

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 1/28/04  
**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** 2/24/04  
**Placement:** Administrative  
**Estimate Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Ronald S. Cortez, Director  
General Services Department

**STAFF CONTACT:** Robert Ooley, County Architect  
General Services Department

**SUBJECT:** Emergency Shelter Refurbishing Project  
Supervisorial District No. 3

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## Recommendations:

That the Board of Supervisors:

- A. Approve the plans and specifications for the Emergency Shelter Refurbishing Project.
- B. Authorize the General Services Department to advertise the project for public bidding.

## Alignment with Board Strategic Plan:

*The recommendations are primarily aligned with Goal No. 2 Ensure the Public Health and Safety and Provide Essential Infrastructure.*

## Executive Summary and Discussion:

On December 9th 2003, your Board approved a Memorandum of Understanding between the Department of Social Services and the Santa Barbara Fire Department for the continued use of the residences located behind Fire Station 11 as the Social Services south county Emergency Shelter. In order to bring the residences up to acceptable health and safety levels, General Services and Social Services have designed a refurbishing project for the two houses. The need for this project has been identified in the County's Five Year Capital Improvement Plan since FY2000/2001.

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This plan calls for minor remodeling to make the kitchen areas more functional and a bathroom remodel to meet ADA requirements. The project is being funded by appropriations in the Social Services budget. Bidding is scheduled to begin in February and construction is planned to begin in April with a completion date anticipated by the end of June.

**Mandates and Service Levels:**

No change in service levels.

**Fiscal and Facilities Impacts:**

This project has been appropriated in the Social Services budget for this fiscal year. Appropriations were budgeted in Fund 055, Budget Unit 044, Line Item 8300, Cost Center Administration, Sub-Division Facilities. There will be no additional general fund funds needed for this project.

This project will satisfy a clearly identified need to bring the Emergency Shelter residences up to acceptable health, safety and living standards for children who must be taken into protective custody.

**Special Instructions:**

Upon approval and execution, the Clerk should distribute as follows:

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|-------------------------|---|
| 1. Copy of Minute Order | - Attn: Robert Ooley, General Svcs., Courthouse,<br>2 <sup>nd</sup> Floor Annex |
| 2. Copy of Minute Order | - Attn: Hilary Yost, Dept of Social Services                                    |
| 3. Copy of Minute Order | - Attn: Kathy Gallagher, Dept of Social Services                                |