



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** COUNTY MANAGER

**File #:** 20-182

Board Meeting Date: 4/7/2020

**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

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

**Subject:** Use of District-Discretionary **Measure K** Funds - Supervisorial District 1

**RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$217,000, to LifeMoves for a “Homeless Outreach Team” Case Manager, who would be dedicated to providing response services to the City of San Bruno and the City of South San Francisco Police Departments, as well as intensive outreach services to individuals experiencing homelessness in those communities, and authorizing the Director of the Human Services Agency, or designee, to execute the grant agreement.

**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 February 12, 2019, the Board of Supervisors (Board) held a study session on **Measure K** expenditures and anticipated revenue for fiscal years (FY) 2019-21. The Board-appointed **Measure K** sub-committee, consisting of Supervisor Pine and Supervisor Canepa, convened the study session to, among other things, work with staff to facilitate the Board’s development of **Measure K** priorities and continuing initiatives for FY 2019-21. The Board approved \$3.75 million in one-time loans or grants each fiscal year for FY 2019-21, divided equally among the five supervisorial districts, for district-discretionary needs and projects. District 1 has submitted a request to use its district-discretionary **Measure K** funds as shown below and described in the Project Summary section of this memorandum:

District/Project	Amount
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District 1 (Supervisor Dave Pine) - LifeMoves: “Homeless Outreach Team” Case Manager dedicated to providing response services to the City of San Bruno and the City of South San Francisco Police Departments, and intensive outreach services to individuals experiencing homelessness in those communities	\$217,000
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This item is consistent with the criteria for district-discretionary **Measure K** funds approved by the Board in December 2018.

**PROJECT SUMMARY:**

Since the fall of 2017, the LifeMoves “Homeless Outreach Team” (HOT) has been providing supportive services to eight police departments and communities in northern San Mateo County (Brisbane, Broadmoor, Burlingame, Colma, Hillsborough, Pacifica, San Bruno, and South San Francisco) under a services agreement with the eight cities with funds that originated from the State of California’s Board of State and Community Corrections, with each police department contributing funds to support a dedicated HOT Case Manager who responded to calls from these eight departments, although most calls came from San Bruno and South San Francisco. The current services agreement is scheduled to end on June 30, 2020. Once the funding ends, there will be a significant service gap to unsheltered individuals living in these areas.

This is a request to authorize a grant to LifeMoves, and resulting grant agreement, in an amount not to exceed \$217,000, to provide for a (HOT) Case Manager, who would be dedicated to providing response services to the City of San Bruno and the City of South San Francisco Police Departments, as well as intensive outreach services to individuals experiencing homelessness in those communities. The Human Services Agency will administer and manage the proposed agreement.

District-discretionary **Measure K** funding for this organization has previously been provided as listed below:

**LifeMoves: Measure K Funding Received in Prior Years**

Year/Date of Approval	Amount Funded	Supervisor	Project
<b>FY18-19</b>			
9/4/2018	\$74,115	Warren Slocum	Redwood Family House: Interior drywall and painting, stucco work, and exterior paint
<b>FY17-18</b>			
1/9/2018	\$40,805	Dave Pine	Redwood Family House: Fire suppression upgrade, installation of overhead sprinkler system
1/9/2018	\$35,090	Don Horsley	Redwood Family House: Trenching and piping for fire line installation
<b>FY16-17</b>			

3/28/2017	\$227,850	Warren Slocum	Redwood Family House (RFH) and Haven Family House (HFH) repairs: RFH repairs include commercial water heater, security cameras, sub-floor and floor replacement in 9 bathrooms, balcony repair, roof replacement; HFH repairs include security cameras, lighting for children's play area
4/11/2017	\$90,200	Carole Groom	First Step for Families (City of San Mateo) repairs and improvements: plumbing to expand laundry room, parking lights, exterior paint, flooring repairs in computer room and emergency staircase; and Vendome repairs: flooring repairs in men's and women's bathrooms
<b>FY15-16</b>			
12/15/2015	\$56,925	Warren Slocum	Hoptel (East Palo Alto): new roof; Haven Family House: 5 water heaters and roof repair; Redwood Family House: asphalt repairs.
1/26/2016	\$79,000	Carole Groom	First Step for Families: New laminate flooring and 5 hot water heaters

District-Discretionary **Measure K** Funds will fund one full-time Case Manager, who will be part of the LifeMoves HOT. This person will be dedicated to providing response services to the San Bruno and South San Francisco Police Departments. Services will also include connection of unsheltered individuals to mainstream benefits, health care, shelter, and other available services.

LifeMoves will provide the following services:

- Respond to calls from participating police departments within 24 hours, to increase visibility and services to homeless individuals in the area.
- Provide outreach services, with a dedicated HOT Case Manager, to unsheltered individuals experiencing homelessness in the participating communities.
- Provide intensive case management services to approximately 40 individuals each year.
- Work with San Bruno and South San Francisco police to identify where homeless individuals reside, work to develop trust and rapport with homeless individuals, make referrals to primary and behavioral health care, connect people to housing resources, and provide access to basic needs (such as meals, showers, toiletries, and emergency shelter).
- Lead and participate in Multi-Disciplinary Team meetings to strengthen the collaborative effort to effectively provide services to the unsheltered population in the region.

The project will begin on July 1, 2020 and continue through June 30, 2022. The budget includes staff salary increases of 3% for the second year of funding. Budget costs above this \$217,000 one-time

grant of district-discretionary **Measure K** funds will be funded from private philanthropy.

<b>LifeMoves Budget Proposal</b>		
<b>Funding for dedicated homeless outreach services July 1, 2020 - June 30, 2022</b>		
<i>Direct Labor (DL)</i>		
Position		DL Cost
Case Manager		\$ 114,005
Senior Director		\$ 21,956
Fringe Benefits		\$ 50,306
<b>Total Direct Labor</b>		<b>\$ 186,267</b>
<i>Other Direct Costs</i>		
Direct Cost	Details	Cost
Client Assistance	Assist w/ client needs (clothing, nutrition, toiletries) also includes communication supplies, technology for client tracking and CM notes, etc.	\$ 3,000
Transportation	Client transportation (to medical appts, housing appts, etc.)	\$ 6,000
<b>Total Direct Costs</b>		<b>\$ 9,000</b>
<i>Indirect Costs</i>		
Administrative Cost (IT, HR, insurance etc. at 12%)		\$ 23,432
<b>Total Indirect Costs</b>		<b>\$ 23,432</b>

Total	\$ 218,6 99
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**Total Measure K Request: Not to Exceed \$217,000**

The release of funds will be contingent on the execution of an agreement providing for the County’s confirmation of the expenditure of funds for the purposes stated herein. The County will disburse the funds to the following organization for the purposes described above:

Bruce Ives, CEO  
 LifeMoves  
 181 Constitution Drive  
 Menlo Park, CA 94025  
 Email: bives@lifemoves.org  
 Phone: 650.685.5880, ext. 121

**PERFORMANCE MEASURES:**

Description	Target
Homeless Outreach Team Case Manager dedicated to providing response services to the City of San Bruno and the City of South San Francisco Police Departments, as well as intensive outreach services to individuals experiencing homelessness in those communities	July 1, 2020 through June 20, 2022

County Counsel has reviewed and approved the agreement and resolution as to form.

**FISCAL IMPACT:**

There are sufficient **Measure K** funds for this specific FY 2019-20 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2019-20 Adopted Budget.