



County of Santa Cruz

HUMAN RESOURCES AGENCY

1000 EMELINE ST., SANTA CRUZ, CA 95060
(831) 454-4130 OR 454-4045 FAX: (831) 454-4642

CECILIA ESPINOLA, ADMINISTRATOR

February 1, 2002

Agenda: February 12, 2002

BOARD OF SUPERVISORS

County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

Report on Community Programs Facilities Work Plan Study

Dear Members of the Board:

As you are aware, on March 27, 2001 your Board adopted a Facility and Infrastructure Work Plan to address long-term needs for community based organizations which receive Community Program funds, and directed the Human Resources Agency (HRA) to engage the services of an independent consultant to conduct a study as provided in the Work Plan. On September 18, 2002 your Board authorized the HRA to enter into a contract to hire MacDougall and Company, a Bay Area consulting firm, to conduct the study. The purpose of this letter is to provide your Board with a status report on the consultant's progress and the anticipated completion of the final study.

During the last four months, the consultant has gathered and reviewed existing data and information on the status of Community Programs space needs. In order to collect current information, a survey was created and sent out to all Community Programs. The survey results, representing information from 53 respondent agencies, has been collected, summarized and will be included in the final report. This information has been analyzed by the consultant to project potential opportunities for agency co-location and securing permanent facilities for housing Community Programs. A draft of the report is being circulated for review to other County departments, including the Real Property Division and the County Administrative Office, to confirm the draft's description of current commercial space market conditions and for consideration of recommended follow-up actions upon final presentation of the study to your Board. This review will be completed and the study finalized within the next month.

IT IS THEREFORE RECOMMENDED that your Board:

1. Accept and file this status report on the progress of the Community Programs Facilities Work Plan Study; and

REPORT ON COMMUNITY PROGRAMS FACILITIES WORK PLAN STUDY**Agenda: February 12, 2002****Page 2 of 2**

2. Direct the Human Resources Agency to return to your Board on or before April 9, 2002 for a final report on the completed Community Programs Facilities Work Plan Study.

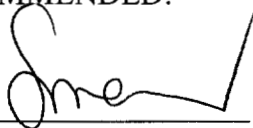
Very truly yours,



CECILIA ESPINOLA
Administrator

CE/GM (n:\hra\board\facilstudltr.wpd)

RECOMMENDED:



Susan A. Mauriello
County Administrative Officer

cc: County Administrative Officer
Health Service Agency
Human Care Alliance
Contractor