



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

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

**Department Name:** Community Services  
**Department No.:** 057  
**For Agenda Of:** May 20, 2014  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Renée Bahl, Interim Community Services Director (805-568-3407)  
Director(s)  
Contact Info: Dinah Lockhart, Deputy Director (805-568-3523)  
**SUBJECT:** Shelter Operations General Fund Service Agreement for the Bridgehouse Shelter,  
Fourth District

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management & Planning

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute a Shelter Operations General Fund Service Agreement with Good Samaritan Shelter to support and maintain existing service levels at the Bridgehouse Shelter for the period of July 1, 2013 through June 30, 2014 in an amount not to exceed \$61,117 (Attachment A);
- b) Determine that the approval and execution of the Shelter Operations General Fund Service Agreement is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the project is a creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption (Attachment B).

**Summary Text:**

With the adoption of the Fiscal Year 2013-2014 budget, the Board of Supervisors approved a General Fund contribution in the amount of \$345,000 to support the operations of three year-round homeless emergency shelters: Bridgehouse Shelter, Casa Esperanza Emergency Shelter, and Santa Maria Emergency Shelter. This contribution, administered by the Community Services Department (CSD), is distributed among the shelters on a pro rata basis according to the number of bed nights provided during

the preceding fiscal year. From the \$345,000 approved by the Board, \$61,117 has been allocated for the Bridgehouse Shelter, \$134,192 for the Casa Esperanza Emergency Shelter, and \$149,691 for the Santa Maria Emergency Shelter.

Good Samaritan Shelter has already received funding from the County for the provision of overnight shelter and services at the Bridgehouse Shelter during Fiscal Year 2013-2014. Specifically, Good Samaritan Shelter was awarded \$24,655 from the Community Development Block Grant program and \$35,941 from the Emergency Solutions Grant program for the Bridgehouse Shelter. The Shelter Operations General Fund Service Agreement will increase the County’s total funding of the Bridgehouse Shelter above \$100,000 for the Fiscal Year 2013-2014. Accordingly, Board action is recommended to execute the Fiscal Year 2013-2014 Shelter Operations General Fund Service Agreement with Good Samaritan Shelter.

Shelter Operations General Fund Grant Agreements with Casa Esperanza Homeless Center for the Casa Esperanza Emergency Shelter and with Good Samaritan Shelter for the Santa Maria Emergency Shelter were approved by the Board for execution on September 17, 2013 and September 3, 2013, respectively.

**Background:**

General Fund contributions for the Bridgehouse Shelter, Casa Esperanza Emergency Shelter, and Santa Maria Emergency Shelter have been allocated on a pro rata basis according to the number of bed nights provided during the preceding fiscal year. The table below shows the proposed Fiscal Year 2013-2014 allocations based upon Fiscal Year 2012-2013 bed night data reported for each shelter.

Shelter	Operator	2012-2013 Bed-Nights	% Shelter Bed-Nights	2013-2014 Allocation
Bridgehouse Shelter	Good Samaritan Shelter	13,927	17.71%	\$61,117
Casa Esperanza Emergency Shelter	Casa Esperanza Homeless Center	30,579	38.90%	\$134,192
Santa Maria Emergency Shelter	Good Samaritan Shelter	34,111	43.39%	\$149,691
<b>Total</b>		<b>78,617</b>	<b>100.00%</b>	<b>\$345,000</b>

The County owns the Bridgehouse Shelter and contracts with Good Samaritan Shelter to operate it. Under the terms and conditions of the Shelter Operations General Fund Service Agreement, Good Samaritan Shelter will make available up to 56 shelter beds per night year-round to homeless persons and will provide at least 13,000 bed nights from July 1, 2013 to June 30, 2014.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

The General Fund contribution to support homeless emergency shelter operations in the amount of \$345,000 was approved by the Board in the CSD Fiscal Year 2013-2014 operating budget. Funding for the Bridgehouse Shelter will be paid prior to the end of the fiscal year.

**Key Contract Risks:**

Good Samaritan Shelter has prior experience operating and managing homeless shelters. The Shelter Operations General Fund Service Agreement is a cost reimbursement contract; the County will only reimburse Good Samaritan Shelter for costs that are eligible under the Agreement and documented in a manner that is acceptable to the County. CSD staff will continually assess the performance of Good

Samaritan Shelter to determine if services are adequately provided. The County will provide payment after demonstration that reimbursable services have been provided.

**Special Instructions:**

Please email an electronic copy of the Minute Order to A.J. Quinoveva at [aquinoveva@co.santa-barbara.ca.us](mailto:aquinoveva@co.santa-barbara.ca.us). Please execute three (3) original copies of the Shelter Operations General Fund Service Agreement and send to A.J. Quinoveva (x1090).

**Attachments:**

Attachment A: Shelter Operations General Fund Service Agreement

Attachment B: CEQA Notice of Exemption

**Authored by:**

A.J. Quinoveva, Housing and Community Development Division (805-560-1090)