



# Request for Policy Analysis (Council Referrals)

Department Parks, Recreation, & Neighborhood Services Rules Date January 24, 2024 Item C.3  
 Department Rep. Name/Ext. Jon Cicirelli Councilmember Sponsorship Mayor Matt Mahan  
 Policy/Ordinance Subject Encampment Management Policy Councilmember Dev Davis  
Preserving Our Progress - Guadalupe River Trail Councilmember Omar Torres

Staff Recommendation																	
<input checked="" type="checkbox"/>	<b>GREEN</b>	Adopt based on tradeoffs outlined on next page			<input type="checkbox"/>	<b>YELLOW</b>	Defer to a later designated date or the annual Budget Process			<input type="checkbox"/>	<b>RED</b>	Recommend Council not adopt nominated idea		<input type="checkbox"/>	<b>NEEDS CLARIFICATION OR MORE TIME TO EVALUATE</b>		
Staff Evaluation																	
Is this already underway in a department work plan?				Is this time critical or an emergency?				Will this require substantial resources, staffing, budget, strategic support, or reprioritizing existing work plan?									
<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No		<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No		<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No							
Criterion to Determine Scale of Project Complexity																	
Project complexity is determined by scoring the project in each of the 3 criteria below and then summing the score.																	
a. Low Complexity is a sum of 6 or less.				b. Medium Complexity is a sum of 7 – 9.				c. High Complexity is a sum of 10 or greater.				Total Score = 11					
Scoring Criterion	Low Complexity			Medium Complexity			High Complexity										
	Estimated Duration	6 – 9 months	<input type="checkbox"/> = 1	9 - 18 months	<input type="checkbox"/> = 2	More than 18 months	<input checked="" type="checkbox"/> = 3										
	Organizational Complexity (Internal)	Can easily be absorbed into existing work plan	<input type="checkbox"/> = 1	Planned work (future)	<input checked="" type="checkbox"/> = 2	Work not currently proposed	<input type="checkbox"/> = 3										
		Have staff with required skillset/knowledge	<input type="checkbox"/> = 1	Have staff with required skillset/ requires moderate research	<input checked="" type="checkbox"/> = 2	Do not have staff with required skillset/requires significant research	<input type="checkbox"/> = 3										
		Less than or equal 2 staff required	<input type="checkbox"/> = 1	3 - 4 staff required	<input checked="" type="checkbox"/> = 2	More than 5 staff required	<input type="checkbox"/> = 3										
(External)	1 Additional department; no community outreach required	<input type="checkbox"/> = 1	2 Other departments Involved; some community outreach required	<input checked="" type="checkbox"/> = 2	3 or more departments and/or external partners involved; significant community outreach required	<input type="checkbox"/> = 3											
DEPT. Required	<input type="checkbox"/> Airport	<input type="checkbox"/> Auditor	<input checked="" type="checkbox"/> CMO	<input type="checkbox"/> OEDCA	<input type="checkbox"/> ESD	<input type="checkbox"/> Fire	<input type="checkbox"/> HR	<input type="checkbox"/> IT	<input checked="" type="checkbox"/> PRNS	<input checked="" type="checkbox"/> Police	<input type="checkbox"/> Retirement						
	<input checked="" type="checkbox"/> Attorney	<input type="checkbox"/> Clerk	<input checked="" type="checkbox"/> CMO – Budget	<input type="checkbox"/> Community Energy	<input type="checkbox"/> Finance	<input checked="" type="checkbox"/> Housing	<input type="checkbox"/> IPA	<input type="checkbox"/> Library	<input type="checkbox"/> PBCE	<input type="checkbox"/> PW	<input type="checkbox"/> DOT						

CMO Approval: /s/ Lee Wilcox Date 2/5/2024

**Analysis**

**Explain the rationale for staff recommendation, including any mitigating factors that need to be considered (recent legislative action, significant work plan changes, etc.). Please address the following as well.**

GREEN LIGHT: The Administration can implement this nominated idea under its current work plan. Item should be sent to Council to add to department work plan. (1) How will the idea be approached? (2) If adopted, what is its impact and/or tradeoff to the City Council Focus Area or to a department work plan, including strategic support? (3) What is the minimum viable scope to move the idea forward and reduce its complexity?

Implementing a No Encampment Zone/Guadalupe River was not in staff's workplan, but the direction can be implemented at least through the end of this fiscal year, as it involves work with previously approved multi-year resources that will be transferred from the Housing Department to PRNS. Without these resources implementation would not be possible. However, the work to preserve progress (no re-encampment) also requires coordination and involvement of the Police Department's bike patrol--this bike patrol resource is only funded through the end of this fiscal year. Implementation of this body of work is likely to have service-level impacts if this team requires additional backup of existing PRNS resources that are servicing other encampments. Additional detail regarding the implementation process and other considerations is found below.

YELLOW LIGHT: Administration recommends Council defer this nominated idea to a later designated date or the annual Budget Process due to (describe cost implications, workload impacts, or other factors)

RED LIGHT: The Administration recommends Council not to adopt this nominated idea due to (describe reason implementation would be difficult if not impossible – conflict with other laws, etc.).

## Analysis (Continued)

### Implementation Process:

- \* Recruit and hire staff pending City Council approval of new classification - Community Activity Specialist in March 2024. (Delete two existing Therapeutic Specialists in Housing/add two Community Activity Specialist in PRNS/BSJ.)
- \* Develop, print, and install metal signage (Abatement notice/No Camping- Municipal Code) along approximately 4 miles of Guadalupe River Trail on both sides from Virginia Street to Julian Street. Initial direction was from Woz Way to Julian Street; staff recommends stretching south to Virginia Street due to impacted areas.
- \* Develop metrics for project evaluation to understand the intervention's effectiveness and cost implications, including the number of people relocated from the project area, number of abatements, and the utilization of trail for recreational uses. This is important to understand what procedures, resources, and personnel are effective at enforcing such a directive along the waterways in light of the Storm water Permit requirements.

### Budget Considerations:

- \* While the 2.0 Community Activity Specialists are funded through June 30, 2026, the funding for the Police Department Bike Patrol will expire on June 30, 2024. Additional funding will be required in 2024-2025 to continue the Bike Patrol and to ensure the availability of vehicles and supplies for the Community Activity Specialists.

### Other Considerations:

- 1) Initial full abatement of project area (Julian-Virginia) by BSJ Abatement Team is anticipated in April 2024.
- 2a) New PRNS/BSJ staff will monitor and communicate with the public to prevent re-encampment during Monday-Friday
- 2b) SJPB Bike Patrol to be present seven days/week and act as lead on monitoring/communicating on weekends. Note--Any encampments established on weekends will be addressed by BSJ on Mondays. Also, Guadalupe bike patrol is filled through the voluntary, secondary employment unit. Historically, these positions are not filled 100% of time.
- 3) Refusal to relocate will result in immediate abatement based on fixed Abatement Notices. Although this process differs from citywide Abatement procedures that require the 72 hour notice, all property procedures will remain the same.
- 4) This project does not include funding for sheltering/housing options other than what is currently available on a daily basis.
- 5) Staff anticipates the implementation of this No Encampment Zone is likely to have overall system level implications (such as servicing existing encampments or enforcing setbacks in other parts of the city), although the magnitude of that impact is currently unknown and will depend on the need to shift other BSJ resources for this project.