



County of Santa Cruz

HUMAN RESOURCES AGENCY

Cecilia Espinola, Administrator

1000 Emeline Avenue, Santa Cruz, CA 95060

(831) 454-4130 or 454-4045 FAX: (831) 454-4642

October 22, 2001

AGENDA: November 6, 2001

BOARD OF SUPERVISORS

county of Santa Cruz

701 Ocean Street

Santa Cruz, CA. 95060

2001-2002 EMERGENCY WINTER SHELTER PROGRAM

Dear Members of the Board:

As you know, the Emergency Winter Shelter Program provides shelter to homeless individuals and families in our community during the cold and rainy months of the year through a collaboration between area churches, the Salvation Army, and the Homeless Services Center (HSC). The Homeless Services Center, formerly known as Citizens' Committee for the Homeless, administers the program at the National Guard armory in North County, while the Salvation Army provides shelter in South County. The purpose of this letter is to update you on the status of state funding and armory availability, to describe the proposed program for the 2001-2002 fiscal year, and to request authorization to execute agreements to implement the program.

Status of State Funding and Armory Availability

As you may recall, last year the State made several changes in the way that emergency winter shelter is funded. In contrast to prior years, when the State allocated funding directly to the National Guard for use of the armory, funds are now included in the Emergency Housing Assistance Program (EHAP) dollars allocated to counties using a formula based on poverty and unemployment rates. For FY 2001-2002, the State has made over \$13 million available to counties; funds may be used for year-round shelter, including emergency winter shelter. Applications for funds are due to the State on November 15, 2001, and awards will be made in January 2002.

BOARD OF SUPERVISORS

Agenda: November 6, 2001

2001-2002 EMERGENCY WINTER SHELTER PROGRAM

This year, the National Guard has increased the armory rental fee from \$325 to \$352 per night, resulting in a total cost of \$53,504 for Santa Cruz County's program. As you are aware, the National Guard is being deployed in a number of areas throughout the United States for assistance with "homeland security." The National Guard has informed HRA that the Santa Cruz Armory is currently available for emergency winter shelter use; however, if the local National Guard becomes fully deployed, the armory could, on a few days' notice, become unavailable for shelter. HRA is working with the City of Santa Cruz to develop alternative options in the event that this situation arises.

Proposed Winter Shelter Program for 2001-2002

The Winter Shelter Program in Santa Cruz County is operated by HSC and the Salvation Army. The program continues to coordinate the efforts of local churches and will operate again this year in sites at local churches, the Watsonville Salvation Army, and the Santa Cruz Armory.

A total budget of \$161,407 for facilities and program costs has been prepared (Attachment 1). Budgeted costs reflect increased armory rental, utilities and transportation costs. The budget provides for 137 shelter nights from November 15, 2001, through March 31, 2002, at the Salvation Army, and for 152 nights from November 15, 2001, through April 15, 2002, at the Santa Cruz Armory.

For administrative ease, local county homeless service providers again collectively agreed that North County's HSC will apply for the EHAP funds. Attachment 2 details the proposed financing for the Winter Shelter Program for FY 2001-2002 and compares this year's recommended funding contributions to those for the previous year. As in prior years, the County's funding commitment will be contingent on commitments from all of the local jurisdictions. The Cities of Santa Cruz, Scotts Valley, and Capitola have already provided funds to the Homeless Services Center for Winter Shelter Program costs; the Watsonville City Council will be considering the request at its November 13 meeting.

The proposed County share of the Emergency Winter Shelter Program cost is \$30,423. This contribution includes \$4,107 for the Homeless Services Center and \$26,316 for the Salvation Army shelter programs. As was done for FY 2000-2001, funds from the County's Housing Fund, administered by the Redevelopment Agency, will be used to support this effort. In addition, the County is directly responsible for reimbursing the National Guard for use of the armory. As in FY 2000-2001, HSC will provide HRA with armory rental funds in the amount of \$53,504 from the FY 2001-2002 EHAP allocation. Thus, HRA requests your Board's approval to accept a total of \$83,927 in unanticipated revenue from the County's Housing Fund and HSC for the Emergency Winter Shelter Program.

BOARD OF SUPERVISORS

Page 3

Agenda: November 6, 2001

2001-2002 EMERGENCY WINTER SHELTER PROGRAM

In order to operate the Emergency Winter Shelter Program for the 2001-2002 fiscal year, it is necessary to execute a license agreement with the National Guard for the use of the Santa Cruz Armory for winter shelter this year, ~~as~~ well ~~as~~ contracts with the ISSP and Salvation Army to operate the shelter facilities. In addition, HRA is preparing a Memorandum of Understanding with HSC specifying that HSC will provide the County with \$53,504 in allocated funds received from the State's Emergency Housing Assistance Program for armory rental costs. The license and contracts contain similar provisions ~~as~~ previous years' agreements and are in the process of final preparation. These agreements include:

- A license agreement with the National Guard for 152 nights of shelter in the Santa Cruz Armory, at a cost not to exceed \$53,504
- A contract with the HSC in an amount not to exceed \$4,107
- A contract with the Salvation Army in an amount not to exceed \$26,316

During the past year, new data have become available—including the 2000 Homeless Census and Needs Assessment and the 2000 U.S. Census—that make it possible to update the formula that has been used to determine the jurisdictions' fair share of cost for the Emergency Winter Shelter Program. Several of the jurisdictions have expressed interest in revisiting the formula in light of these data. HRA recommends working with the County Administrative Office to bring the jurisdictions together to assess appropriate cost sharing for next year's emergency winter shelter program.

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve the attached resolution accepting unanticipated revenue in the amount of \$83,927 to Index 391200 for FY 2001-2002;
2. Authorize the Human Resources Agency Administrator to execute a license agreement with the National Guard for use of the Santa Cruz Armory in an amount not to exceed \$53,504;
3. Authorize the Human Resources Agency Administrator to execute a contract with the Homeless Services Center for the provision of winter shelter facilities for FY 2001-2002 in an amount not to exceed \$4,107;
4. Authorize the Human Resources Agency Administrator to execute a contract with the Salvation Army for the provision of winter shelter facilities for FY 2001-2002 in an amount not to exceed \$26,316; and
5. Authorize the Human Resources Agency Administrator to take any other necessary actions related to the provision of emergency winter shelter in the 2001-2002 fiscal year.

BOARD OF SUPERVISORS

Agenda: November 6, 2001

2001-2002 EMERGENCY WINTER SHELTER PROGRAM

Very truly yours,



CECILIA ESPINOLA
Administrator

Attachments

CE\NK:wntsrshel01.bos

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

CC: Health Services Agency
Redevelopment Agency
Homeless Services Center
Salvation Army
City of ~~Santa~~ Cruz
City of Watsonville
City of Capitola
City of Scotts Valley

Attachment 1
ESTIMATED BUDGET FOR EMERGENCY WINTER SHELTER
FY 2001-02

	2001-02 PROPOSED	COMMENTS
NORTH COUNTY		November 15 – April 15 152 nights
Rent	\$53,504	\$352/night for armory (increase of \$27/night from last year)
Janitorial/Maintenance	8,100	
Transportation costs for Armory Program	22,800	
Other transportation/site management	11,164	
Security/Supervision	34,206	
SUBTOTAL	\$129,774	
SOUTH COUNTY		November 15 – March 31 137 nights
Utilities	\$3,900	
Janitorial	1,500	
Security/Supervision	20,500	
Administration	3,185	
Supplies	2,000	
Vehicles	900.00	
SUBTOTAL	31,985	
TOTAL	\$161,759	
EHAP ALLOCATION	93,354	Funding for the armory is included in the EHAP IX allocation; HSC is applying for these funds.
TOTAL LOCAL COST	\$68,405	

Wshelterbudget01.doc

Attachment 2
EMERGENCY WINTER SHELTER
FY 2000-01 and FY 2001-02

FUNDING SOURCE	2000-01 Actual	2001-02 Request	FY 01-02 North County Request	IV 01-02 South County Request
State EHAP Allocation	\$77,925	\$93,354	\$93,354	\$0
Local Contribution				
City of Santa Cruz	32,062	29,716	29,716	0
City of Scotts Valley	337	337	337	0
City of Capitola	2,172	2,260	2,260	0
City of Watsonville	6,107	5,669	0	5,669
County of Santa Cruz	32,827	30,423	4,107	26,316
Homeless Services Center (FESG Funds)	2,834	----	----	----
Total Local Contribution	76,339	68,405	36,420	31,985
TOTAL	\$154,264	\$161,759	\$129,774	\$31,985

Emergency winter shelter.comp01

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA**

Resolution No. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

Whereas, the County of Santa Cruz is a recipient of funds from EHAP and Redevelopment
Agency for Emergency Winter Shelter program; and

WHEREAS, the County is recipient of funds in the amount of \$ 83,927 which are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c) / 29064(b), such funds may be made available for specific appropriation by four-fifths vote of the Board of Supervisors;

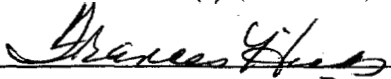
NOW, **THEREFORE**, BE IT **RESOLVED AND ORDERED** that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 83,927 into Department Human Resources Agency

<u>TIC</u>	<u>Index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
001	391200	2367	Contributions from other funds-RDA	30,423 ✓
001	391200	2367	Contributions from other funds-EHAP	53,504 ✓

and that such funds be and are hereby appropriated as follows:

<u>TIC</u>	<u>Index Number</u>	<u>Expenditure Subobject Number</u>	<u>PRJ/UCD</u>	<u>Account Name</u>	<u>Amount</u>
021	391200	4490		FESG-Satellite Shelters	83,927 ✓

'DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) recieved within the current fiscal year.

By 
Department Head

Date 10/23/01

COUNTY ADMINISTRATIVE OFFICER

/_____/ Recommended to Board

/_____/ Not recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Henry A. Oberstman
County Counsel 12/14/97

APPROVED AS TO ACCOUNTING DETAIL:

Robert J. Vieg 10/23/01
Auditor-Controller

Distribution:

Auditor-Controller
County Counsel
County Administrative Officer
Originating Department

AUD60 (REV 12/97)

c:\audit\aud60.wpd

Page 2 of 2