



**CITY OF NOVATO**  
CALIFORNIA

**Housing and Homeless Committee  
Meeting Agenda**

**Wednesday, June 12, 2024 - 5:00 PM**

**CITY HALL  
901 SHERMAN AVENUE  
NOVATO, CA 94945**

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**Chair**

Jason Sarris

**Vice Chair**

Elissa Lasserre

**Members**

Mark Brand

David Fariello

Lucie Hollingsworth

Jennifer Mallow

Will Meecham

**Staff Liaison**

Sullina D. Smith, Principal Management Analyst

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison at (415) 899-8929. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodations to help ensure accessibility to this meeting. Council Chambers is equipped with a Hearing Loop (aka "T-Coil"), focused under the large raised ceiling in the middle of the room. In addition, assistive listening receivers are available for checkout from the Staff Liaison.

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- A. CALL TO ORDER AND ROLL CALL**
- B. APPROVAL OF THE FINAL AGENDA**
- C. PUBLIC COMMENT**

*All members of the public wishing to address the Housing and Homeless Committee are welcome. There is a three-minute time limit to speak although the Chair may shorten the time based on the number of speakers or other factors. A speaker may not yield his or her time to another speaker.*

*For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken.*

**D. CONSENT CALENDAR**

*All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the Committee. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any Committee Member may remove an item from the Consent Calendar and place it under General Business for discussion.*

**D.1 Approve the Meeting Minutes of March 13, 2024**

**E. UNFINISHED AND OTHER BUSINESS**

**E.1 Receive an update from the Ad Hoc Committee on Housing and Homeless Information**

**E.2 Receive an update from the Ad Hoc Committee on the State of Housing and Homelessness**

**E.3 Receive an update from City Staff and the Ad Hoc Committee on the draft FY 2024-2025 Work Plan, and consider approving the draft FY 2024-2025 Housing and Homeless Committee Work Plan for recommendation to the Council**

**F. GENERAL BUSINESS**

*These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Housing and Homeless Committee. They will be enacted upon by a separate vote.*

**F.1 Fiscal Sustainability Update from City Manager Amy Cunningham and Assistant City Manager Jessica Deakyne**

**G. COMMITTEE PROPOSED AGENDA ITEM(S)**

*This section is used for Committee Members to orally report on topics that can be considered for discussion at a future meeting. Items must have been sent to staff 10 calendar days prior to the meeting to be included in the agenda.*

**H. COMMITTEE AND LIAISON REPORTS**

*This section is used for Committee Members and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting.*

**H.1 Staff Liaison Report**

**H.2 Committee Member Reports**

**I. ADJOURNMENT**

*Materials that are submitted to members after the distribution of the agenda packet, are available for public inspection at 922 Machin Avenue during normal business hours. Such materials shall also be made available on the City of Novato website at [novato.org](http://novato.org) when practical and provided that City staff is able to*

*post those documents prior to the meeting. A binder is available for the public at the meeting to view any distributed materials. Also, when non-confidential written materials are distributed to members of the Committee during a public meeting by staff or a member of the Committee, copies shall be made available to members of the public following that meeting.*

**AFFIDAVIT OF POSTING**

I, Addison Luong, certify that on the Thursday before the Housing and Homeless Committee meeting of Wednesday, June 12, 2024, the agenda was posted on the City Community Service Board at 922 Machin Avenue in Novato, California and on the City's website at [novato.org](http://novato.org).

/Addison Luong/

Addison Luong, Senior Office Assistant



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# CITY OF NOVATO CALIFORNIA

## Housing And Homeless Committee Draft Meeting Minutes

Wednesday, March 13, 2024 – 5:00pm

Novato Council Chambers  
901 Sherman Avenue  
Novato, CA 94945

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### Chair

Jason Sarris

### Vice Chair

Elissa Lasserre

### Members

Mark Brand

David Fariello

Lucie Hollingsworth

Jennifer Mallow

Will Meecham

### Staff Liaison

Sullina D. Smith, Principal Management Analyst

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#### A. CALL TO ORDER AND ROLL CALL

Meeting called to order by Committee Chair Sarris at 5:01pm

Committee members present: Brand, Fariello, Hollingsworth, Lasserre, Meecham, Sarris

Committee members present: Mallow

Principal Management Analyst Sullina Smith, Management Analyst I Alison Fletcher

#### B. APPROVAL OF THE FINAL AGENDA

Committee Action: Upon motion by Committee member Fariello and seconded by Committee member Meecham, the Committee voted **5-0-1** to approve the final agenda.

AYES: Brand, Fariello, Hollingsworth, Lasserre, Meecham, Sarris

NOES: None

ABSENT: Mallow

#### C. PUBLIC COMMENT

None.

## **D. CONSENT CALENDAR**

### **D.1 Approve the Meeting Minutes of December 13, 2023**

Committee Action: Upon motion by Committee member Brand and seconded by Committee member Fariello, the Committee voted **5-0-1** to approve the Meeting Minutes of December 13, 2023.

AYES: Brand, Fariello, Hollingsworth, Lasserre, Meecham, Sarris

NOES: None

ABSENT: Mallow

## **E. UNFINISHED AND OTHER BUSINESS**

### **E.1 Receive an update from the Ad Hoc on Housing and Homeless Information**

The Ad Hoc Committee provided an update on the progress of the work plan item and other Committee Members provided input and asked questions. Discussion included scope of work and focus areas of interim shelter and tiny homes.

Public Comment from Bambi Klyse.

### **E.2 Receive an update from the Ad Hoc on the State of Housing and Homelessness**

The Ad Hoc Committee provided an update on the progress of the work plan item and other Committee Members provided input and asked questions. Discussion included the goal of getting a comprehensive overview of the homeless community through a survey and looking at the San Rafael and County Point In Time Count surveys.

Public Comment from Bambi Klyse.

### **E.3 Receive an update from Staff on progress of the Temporary Encampment at Lee Gerner Park**

Principal Management Analyst Sullina Smith provided an update on the progress of participants at the Temporary Encampment at Lee Gerner Park, and Committee members provided input and asked questions.

Public Comment from Bambi Klyse.

## **F. GENERAL BUSINESS**

### **F.1 Receive an update from Staff on the progress of the FY 2023-2024 Work Plan and provide direction on the next steps for the FY 2024-2025 Work Plan, including forming an Ad Hoc Committee to support the development of the new Work Plan**

Committee Action: Upon motion by Committee member Fariello and seconded by Committee member Sarris, the Committee voted **5-0-1** to appoint Committee member Sarris, Hollingsworth, and Brand to the Ad Hoc Committee.

AYES: Brand, Fariello, Hollingsworth, Lasserre, Meecham, Sarris

NOES: None

ABSENT: Mallow

## **G. COMMITTEE PROPOSED AGENDA ITEM(S)**

None.

## **H. COMMITTEE AND LIAISON REPORTS**

## H.1 Staff Liaison Report

Principal Management Analyst Sullina Smith provided an update to the Committee on the partnership between the City and County of Marin to ramp up services at the Hamilton Marsh Encampment, leveraging State Encampment Resolution Funds.

## H.2 Committee Member Reports

Committee member Sarris reported on his experience in attending the National Alliance to End Homelessness 2024 Innovations and Solutions for Ending Unsheltered Homelessness Conference.

## I. ADJOURNMENT

The meeting adjourned at 6:34 pm.

**I HEREBY CERTIFY that the foregoing minutes were duly adopted at the Housing and Homeless Committee meeting of [DATE].**

**/Addison Luong/**

Addison Luong, Senior Office Assistant



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# **HOUSING AND HOMELESS COMMITTEE - TINY HOME PROPOSAL**

## **INTRODUCTION**

Novato, like most cities in California and the rest of the nation, suffers from a shortage of housing. As a society, the enrichment of those who own property has come at the expense of those who need low-cost housing. Homelessness was not a problem in the 1960s. This wasn't because there were no poor, mentally ill, or addicted people; the difference was plentiful affordable housing. Since then, urban redevelopment, tax policies, single family zoning, cumbersome and expensive permitting, increased labor and building materials costs, plus related factors have all increased housing deficits, as well as rental and purchase prices.

It is estimated that California suffers from a shortage of nearly two million units. Those at the bottom of the economic ladder, often trying to survive on minimum wage salaries, end up living with friends/relatives, in their vehicles or on our streets. Those who are elderly and/or disabled, unable to work and living on fixed or no incomes, fare worse.

This unintended and untoward outcome of our policies has been a disaster for its victims and our communities. Homelessness divides communities, increases ill health, drug use, crime, social withdrawal and isolation, and our abilities to maintain civil discourse. It is our collective responsibility, in every community, to work to right this wrong.

Lee Garner Park, Binford Road, and Hamilton Marsh are just some of our City's homeless encampment locations. All of our homeless sites have experienced problems such as poor sanitation, accumulation of debris, fire, and other hazards. Under the stress of homelessness, occupants of these camps suffer increased difficulty around mental illness and substance misuse. The negative effects spread beyond encampments to impact local communities and businesses. Concern about homelessness is notable in Novato's annual Budget Priorities survey, which identified it (and the related issue of mental health) as one of the five top priorities for the 1000+ survey respondents.

Some improvement has been achieved through various interventions, but difficulties are likely to persist in Novato's encampments despite current efforts at containment, regulation, and outreach. The only good solution is the provision of housing.

After meeting with several current providers of homeless services (Homeward Bound of Novato, Labath Landing of Rohnert Park, Goodness Village of Livermore) our committee recommends that the City of Novato begin the process of creating a

Tiny Home Village to provide permanent homes to the most impaired of our homeless neighbors.

***Target population:***

Adults aged 18 and older, with a year or more of homelessness. The project should focus on the most impaired physically, psychologically, and/or chemically dependent who have been unable to navigate homeless shelters or supports. Experience has shown that supported, permanent housing for the highest risk homeless dramatically reduces their vulnerabilities and victimization, decreases community safety concerns, and reduces emergency and other public health costs.

***Why Permanent Housing:***

Our committee urges a focus on permanent housing. All the transitional programs we interviewed cited a lack of permanent housing options as the biggest obstacle to decreasing homelessness. Reliable, stable, and safe individual residences with supportive case management gives residents respite from trauma, an opportunity to recover social skills, develop supportive networks, and engage in productive activities.

Transitional housing, while seemingly more cost effective than permanent housing, works best for those who have more recently become homeless and have fewer impairments and more intact social skills. Chronically homeless folks with significant impairments can seldom negotiate the requirements of temporary housing programs, and they struggle to cope with changing programs and support staff. Moving people directly from the streets/encampments to a home of their own bypasses these obstacles.

We recognize that for some the tiny homes provided under the current proposal will be stepping stones toward other solutions, such as moving in with family or securing Section 8 apartments. Furthermore, as the availability of housing improves in our area, the need for tiny homes as permanent options may diminish, as may the required level of onsite social services and other support.

***Why Tiny Homes:***

The first line item on Novato's 2023-25 strategic plan states the City will "Explore zoning solutions to **encourage tiny homes** and other affordable housing



options.” This is good strategy, because tiny homes have proven effective solutions in other communities, including Austin, TX, where the Community First! village currently houses nearly 400 formerly homeless residents.

Here in the Bay Area, Goodness Village and other homeless providers have found that vulnerable, long-term homeless people do better in separate rather than shared facilities, as negotiating space with others is challenging. Facilities without shared walls reduce intrusive noise and feel more secure. Units are prefabricated and installation is inexpensive and quick. The cost of each Goodness Village unit was only \$92,857, including water, sewage and electricity infrastructure; costs were further reduced (to \$85,000) after contractors donated their work to install the infrastructure. In less than a year after funding and approvals were secured, Goodness Village was designed, constructed, and began accepting residents.

Our committee toured Goodness Village on April 2, 2023. We observed a clean, safe, supportive community comprised of residents who—prior to settling in tiny homes—were among the most chronically and intractably homeless people in the Livermore/Pleasanton/Dublin area. The community has attracted a great deal of local support and has good relationships with local businesses and residents.



*Goodness Village Dwellings*

Tiny homes have provided safe and durable housing for those who have failed elsewhere. Units can be easily and quickly added as resources and demands increase, so tiny home communities are flexible and adaptable.

While the Novato City government would lead and supervise this effort, we will need to mobilize the community as a whole to succeed. Foundations, local businesses, “fraternal” organizations, Scouting organizations, churches and other community groups can be mobilized to solve our town's problems. Goodness Village of Livermore shows how everyone can get involved and succeed.

We should begin with a relatively small effort of 30 single occupancy, standalone tiny homes, then add more as we demonstrate to the community that our efforts are meeting with success.

Each unit will include plumbing and sewage hook ups, a bathroom with a shower and sink, a kitchenette with electric burners, a small refrigerator, counter space and cupboards. The kitchenette can be part of the second room which will be a bedroom/living space. The approximate size of each unit will be 160 square feet.

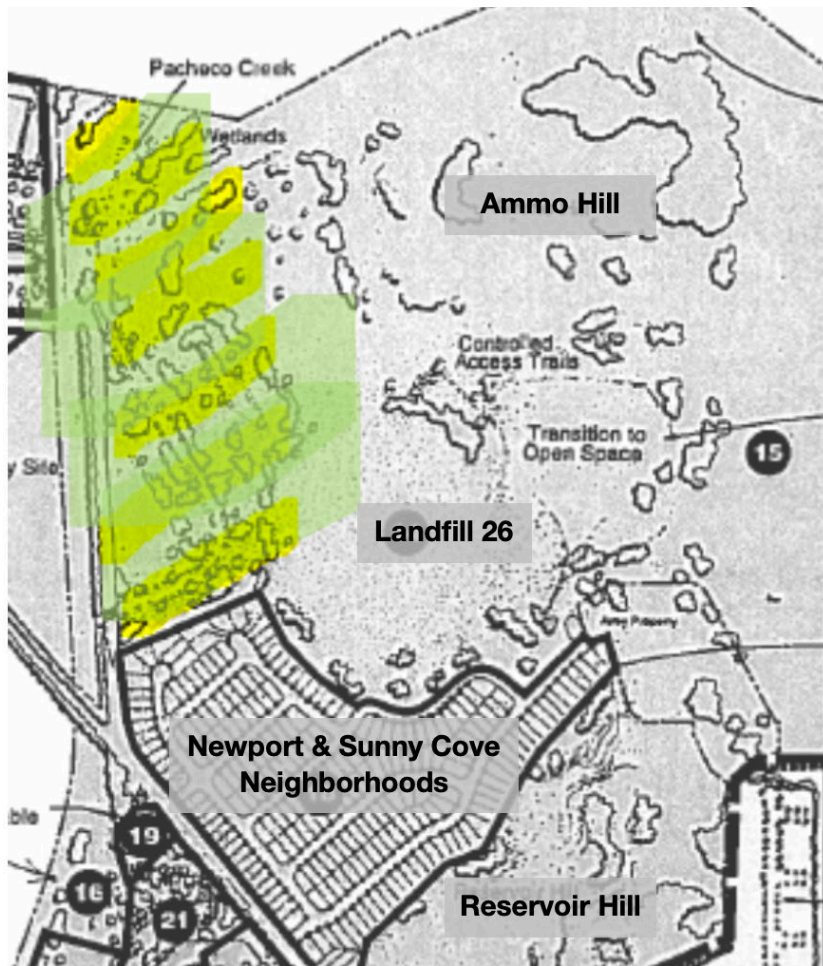
### ***Obstacles & Benefits:***

We recognize the current financial challenges faced by the City of Novato. We anticipate that the bulk of the Tiny Home Village’s funding would come from State and/or Federal sources as well as non-governmental sources. We look to the City primarily for leadership and oversight.

Once plans for the Tiny Home Village are adopted, we believe Novato residents and local organizations will rally to the cause. Thus, in addition to substantially reducing homelessness in Novato, the project will generate community spirit and civic pride.

### **LOCATION**

Our committee recommends the dry uplands in the Hamilton Marsh area as the most promising location for the Tiny Home Village. In the map below, the Hamilton Marsh area is colored green:



Many regions within the Hamilton Marsh area are home to wildlife, and there is a mix of ecologies, including marsh, stream, meadow, and woodland. These sensitive areas are adversely affected by homeless encampments in the area.

Other regions have been disturbed by prior military and other development. In particular, there is a tract of dry uplands that is partially paved and was previously occupied by munitions bunkers. We propose using this dry uplands for the Tiny Home Village.

Advantages of the dry uplands include: 1. Availability of a large tract of flat land with paved slabs that will be useful in village design; 2. Proximity to services such as a supermarket, inexpensive eateries, an outpatient clinic, bus lines, and the SMART station; 3. An existing serviceable road to the site; 4. Reasonable proximity to utility infrastructure; 5. Relative seclusion (about 1000 ft removed from the skate park and nearest homes); 6. Natural, peaceful setting with nearby trails for exercise and stress relief; 7. Visual shielding from nearby homes by a small hill and a raised road.



The part of dry uplands that is partially paved (see image below) is about two acres. It is adjacent to a flat, grassy region, and there is road access from Hamilton Parkway. The number of tiny homes that could be placed on the partially paved acreage depends on design and restrictions, but a realistic estimate is 90 units. As mentioned above, our committee proposes an initial build of 30 units, with expansion later according to need and resources.



The City of Novato took possession of the parcel that includes the Hamilton Marsh area in 1997. Previously owned by the Army, the land was purchased for \$1 under terms outlined by a Memorandum of Agreement (MOA). The terms of the MOA and their implications for the parcel's uses and dispositions were analyzed in a City of Novato Staff Report dated September 27, 2022.

The MOA stipulates that the land is currently restricted to classroom or park use. For the land to be used for purposes that do not satisfy these terms, the City must pay the federal government its fair market value (or possibly \$87,324/acre, if the Army has not provided notice of completion of the landfill cleanup).

If the City were to purchase the land from the federal government under MOA terms and then sell it to housing developers, little or no financial gain would be realized. Furthermore, because of the complex disposition process and other factors, many years would pass before housing units would be completed at the site. Even then, few if any units would be affordable for chronically homeless Novato residents,

who are often disabled or otherwise incapable of full employment, and who must get by on little or no income.

At the same time, converting the land to park use is something the City cannot afford with its current fiscal deficits.

At present, ecologically sensitive areas within the Hamilton Marsh tract are being used for large homeless encampments. Efforts at outreach have housed some former homeless campers, but large, debris-ridden encampments remain, resulting in unsanitary, unsafe, and environmentally destructive conditions. The area depletes City funds through the cost of policing, responding to fires and other disturbances, managing refuse and other hazards, etc. It also is unsightly, conducive to crime, and of grave concern to homeowners in nearby neighborhoods.

Building the Tiny Home Village on the partially paved dry uplands within the Hamilton Marsh parcel would convert this problematic area into a vibrant community with many benefits for the City of Novato. Permanent housing would be available for Novato's chronically unhoused residents, including the 30 people currently estimated to be encamped in the Hamilton Marsh area. During preparation for the Tiny Home Village, the site and surrounding area would necessarily be cleaned and restored to a less hazardous and ecologically healthier condition. Converting the area from a locus of unsafe and unsightly encampments to the site of a well-managed Tiny Home Village would relieve the stress on nearby homeowners. Novato residents would gain civic pride by coming together to create a humane and sustainable solution to local homelessness and the human and ecological harm it causes.

Our committee advises the City to request a review by the federal government to see if the terms of the MOA can be interpreted to allow installation of modular, movable dwellings—procured with grant funding and managed by nonprofits—without requiring the City to purchase the land. Many government officials (including our local congressional representative, Jared Huffman) are likely to support using the site for a Tiny Home Village and could advocate on the City's behalf.

Because the MOA allows for classrooms and thus structures, it seems plausible that modular, movable structures to alleviate homelessness would meet what seems to have been the MOA's intent: to ensure the land is used for public benefit. Tiny homes would be of great public benefit in the current crisis of homelessness. Furthermore, although the units would not be traditional classrooms, they would serve an educational purpose: residents in the Tiny Home Village would be learning skills to manage their finances, address mental and bodily health issues, make reasoned decisions about substance use, live harmoniously in a built community, etc. Learning these skills is of crucial importance for people who've lived unhoused for long periods of time, in order to prevent relapse into

homelessness. It thus seems realistic to anticipate that federal officials may conclude that the MOA terms can accommodate the Tiny Home Village without triggering the land purchase requirement.

Our committee understands that placing tiny homes on land in the Hamilton Marsh area involves many complexities, including negotiations with federal authorities and zoning issues. Despite the challenges, we believe it is worth pursuing because of its vital potential benefits.

If negotiation with the federal government fails, other options to consider include applying for grants to pay the required purchase price, using another Novato-owned parcel, or seeking partnership with churches or other socially responsible landowners.

## **OPERATIONS**

Target population: Adults aged 18 and older, with a year or more of homelessness, whose physical/medical/psychiatric impairments have precluded them from seeking and/or maintaining housing or shelter.

Best practices for the village will include Assertive Case Management (ACT) with outreach to current encampments to engage potential residents. Goals will include reconnecting with families, facilitating access to medical and mental healthcare providers, assisting with applications to government assistance programs, encouraging relationships with church groups and other social supports, plus education and counseling around living skills, emotional regulation, help with budgeting, job searches, and employment training.

Harm reduction: Sobriety will not be a resident requirement; hands-on linkage to AA, detox and other services will be offered. Drug dealing will be grounds for eviction.

Staff will be trained in the basics of Motivational Interviewing and Trauma Informed Care so as to facilitate voluntary referrals to mental health treatment and addiction recovery services.

The facility will be staffed 24/7 by case managers. Outreach to those with lived experience of homelessness for staffing will be critical for our success. Residents will be recruited to participate in the Village Council, which will advise management in the operations of the Village. There will be no security staff, but the Village will maintain a positive and engaged relationship with the Novato police Department.

Goodness Village charges all residents \$300/month, and we anticipate a similar monthly fee. Those with few or no funds can meet the fee requirement by working with staff to maintain the facility.

Village rules will focus on keeping the facility safe, clutter free, and welcoming to all residents. Residents should seldom be evicted for rules violations, and only after repeated interventions by staff and social supports. Eviction will not preclude future return of residents when behavioral regulation improves.

## **PARTNERSHIPS**

Because of the scale of the homelessness crisis, many governmental, non-governmental, and faith-based organizations are committed to housing the homeless. These organizations could provide funding, consultation, design, development, management, and/or social services. We offer here an incomplete list of possible partners and granting agencies, most of which will be familiar to City officials:

- The Department of Housing and Urban Development (HUD): The main federal agency working to address homelessness, which “provides funding for emergency shelters, permanent housing, and transitional housing”.
- The State of California’s Business, Consumer Services, and Housing Agency: An agency that administers grants for Homeless Housing, Assistance, and Prevention.
- Housing Authority of the County of Marin: A public corporation created pursuant to the Health and Safety Code of the State of California, authorized to provide decent, safe and sanitary housing for low income people.
- Marin County HHS Division of Homelessness: the biggest funder of homeless services in the county and a leader in transforming the homeless system of care.
- Marin Community Foundation (MCF): A grantmaking public charity that recently issued an *Affordable Housing/Homelessness Strategic Initiative* that states a commitment to “increase our investments in affordable housing and homelessness.”
- Homeward Bound: A nonprofit with extensive experience planning and developing programs to provide housing. It also manages New Beginnings, a homelessness rehabilitation center near Hamilton Marsh.
- Community Action Marin (CAM): A local aid organization that assists homeless, impoverished, and otherwise disadvantaged individuals and families.

- Other foundations, nonprofits, local businesses, “fraternal” organizations, Scouting organizations, churches, and community groups.
- CalHome Program: <https://www.hcd.ca.gov/grants-and-funding/programs-active/calhome>. ADU/JADU assistance including construction, repair, and reconstruction; and homeownership development project loans including predevelopment and carrying costs during construction related to ADUs and JADUs (HCD CalHome program)
- Local Housing Trust Fund (LHTF) Program: <https://www.hcd.ca.gov/grants-and-funding/programs-active/local-housing-trust-fund>. Matching funds to local and regional housing trust funds. Funds may also be used for the construction, conversion, repair, reconstruction or rehabilitation of ADUs or JADUs (HCD LHTF program)
- SB 2 Planning Grants: <https://www.hcd.ca.gov/grants-and-funding/programs-active/sb-2-planning-grants>. Grants to local governments including eligible partnerships for housing planning and to encourage ADUs and other innovative building types through ordinances, outreach, fee waivers, pre-approved plans, website zoning clearance assistance, and other homeowner tools or finance tools (HCD SB2 program)
- CalHFA’s ADU Grant Program: <https://www.calhfa.ca.gov/adu/index.htm>. The CalHFA ADU Grant Program provides up to \$40,000 in assistance to reimburse homeowners for predevelopment costs necessary to build and occupy an ADU

## **DESIGN**

Tiny homes can be purchased from a number of manufacturers in California. Available in a variety of designs and floor plans, they can be mounted on trailers or concrete blocks. As plans for a Tiny Home Village take shape, the development team will want to compare different manufacturers in terms of available designs, pricing, support, warranties, etc. Here is a small sample:

<https://www.californiatinyhouse.com/>

<https://www.kjetinyhomes.com/>

<https://www.forevertinyhomes.com/in-stock>



<https://sierratinyhouses.com/>

## **CONCLUSION**

The City of Novato has an opportunity to significantly reduce homelessness in our community. With the leadership of the City Council and the resources of project partners, we can create a viable Tiny Home Village and provide permanent housing for Novato's most vulnerable homeless residents.

Permanent, supported housing has been shown to dramatically reduce public health care costs, substance use, and need for emergency services, as well as increase public safety. Most importantly, providing permanent homes is the ethical and responsible thing to do. Tiny home communities for the homeless are succeeding in many localities, and with lessons learned elsewhere they will succeed in Novato.

The Housing and Homelessness Committee pledges its energy, enthusiasm, and expertise to help create a Tiny Home Village for our community.

## OVERVIEW

The Housing and Homeless Committee (Committee) was established by the Novato City Council to be advisory to the Council to provide information to the Council in written reports regarding housing and homeless issues within the city.

## WORK PLAN

### OUTSTANDING (1, 3, 4, 5)

(1) The Committee shall provide information to the City Council regarding housing and homeless issues within the City.

- Get a good handle on who we are serving - provide a space for the community to get regular in-person updates on HHC issues in the community.
- Explore non-traditional (state/local/federal) funding sources for transitional and permanent housing for homeless individuals to provide information to City Council.
- Explore what programs/services in other cities show promise as possible models for Novato - to identify possible options for use in Novato.
- Explore Novato City-owned property sites that could serve as a location for short-medium-long term housing for unhoused individuals with the goal of finding a safe place or all unhoused.
- Explore options and provide recommendation to the City Council for Lee Gerner Park.

(3) The Committee shall attempt to resolve any disputes arising between the City Manager's Representative and the Union Designee through a meet and confer process. If the Committee's meet and confer process is unsuccessful, the matter shall be referred to the City Manager for resolution. The City Manager's decision shall be final and binding on the parties.

(4) The Committee shall assist the City and the Union with reviewing the state of housing and homelessness in the City of Novato and provide the City Council with its findings.

(5) If the City proposes amendments to the designation of "Critical Infrastructure" set forth in 7-11.2 of the Novato Municipal Code, the proposed amendments shall be presented to the Committee which shall prepare and submit a recommendation on the proposed amendments to the City Council. The City Council shall consider the Committee's recommendation before adopting any resolution amending the designation of "Critical Infrastructure."

### ACCOMPLISHED (2)

(2) The Committee shall create a list of criteria to be applied to determine whether a person is qualified to occupy a vacant space in the Temporary Camp ("Eligibility List") and shall present its proposed Eligibility List to the City Council. The final Eligibility List criteria shall be subject to the approval of the City Council.