



*City of Arts & Innovation*

# Housing and Homelessness Committee Memorandum

**TO: HOUSING AND HOMELESSNESS  
COMMITTEE MEMBERS**

**DATE: APRIL 28, 2025**

**FROM: HOUSING AND HUMAN SERVICES**

**WARDS: ALL**

**SUBJECT: SAFE PARKING PILOT PROGRAM**

## **ISSUE:**

Receive a report on a Safe Parking Pilot Program.

## **RECOMMENDATION:**

That the Committee:

1. Receive and file a report on a Safe Parking Pilot Program;
2. Provide concurrence to staff program recommendations; and
3. Request staff to bring forth the Safe Parking Pilot Program to the City Council for approval.

## **BACKGROUND:**

On January 27, 2025, the Housing and Homelessness Committee (Committee) received a report providing an overview of Safe Parking Programs implemented by other cities. Through discussion, the Committee requested staff to return with a program proposal to identify what resources were needed to offer a Safe Parking Pilot Program.

## **DISCUSSION:**

The purpose of the proposed Safe Parking Pilot Program is to provide communities with a safe homelessness intervention for people who are living in their vehicles to stabilize and be connected to resources. The proposed program highlights aspects of Safe Parking Programs implemented in Los Angeles, San Diego, and Santa Barbara with a focus on the application process, background, case management, security, and pet policies.

### ***Program Framework***

The Safe Parking Pilot Program will provide up to 20 parking spaces with a safe overnight parking option to accommodate families with students currently enrolled and attending Riverside Unified

School District or Alvard Unified School District (City of Riverside) elementary, middle and high school campuses. Families will be referred to the program through district Family Coordinators and/or counselors. Program hours of operation are 6 p.m. to 7 a.m. seven days a week.

Ideal program location sites will include a facility that features restrooms, showers, and a pet relief area. Possible program partners include faith-based partners (All Saints), the county of Riverside (Family Shelter), and city park locations that include a pool deck with operational showers and limited pool deck access. A defined Memorandum of Understanding (MOU) would be required in the event a faith-based partner or county property is used as many partners required defined dates of the program prior to commitment.

Use of city locations would require an assessment of facilities to identify maintenance needs and impact on existing programming already offered at the site. Possible city park location sites include Hunt, Shamel, Reid, and Villegas Park. Per RMC 9.08.070 a permit is required to be issued to utilize a park location for camping purposes.

### ***Application Process***

Families will enroll in the program by successfully completing an application which identifies all family members housed in the vehicle, vehicle license and insurance information, and VI-SPDAT (Vulnerability Index – Service Prioritization Decision Assistance Tool) to assist with identifying additional needs. Additional program eligibility requirements include: an operational vehicle, valid Driver's License, limit of up to two animals per vehicle. The program will be limited to standard vehicles only – no recreational or oversized vehicles.

### ***Background Check***

All individuals 18 years of age and above will be required to complete a Department of Justice and FBI inquiry. Individuals convicted of arson and/or sex offenses in alignment with California Penal Code Section 290 will be disqualified. Staff also recommend disqualifying individuals convicted of a felony.

### ***Case Management***

All program participants enrolled in the program will be required to be case managed. Families will have an outreach worker assigned to them to assist in identifying resources available to them including social services and housing programs. The proposed level of care management services presented in the pilot program includes one outreach worker and one housing locator. A competitive procurement of services would be required to meet this program objective.

### ***Site Security***

The ideal program site would be gated and secured overnight. Regardless of site location, site security is recommended to ensure all participating vehicles are registered and program participants are successfully enrolled in the program. The designated program parking lot will be closed or access restricted to the public during program implementation.

### ***Pet Policy***

Program participants are limited to two small pets per vehicle. Pets must remain on leash at all times when outside of the vehicle. Where possible, a pet kennel will be provided. Participants are responsible for mitigating all pet waste and for providing pet supplies/resources including food and water.

The proposed pilot program will operate twelve months with an assessment completed at month six to identify successes, barriers, and proposed changes.

**Proposed Budget**

The proposed budget for the Safe Parking Pilot Program is \$250,000 and may be funded through HHAP Round 5 funding. All funds associated with this funding source must be fully spent by June 30, 2028.

| <b>Activity</b>  | <b>Amount</b>    |
|--|------------------|
| Professional Services - Background Check Processing Fees | \$3,200          |
| Professional Services - Case Management/Housing Locator  | \$70,000         |
| Professional Services - Security Services                | \$100,100        |
| Program Coordination (City staff)                        | \$56,700         |
| Program Supplies   | \$20,000         |
| <b>Total</b>   | <b>\$250,000</b> |

**FISCAL IMPACT:**

The fiscal impact of this action is \$250,000. HHAP Round 5 funding is anticipated to be received by July 2025.

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Attachment: Presentation