



# County of San Mateo

## Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 23-429

Board Meeting Date: 6/13/2023

**Special Notice / Hearing:** None  
**Vote Required:** 4/5ths

**To:** Honorable Board of Supervisors

**From:** Michael P. Callagy, County Executive

**Subject:** Use of District-Discretionary **Measure K** Funds - Supervisorial District 4

### **RECOMMENDATION:**

**Measure K:** Approve an Appropriation Transfer Request (ATR) transferring district-discretionary **Measure K** funds, not to exceed \$100,000, from Non-Departmental Services to the San Mateo County Human Services Agency for a one year contract, including related program expenses, for one full time Homeless Outreach Case Manager dedicated to serving individuals experiencing unsheltered homelessness in East Palo Alto, North Fair Oaks, Belle Haven, and eastern portion of Menlo Park.

### **BACKGROUND:**

**Measure K** is the half-cent general sales tax initially approved by San Mateo County voters in November 2012 and extended in November 2016 for a total of thirty years.

On March 9, 2021, and March 23, 2021, the Board of Supervisors (Board) held study sessions on **Measure K** expenditures and anticipated revenue for fiscal years (FY) 2021-23. The Board-appointed **Measure K** sub-committee, consisting of Supervisor Pine and Supervisor Canepa, convened the study sessions to, among other things, work with staff to facilitate the Board's development of **Measure K** priorities and continuing initiatives for FYs 2021-23. The Board approved \$5 million in one-time loans or grants for the FY 2021-23 budget cycle, divided equally among the five supervisorial districts, for district-discretionary needs and projects. District 4 has submitted a request to use their district-discretionary **Measure K** funds as shown below and described in the Project Summary section of this memorandum:

District/Project	Amount
District 4 (Supervisor Warren Slocum) - San Mateo County Human Services Agency for a one year contract, including related program expenses, for one Homeless Outreach Case Manager dedicated to serving individuals experiencing unsheltered homelessness in East Palo Alto, North Fair Oaks, Belle Haven, and the eastern portion of Menlo Park.	\$100,000

This item is consistent with the criteria for district-discretionary **Measure K** funds approved by the Board in December 2018.

**PROJECT SUMMARY:**

This is a request to authorize a transfer of funds from Non-Departmental Services to the Human Services Agency, in an amount not to exceed \$100,000, to fund a one year contract, including related program expenses, for one Homeless Outreach Case Manager dedicated to serving individuals experiencing unsheltered homelessness in East Palo Alto, North Fair Oaks, Belle Haven, and the eastern portion of Menlo Park. Connection to a Homeless Outreach Case Manager is a crucial component to help people experiencing unsheltered homelessness connect with resources (including shelter and other services), with the ultimate goal of moving into permanent housing. Homeless Outreach Case Managers meet frequently with people who are unsheltered, building trusting relationships and helping unsheltered clients with critical tasks (such as accessing shelter via the Coordinated Entry System process, obtaining identification and other documentation, applying to housing programs, and accessing medical and mental health care services).

This Homeless Outreach Case Manager will be dedicated to serving individuals experiencing unsheltered homelessness in East Palo Alto, North Fair Oaks, Belle Haven, and the eastern portion of Menlo Park. The addition of a Homeless Outreach Case Manager to serve this region would have a large impact as it would result in case management services for an additional 30 unsheltered individuals in the area.

This request for \$100,000 in **Measure K** district-discretionary funds will cover the costs of a one year contract (and related program expenses) for one full time Homeless Outreach Case Manager expenses.

**Total Measure K Request: Not to Exceed \$100,000**

**PERFORMANCE MEASURES:**

Description	Target
Hire one full time Homeless Outreach Case Manager, and pay for related program expenses, for a one year term. Case Manager will serve unsheltered individuals in East Palo Alto, North Fair Oaks, Belle Haven, and the eastern portion of Menlo Park.	Complete

The County Attorney’s Office has reviewed and approved the ATR as to form.

**FISCAL IMPACT:**

There are sufficient **Measure K** funds for this specific FY 2022-23 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2022-23 Adopted Budget. Any future costs will be budgeted on the Human Services Agency’s FY 2023-25 Adopted Budget and are expected to be fully grant-funded.