/organizations operating food insecurity programs is \$15,000 however there is no fiscal impact this time until the Commission decides the process for distribution.

**ATTACHMENTS**





**CITY OF SEASIDE  
STAFF REPORT**

**Item No.:7.D.**

**TO:** Homeless Committee

**BY:** Derrick Elder, Family & Community Support Practitioner

**DATE:** October 24, 2024

**SUBJECT:**

**DISCUSS ALLOCATION OF \$5,000 FROM  
HOMELESS COMMISSION FISCAL YEAR  
2024/2025 BUDGET TO DONATE TO LOCAL  
HOMELESS ADVOCACY ORGANIZATIONS AND  
NON PROFITS FOR HOLIDAY NEEDS**

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**PURPOSE**

Commissioners will identify local homeless advocacy organizations and non-profits to donate up to \$5,000 in funds as listed in their fiscal year 2024/2025 work plan and provide in their annual budget to support organizations serving homeless individuals and families to meet their needs during the holidays.

**BACKGROUND**

In it's efforts to identify and collaborate with agencies that provide supportive services to homeless individuals and families, the Homeless Commission has been able to offer funding support in previous years to local homeless advocacy organizations and non-profits.

**FISCAL IMPACT**

The commission will allocation \$5,000 of its fiscal year 2024/20025 budget to support local homeless advocacy organizations and non-profits during the holidays.

**ATTACHMENTS**

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# **City of Seaside Homeless Commission**

## **Annual Work Plan FY 2024-2025**

**Adopted by the Commission  
April 3, 2024**

**Commission Members**

**Benjamin Strickland – Chair**

**Leslie Mugañ– Vice Chair**

**Lynda Cunningham**

**Vacancy**

**Vacancy**

**Vacancy**

**Vacancy**

**Staff Liaison – Derrick Elder, Family & Community Support Practitioner**

**Liaison Assistant – Denise Mejia, Family & Community Support Technician**

## **Mission Statement**

To plan, advocate, support and collaborate with those affected by homelessness and the organizations that serve them.

## **Historic Background**

The Seaside City Council created the Homeless Commission on November 2, 2017. The Commission will have completed its sixth full year as of November 2, 2023.

## **General duties of the Homeless Commission**

The Commission on the Status of Homelessness shall have the power, and it shall be the duty of the commission to make recommendations to the City Council and to advise the Council in the following matters:

- Review and comment on City ordinances, programs and policies and state mandates related to housing, CDBG grants and programs, and other poverty mitigation programs;
- Monitor and assist the City's progress in implementing needed homeless services and facilities;
- Develop policy recommendations and processes to measure the effectiveness of new and existing policies in ending and preventing homelessness and coordinate with the CDAC for their required reporting in the HUD mandated Annual Action Report;
- Identify strategic goals for the City and estimate resources needed to accomplish these goals; investigate funding to implement programs to benefit the homeless community.
- Identify partnerships with County, City and other community programs that achieve the goals of ending or preventing homelessness in the City of Seaside.

## **Responsibilities**

### **The commission on the status of homelessness shall:**

- Hold public meetings on matters related to homelessness;
- Investigate best and contemporary practices with regard to eliminating and preventing homelessness;
- Serve in advisory capacity to the City Council, commissions, committees, and boards on related issues;
- Prepare an annual report to the City Council on progress and effectiveness of various programs and policies.
- Ensure regular maintenance of homeless commission resources on the City website.

## **Fiscal Year 2024-2025 Work Plan**

### **A. Cultivate a “Housing First” culture which includes bold and innovative ideas and activities:**

- Identify additional City properties to utilize as transitional housing
- Advocate for rental assistance programs
- Advocate for viable emergency housing programs and emergency temporary housing
- In the event of a vacancy, ensure a member of the City Staff is appointed as the Homeless Commission Liaison
- Collaborate with the City of Seaside Family and Community Support Program Staff whose job duties include address housing and homelessness

**B. Engage, amplify and collaborate with organizations that work with our Seaside community members who are at risk of homelessness:**

- Identify, participate and collaborate with food programs that serve the community
- Amplify support and improve current safe parking programs in the community through partnerships
- Engage, collaborate and participate with Monterey Peninsula Unified School District (MPUSD) programs that serve at risk and homeless youth
- Identify and collaborate with agencies that provide supportive services for young children
- Identify, participate and collaborate with organizations that service pets of the unhoused
- Increase awareness of homelessness solutions and outreach by participating in a public outreach campaign. Examples include:
  - Speak at School Assemblies
  - Neighboring City Council Meetings
  - School Board Meetings

**C. Invite all voices to the table and in our conversations; especially our Seaside community members who are at risk of homelessness:**

- Receive regular updates from local organizations that serve those at risk of homelessness to include but not limited to:
  - Casa De Noche Buena Family Center
  - Gathering for Women
  - Salvation Army
  - I-Help for Women and Men

- Coalition of Homeless Service Providers

Partner with the City of Seaside Family and Community Support Program to host community forums where neighbors can share their ideas for addressing housing and homelessness

Partner with City of Seaside staff and commissions to collaborate on endeavors to assist the unhoused

**D. Investigate options to provide additional services to the unhoused to include but not limited to:**

- Lockers for storage of personal items
- Phone charging station/Portable Battery
- Mobile hygiene station

**E. Investigate options to secure funding through the City of Seaside Boards and Commissions, and any appropriate channels to satisfy needs of the work plan to include but not limited to:**

- Explore possibility of City allocating a percentage of Transient Occupancy Tax and Short-term Rentals Revenue to Homeless Commission Budget
- Explore possibility of Homeless Commission applying for grants to supplement funding
- Submit proposal(s) to Neighborhood Improvement Commission to seek funding for specific projects and programs

## **Fiscal Year 2023-2024 Homeless Commission Accomplishments:**

- **Held First in a Series of Listening Sessions on the State of Homelessness on September 19, 2023**
- **Provided \$1,750 in funds to “Casa De Noche Buena Family Shelter” to support the needs of their residents during the holidays**
- **Provided \$1,750 in funds to “Outreach Unlimited (I-HELP)” to support their efforts to transport and shelter unhoused women and men during the holidays**
- **Held Second in a Series of Listening Sessions on the State of Homelessness on February 8, 2024**
- **Held Third in a Series of Listening Sessions on the State of Homelessness on February 22, 2024**
- **Presented proposal to Neighborhood Improvement Commission on September 5, 2024 to seek funding for mobile hygiene services project**
- **Received presentation from Refresh Start Mobile Hygiene Program operating in Monterey County on January 11, 2024**

## **Expected Expenditures for Projects and Programs - Budget Request**

**\*Work Plan Part B - Engage, amplify and collaborate with organizations that work with our Seaside community members who are at risk of homelessness**

**\$15,000** a year - City of Seaside food insecurity programs

**\$5,000** - Holiday Donations to local homeless advocacy organizations and non-profits

**\$5,000** – Donations to local youth-focused, homeless advocacy organizations and non-profits

**\$5,000** – Funding for one-time and emergency expenses to support local homeless advocacy organizations and non-profits

**\$10,000** – Funding to support local homeless advocacy organizations and non-profits in efforts to provide supportive services (minor car/bike repairs, gas, spay/neuter needs for pets, first month's rent/deposit, bus passes, laundry)

**\*Work Plan Part C - Invite all voices to the table and in our conversations; especially our Seaside community members who are at risk of homelessness:**

**\$1,000** Presentations for Homelessness solutions (Travel expenditures for consultants etc.)

**\$1,000** - Support / Facilitate a minimum of one community homeless outreach forum (advertising costs etc.)

**\$500** - Support misc. needs of Homeless Commission community engagement (challenge coins, nametags, etc.)

**\*Work Plan Part D - Investigate options to provide additional services to the unhoused to include:**

**\$35,000** – Contract Mobile Hygiene Services **Option 1** (Showers, Laundry, Toilets and Handwashing) in cooperation with a local non-profit organization to manage [OFFERED 1 DAY/WEEK FOR A YEAR ON SATURDAYS]

**\$191,500** – Contract Mobile Hygiene Services **Option 2** (Showers, Laundry, Toilets and Handwashing) in cooperation with a local non-profit organization to manage [OFFERED 5 DAYS/WEEK FOR A YEAR]

**Total: \$77,500 (Mobile Hygiene Option 1)**

**Total: \$234,000 (Mobile Hygiene Option 2)**



**CITY OF SEASIDE  
STAFF REPORT**

**Item No.: 7.E.**

**TO:** Homeless Committee

**BY:** Derrick Elder, Family & Community Support Practitioner

**DATE:** October 24, 2024

**SUBJECT: EXPLORE IDEAS FOR INCREASING HOMELESS COMMISSION  
MEMBERSHIP AND PARTNERS/STAKEHOLDERS  
PARTICIPATION**

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**PURPOSE & RECOMMENDATION**

Commissioners will identify efforts to advocate for increasing their membership, which currently has 3 members but has capacity for 7. Additionally, commissioners should discuss ideas for encouraging community members, partners, and stakeholders to attend meetings and support related work/activities.

**BACKGROUND**

**ATTACHMENTS**

None

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