

**Agenda Item No. 9**  
**May 7, 2014 Meeting****DATE:** April 25, 2014**TO:** Children and Families Commission of Orange County**FROM:** Christina Altmayer, Executive Director**SUBJECT:** Emergency Shelter Catalytic Update

---

**SUMMARY:**

In February 2012, the Commission approved \$6,250,000 of catalytic funding to support the construction and operation of emergency shelter projects focused on the unique needs of families with children ages 0-5. HomeAid Orange County is the administrative lead for this catalytic investment. HomeAid Orange County conducted a request for applications and has identified six potential emergency shelter projects, three of which are ready for Commission funding allocations. Project term sheets are included as Attachments 1, 2, and 3.

**DISCUSSION:**

Since 2001, the Commission has had a strategic partnership with HomeAid Orange County. This partnership is based on the recognition that homeless children and their families have unique needs and that shelters must be developed to accommodate these needs. The catalytic investment approved by the Commission is focused on developing alternatives to shelter families with young children outside of the armories while reducing ongoing demand for funding through the Family Redirection program. The annual cost for the Family Redirection program has been between a high of \$750,000 and a low of \$350,000 (variance is due to increased need during the economic downturn in Fiscal Years 2009/10 and 2010/11). The catalytic investment targets the development and initial operating support of 80 units of emergency shelter for families with children ages 0-5.

**Project Description**

HomeAid Orange County serves as administrative coordinator and fiscal agent of the catalytic investment and has been engaged in the process of identifying and providing technical assistance to providers looking to expand emergency shelters. HomeAid launched a Request for Applications (RFA) process in July 2013 and received six responses. Projects were reviewed and prioritized based on their ability to provide leveraged funding, timeline for development, and site control.

At the Commission's March 2014 meeting, Scott Larson, Executive Director of HomeAid, presented an overview of the RFA process, a detailed description of each project's strengths, and next steps. Three of the six projects are completing a process of gaining site control and are ready for Commission action. The attached term sheets provide a detailed description of each project including: the funding, Commission security provisions, and conditions that need to be met prior to release of funding.

A brief summary of each project is included below:

- **Pathways of Hope** - proposing a 13 unit project in the City of Anaheim, with a total budget of \$2.6 million and a Commission contribution of \$929,000 which will be used for a portion of the rehabilitation and provide operational support for up to five years. Pathways estimates that it will provide emergency shelter for 36 families with children 0-5 annually.
- **Colette's Children's Home** - proposing an eight unit project in the City of Placentia, with a total budget of \$2.286 million and a Commission contribution of \$580,000 which will support the purchase of the property. Colette's estimates that it will provide emergency shelter for 32 families with children 0-5 annually.
- **Illumination Foundation** - proposing an eight unit project in the City of Stanton, with a total budget of \$1.325 million and a Commission contribution of \$642,500 which will support both the purchase and rehabilitation of the property. Illumination Foundation estimates that the project will provide emergency shelter to 48 families with children 0-5 annually.

These projects represent a combined 29 unit increase to the county's emergency shelter system for families. HomeAid and Commission staff will continue to work with each of these providers to satisfy the conditions of award and to develop a comprehensive business plan that focuses on sustainability and integration with other county homeless service providers, specifically the Family Redirection program.

Commission counsel has reviewed the term sheets to ensure consistency with the Commission's emergency shelter catalytic investment and that the conditions meet the necessary security provisions for service pay back agreements. The agreements will be for a term of 20 years or until the service payback is completed, the programs must operate with the lowest barriers to entry as possible, and the expected outcome is to move the families to permanent housing as fast as possible.

### **Next Steps**

If these three projects are approved by the Commission (Attachments 1, 2 and 3), staff will work with the providers and HomeAid to enter into three-party agreements that include the Commission's standard terms and conditions, a detailed description of HomeAid's roles for project management both during construction and operation, scope of services during operations, performance and outcome reporting requirements, Commission security provisions, and budget and timeline for payments. All providers must meet the conditions as described in the term sheets prior to the release of any Commission funding.

### **STRATEGIC PLAN & FISCAL SUMMARY:**

This item has been reviewed in relation to the Strategic Plan, and is consistent with the Strong Families Goal Area. Funding for emergency shelters is included in the Commission's Round 1 Catalytic Budget under Emergency Shelter Catalytic Investment with HomeAid.

**PRIOR COMMISSION ACTIONS:**

- March 2014- Status Report on Request for Application for Emergency Shelter
- December and September 2013- Status Report on Round 1 and Round 2 Catalytic Projects
- February and May 2013- Update and implementing actions for Round 1 and 2 Catalytic Investments
- October 2012- Received Catalytic Investment Progress Report
- February 2012- Commission approval of Catalytic Investment

**RECOMMENDED ACTIONS:**

1. Adopt resolution (Attachment 4) authorizing the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-HA-01 with Fullerton Interfaith Emergency Service, Inc. dba Pathways of Hope and Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., for a term of 20 years in an amount not to exceed \$929,000.
2. Adopt resolution (Attachment 5) authorizing the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-HA-02 with Colette's Children's Home and Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., for a term of 20 years in an amount not to exceed \$580,000.
3. Adopt resolution (Attachment 6) authorizing the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-HA-03 with Illumination Foundation and Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., for a term of 20 years in an amount not to exceed \$625,000.

**ATTACHMENTS:**

1. Term Sheet for Pathways of Hope
2. Term Sheet for Colette's Children's Home
3. Term Sheet for Illumination Foundation
4. Resolution for Pathways of Hope
5. Resolution for Colette's Children's Home
6. Resolution for Illumination Foundation

**Contact:** Kim Goll

<b>Pathways of Hope CFC Catalytic Investment Emergency Shelter Project Terms and Conditions</b>	
<b>Background</b>	<p>Fullerton Interfaith Emergency Service dba Pathways of Hope (Pathways) submitted a response to the Request For Applications (RFA) issued by HomeAid Orange County (HomeAid) in July 2013. Their application included a proposal of 20 units in Anaheim or Fullerton (specific location was not identified) and \$1million of leveraged funding through State Emergency Shelter funding.</p> <p>In February 2014, Pathways was presented an offer to purchase a property owned by Anaheim Interfaith Shelter (AIS). The building is a 10-unit, multi-family structure on North Pauline St., in Anaheim (Property). AIS has owned the Property since 1988 and provided transitional shelter for homeless families with children until July 2012. Over the last two years, AIS has struggled with significant financial problems and in July 2012, entered into a two-year lease and management agreement with Pathways for continued operations and maintenance of the Property as a transitional housing shelter.</p> <p>Pathways and AIS have entered negotiations on the sale of the Property. The property has an estimated value of \$1,250,000 but because of the existing deed restriction that limits the use of the Property for services to homeless individuals and families and significant rehabilitation needed, AIS is offering the property to Pathways for \$400,000.</p>
<b>Property Description</b>	<p><i>Structure and Location</i></p> <p>The Property is a 2-story, 10-unit (624 sf per unit average), wood frame, multi-family building constructed in the 1960's on a 0.29 acre parcel located within the Anaheim Colony Historic District near Downtown Anaheim. The Property is bounded by medium density, multi-family buildings to the North, West and South. The Property shares an alley with an equipment storage yard to the East. The nearest bus stop is located 0.3 miles to the North. Ralph's Grocery store is approximately 1 mile to the Southwest. Anaheim High School is approximately 1.5 miles to the Southwest. Thomas Edison Elementary School is approximately 1.25 miles to the Northeast.</p> <p><i>Zoning and Uses</i></p> <p>The general land use designation for the property is Residential Medium, and the zoning designation is RM-4 (Multi-Family Residential, up to 36 units/acre). Per the Anaheim Zoning Code, housing homeless families on a temporary basis is allowed by right and does not require a conditional use permit.</p> <p><i>Rehabilitation for Emergency Shelter Use</i></p> <p>Currently there are 44 beds within 9 units for homeless families with an additional unit reserved for an on-site manager. The Property also includes a detached garage structure presently being utilized as storage space, administrative offices, community class room, and laundry room. There is also a small play ground with vegetable garden. The Property has some deferred maintenance items including: replacement of the roof, renovation of the kitchen and living areas of all units, replace aging plumbing and electrical, improve site security and privacy with additional fencing, improve and renovate existing common areas and amenity space.</p>

	<p>Pathways’ strategic plan is to renovate and transition the Property into use as an emergency shelter with the capacity to serve up to 13 homeless families with children. After some preliminary due diligence, HomeAid believes that the structure can be reconfigured, at minimal cost, to allow for 52 beds with the capacity to serve up to 13 homeless families at any given time. Pathways anticipates that 56% of families served will include children between the ages of 0 to 5.</p>
<p><b>Program Overview</b></p>	<p>Pathways will provide:</p> <ul style="list-style-type: none"> <li>• low-threshold short term interim housing to homeless families with children;</li> <li>• goal of the program is to place families into permanent housing within 30 days and not to exceed a 90 day stay;</li> <li>• connect all eligible families to rapid re-housing resources (provides opportunity for the family to lease an apartment immediately with support services offered);</li> <li>• case management provided on-site with linkages to counseling, childcare, medical and dental services; and,</li> <li>• career counseling provided on-site through a partnership with CareerWise as well as access to on-site internet, fax and phone service for job search.</li> </ul>

**Terms of Funding**

<p><b>Financing</b></p>	<p><i>Estimated Project Costs</i></p> <table border="1" data-bbox="467 1035 1360 1339"> <thead> <tr> <th rowspan="2">Costs</th> <th colspan="3">Revenue</th> </tr> <tr> <th></th> <th>Leveraged</th> <th>Commission</th> </tr> </thead> <tbody> <tr> <td>Purchase</td> <td>\$400,000</td> <td>\$400,000</td> <td>\$0</td> </tr> <tr> <td>Rehabilitation</td> <td>\$660,000</td> <td>\$600,000</td> <td>\$60,000</td> </tr> <tr> <td>Operations (5yrs)</td> <td>\$1,499,000</td> <td>\$675,000</td> <td>\$824,000</td> </tr> <tr> <td>Project Management</td> <td>\$45,000*</td> <td>\$0</td> <td>\$45,000*</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$2,604,000</b></td> <td><b>\$1,675,000</b></td> <td><b>\$929,000</b></td> </tr> </tbody> </table> <p>*Project management is not included in per unit cost allocation as it is not paid to the Shelter provider but is part of the administrative oversight provided by HomeAid.</p> <p><i>Leveraged Funding - State Housing Loan</i></p> <p>Pathways has secured \$1,000,000 in financing from the State of California in the form of an Emergency Housing and Assistance Program Capital Development Loan (“EHAPCD Loan”). These funds will be used for the acquisition and renovation of the Property. Terms and conditions of this loan include: (i) deferred loan payments at 3% simple interest; (ii) principal and accrued interest forgiven upon completion of the loan term (10 years); (iii) loan proceeds must go toward the acquisition or development of at least 25 beds for the homeless; (iv) proceeds from the loan cannot fund ongoing operational, maintenance or program costs; (v) the EHAPCD Loan must be senior to all other claims against the property; and, (vi) the loan offer expires October 1, 2014.</p> <p>The Pathways Board of Directors has committed to raising the additional \$675,000 (\$131,000 annually) of leveraged funding needed to support their initial 5 years of operating costs.</p>	Costs	Revenue				Leveraged	Commission	Purchase	\$400,000	\$400,000	\$0	Rehabilitation	\$660,000	\$600,000	\$60,000	Operations (5yrs)	\$1,499,000	\$675,000	\$824,000	Project Management	\$45,000*	\$0	\$45,000*	<b>TOTAL</b>	<b>\$2,604,000</b>	<b>\$1,675,000</b>	<b>\$929,000</b>
Costs	Revenue																											
		Leveraged	Commission																									
Purchase	\$400,000	\$400,000	\$0																									
Rehabilitation	\$660,000	\$600,000	\$60,000																									
Operations (5yrs)	\$1,499,000	\$675,000	\$824,000																									
Project Management	\$45,000*	\$0	\$45,000*																									
<b>TOTAL</b>	<b>\$2,604,000</b>	<b>\$1,675,000</b>	<b>\$929,000</b>																									

	<p><i>City of Anaheim Debt</i>  The City of Anaheim has agreed to the assignment of \$261,000 in existing promissory notes held by the City and secured by the Property. The notes would be assigned from AIS to Pathways as a condition of the sale of the Property. Upon assignment, the City deeds of trust shall be subordinated to the EHAPCD deed of trust. The other terms and conditions of the notes would remain the same and include: (i) deferred loan payments at 10% interest; and (ii) principal and accrued interest forgiven upon completion of the loan term (term is 45 years expiring in 2033).</p> <p><i>Proposed Commission Contribution</i>  HomeAid is proposing an allocation to Pathways of \$929,000 in funding from the Commission’s Catalytic Emergency Shelter investment administered by HomeAid. This is consistent with the per unit cost of \$68,000 established by HomeAid to ensure enough leveraging by the partners and to complete the number of units proposed through the RFA. The Commission funds will be used for three purposes: (1) \$60,000 for rehabilitation, (2) \$824,000 for 5 years of operating support, and (3) \$45,000 in project management for both construction/rehabilitation and grant monitoring until the completion of 5 years of operations or completion of service payback, whichever is sooner.</p>
<p><b>Security and Service Payback</b></p>	<p><i>Standard Commission Security for Catalytic Investments</i>  Commission catalytic investments are typically secured by means of a Letter of Credit, a Deed of Trust in first position on title, or Performance Bond. Security instruments are reduced in value annually as service payback is completed. Pathways anticipates that they will be able to comply with this requirement as described below.</p> <p><i>Security on Rehabilitation Investment</i>  Letter(s) of Credit in the total amount of \$60,000 will be held by the Commission throughout the project construction phase. Once Pathways has received the certificate of occupancy, the Letter(s) of Credit will be reduced annually by the amount of service payback completed the prior year. Pathways estimates 7 units valued at \$550 a month (with a 3% increase assumed annually) will be occupied by an eligible family. At this rate, the service payback of the initial \$60,000 investment will be completed in less than 2 years for the construction related funding.</p> <p><i>Operational Support</i>  The majority of the Commission funding would support the shelter operations over a five year period, with an average annual allocation of \$164,800. These payments will be made in arrears consistent with existing Commission standard terms and conditions. Any alterations to this payment structure may require additional security.</p> <p>During this time, Pathways would be providing monthly reporting that would detail the number of 0-5 eligible families and their demographics, the length of stay, services provided while in the shelter, leveraged funding and resulting outcome of service (for example transitioned to permanent housing). HomeAid and Commission staff will review and analyze their program data annually.</p> <p><i>Project Management</i>  Under the Commission’s Emergency Shelter Catalytic agreement, there is a provision allowing for HomeAid to provide both project management during the</p>

	<p>construction phase as well as ongoing management for the services provided. Included below is a description of the project management proposed for this shelter.</p> <ul style="list-style-type: none"> <li>• Pathways will be required to develop and implement a business plan that will be approved by HomeAid. The business plan must include strategies for sustainability and leveraging, ongoing maintenance of the facility, programmatic strategies and outcomes, and linkages to countywide planning and resources.</li> <li>• HomeAid will ensure construction monitoring, project investment oversight and relationship management with corporate donors, trade contractors, suppliers and builder captain/general contractor.</li> <li>• Ongoing monitoring of data reported on project and the development of corrective actions plans if targets are not being met.</li> </ul>
<p><b>Conditions to be met prior to Payment</b></p>	<p>Pathways and HomeAid agree that prior to the release of Commission funding the following conditions must be met:</p> <ul style="list-style-type: none"> <li>• Formal appraisal of the North Pauline Street property</li> <li>• Close of escrow and transfer of ownership of Property from AIS to Pathways.</li> <li>• Complete transfer of City of Anaheim loan documents from AIS to Pathways and subordination of related Deeds of Trust to EHAPCD.</li> <li>• All Commission security obligations must be met.</li> <li>• Execution of a three-party agreement between HomeAid, Pathways and the Commission setting forth the rights and responsibilities of each party pursuant to the approved terms and conditions for the project.</li> </ul>

<b>Colette's Children's Catalytic Investment Emergency Shelter Project Terms and Conditions</b>	
<b>Background</b>	<p>Colette's Children's Home (Colette's) submitted a response to HomeAid's Request for Applications (RFA) in July 2013. Their request was for a specific location in Placentia that is adjacent to three other buildings owned and operated as transitional shelter programs. HomeAid's approval of Colette's application was contingent on their ability to acquire this specific property.</p> <p>Through direct outreach to the property owners in the community, Colette's has entered into a purchase agreement with the private owner of the adjacent four-plex for \$800,000.</p>
<b>Property Description</b>	<p><i>Structure and Location</i></p> <p>The Property is located in the city of Placentia in the La Jolla area of the city. Colette's currently owns three properties at the end of this small cul-de-sac and has been an active participant in the community since 2007. There is also a playground on one of Colette's sites constructed by Kaboom and secured through the efforts of Colette's. The nearest bus stop is located 0.3 miles to the East, a grocery store is located approximately 1 mile to the West, Valencia High School is 1.3 miles away, Valdez Middle School Academy is .5 miles away and Melrose Elementary School is .3 miles away.</p> <p>The Property was built in 1964 and is 4,213 square feet with four (4) apartment units, each with 2 bedrooms and one and a half (1.5) baths, along with four parking garages. The lot size of the Property is approximately .27 acres.</p> <p><i>Zoning and Uses</i></p> <p>Per the Placentia Zoning Code, housing homeless families on a temporary basis is allowed by right and does not require a conditional use permit.</p> <p><i>Rehabilitation for Emergency Shelter Use</i></p> <p>The Property is identical in construction and age to three existing four-unit buildings owned by Colette's in the same cul-de-sac. After purchasing the three prior buildings, Colette's undertook extensive renovations. The Property has significant deferred maintenance and renovation items including but not limited to: remediation of any potential mold, asbestos and/or lead, replacement of the roof, renovation of the kitchen, living and bathroom areas of all units, replace aging plumbing and electrical, windows, insulation, water heater, mechanical systems, interior and exterior paint and repair, repair of dry rot and termite damage, improve site security and privacy fencing, improve and renovate existing common areas and garage space.</p>
<b>Program</b>	Colette's began providing shelter to homeless women with children and homeless

<b>Overview</b>	<p>single women in May 1999. Since that time, Colette's has housed and provided supportive services to over 3,000 homeless women and children. From 2006 to the present, Colette's has increased the number of properties it owns and operates from 3 shelters to 8 shelters, increasing its bed capacity for women and children by 331%, from 38 beds per night to 186 beds per night. Colette's operates 8 shelters located in the cities of Huntington Beach (3), Fountain Valley (1), Anaheim (1) and Placentia (3).</p> <p>Colette's Emergency Shelter Program is designed to give comprehensive services and shelter to homeless women and homeless mothers with children. The shelter will reduce barriers to access services with the only program requirement being abstinence from drug and alcohol use and negative testing at entry and throughout program participation. Program length of stay is dependent on each household's individual circumstances but is intended to be less than 90 days.</p> <p>The targeted outcome for each participant family will be long-term stable housing. At the point of program entry, an assessment is completed to identify every barrier to housing stability. The identified barriers will be addressed through goal setting and accountability under the care and guidance of Colette's staff. Families that are well-suited for a rapid re-housing approach will be assisted in securing housing as quickly as possible.</p> <p>Chronic homeless, high-risk, and special needs families that require additional time and services within the structure of a housing program may be transitioned into a longer term program. The intended outcome will remain as placement in independent housing or in some permanent Supportive Housing projects, dependent on household need, financial circumstances and support systems in place, and available housing resources.</p>
-----------------	--

### Terms of Funding

<b>Financing</b>	<p><i>Estimated Total Project Costs</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Costs</th> <th></th> <th style="text-align: left;">Revenue</th> <th></th> </tr> <tr> <td></td> <td></td> <td>Leveraged</td> <td>Commission</td> </tr> </thead> <tbody> <tr> <td>Purchase</td> <td style="text-align: right;">\$800,000</td> <td style="text-align: right;">\$256,000</td> <td style="text-align: right;">\$544,000</td> </tr> <tr> <td>Rehabilitation</td> <td style="text-align: right;">\$238,500</td> <td style="text-align: right;">\$238,000</td> <td></td> </tr> <tr> <td>Operations (5yrs)</td> <td style="text-align: right;">\$1,212,000</td> <td style="text-align: right;">\$1,212,000</td> <td></td> </tr> <tr> <td>Program Management</td> <td style="text-align: right;">\$36,000*</td> <td></td> <td style="text-align: right;">\$36,000*</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>\$2,286,500</b></td> <td style="text-align: right;"><b>\$1,706,000</b></td> <td style="text-align: right;"><b>\$580,000</b></td> </tr> </tbody> </table> <p>*Project management is not included in per unit cost allocation as it is not paid to the shelter provider but is part of the administrative oversight provided by HomeAid.</p> <p><i>Leveraged Funding</i> Colette's has secured a private loan to be in a position to execute a quick sale. This loan agreement is for \$800,000, up to five years at 5% interest.</p> <p>The Colette's board of directors has agreed to embark on a capital campaign to raise the \$1.7 million needed to complete the purchase, rehabilitation, and 5 years of</p>	Costs		Revenue				Leveraged	Commission	Purchase	\$800,000	\$256,000	\$544,000	Rehabilitation	\$238,500	\$238,000		Operations (5yrs)	\$1,212,000	\$1,212,000		Program Management	\$36,000*		\$36,000*	<b>TOTAL</b>	<b>\$2,286,500</b>	<b>\$1,706,000</b>	<b>\$580,000</b>
Costs		Revenue																											
		Leveraged	Commission																										
Purchase	\$800,000	\$256,000	\$544,000																										
Rehabilitation	\$238,500	\$238,000																											
Operations (5yrs)	\$1,212,000	\$1,212,000																											
Program Management	\$36,000*		\$36,000*																										
<b>TOTAL</b>	<b>\$2,286,500</b>	<b>\$1,706,000</b>	<b>\$580,000</b>																										

	<p>operating costs. Commission funding will be conditional on Colette’s raising 50% of the remaining budget for purchase, rehabilitation and first year of operating cost (estimated at \$368,200). The Colette’s board of directors is also willing to pledge up to 50% of their current reserves of \$700,000 toward meeting this capital campaign goal.</p> <p>Consistent with HomeAid’s mission, they will seek in-kind contributions and cost reductions for all shelter rehabilitation projects.</p> <p><i>Proposed Commission Contribution</i> HomeAid is proposing an allocation to Colette’s Children’s Home of \$580,000 in funding from the Commission’s Catalytic Emergency Shelter investment. This is consistent with the per unit cost of \$68,000 established by HomeAid to ensure enough leveraging by the partners and to complete the number of units proposed through the RFA. Colette’s will use \$544,000 to pay down the mortgage on the property. An additional \$36,000 is requested for 9 months of project management and 5 years of reporting of outcomes by HomeAid to the Commission.</p>
<p><b>Security and Service Payback</b></p>	<p><i>Standard Commission Security for Catalytic Investments</i> Commission catalytic investments are typically secured by means of a Letter of Credit, a Deed of Trust in first position on title, or Performance Bond. Security instruments are reduced in value annually as service payback is completed. Colette’s anticipates that they will be able to comply with this requirement as described below.</p> <p><i>Security on Commission’s Investment</i> The Commission’s investment will be secured by a first deed of trust on the Property, or another property owned by Colette’s, throughout the construction and service payout phases. Commission will receive a comprehensive appraisal and title report confirming that the value of the Property, or another property owned by Colette’s to be used as security for the project, is greater than the \$544,000 investment by the Commission.</p> <p><i>Service Payback</i> Colette’s will provide monthly reports detailing the number of 0-5 eligible families and their demographics, the length of stay, services provided while in the shelter, leveraged funding and resulting outcome of service (for example transitioned to permanent housing). The agency estimates 8 units valued at \$550 a month (with a 3% increased assumed annually) will be occupied by an eligible family. At this rate, the service payback will be completed in approximately 10 years.</p> <p><i>Project Management</i> Under the Commission’s Emergency Shelter Catalytic agreement, there is a provision allowing for HomeAid to provide both project management during the construction phase as well as ongoing management for the services provided. Included below is a description of the project management proposed for this shelter.</p> <ul style="list-style-type: none"> <li>• Colette’s will be required to develop and implement a business plan that will be approved by HomeAid. The business plan must include strategies for sustainability and leveraging, ongoing maintenance of the facility, programmatic strategies and outcomes, and linkages to countywide planning and resources.</li> </ul>

	<ul style="list-style-type: none"> <li>• HomeAid will ensure construction monitoring, project investment oversight and relationship management with corporate donors, trade contractors, suppliers and builder captain/general contractor.</li> <li>• Ongoing monitoring of data reported on project and the development of corrective actions plans if targets are not being met.</li> </ul>
<p><b>Conditions to be met prior to Payment</b></p>	<p>Colette's and HomeAid agree that prior to the release of Commission funding the following conditions must be met:</p> <ul style="list-style-type: none"> <li>• Close of escrow and transfer of ownership of the Property from the current owner to Colette's Children's Home.</li> <li>• All Commission security obligations must be met.</li> <li>• Property is vacant of existing tenants.</li> <li>• Permit approvals for facility renovation and occupancy received from the City of Placentia.</li> <li>• Colette's Children's Home documenting having raised at least \$368,200 or 50% of the needed capital for refinancing the remaining purchase mortgage, renovation, and first year of operating costs.</li> <li>• Execution of a three-party agreement between HomeAid, Colette's and the Commission setting forth the rights and responsibilities of each party pursuant to the approved terms and conditions for the project.</li> </ul>

<b>Illumination Foundation CFC Catalytic Investment Emergency Shelter Project Terms and Conditions</b>	
<b>Background</b>	<p>Illumination Foundation (IF) submitted a response to the Request For Applications (RFA) issued by HomeAid Orange County (HomeAid) in July 2013. Their application included a proposal for 8 units in the City of Stanton, on a specific property.</p> <p>IF has an established partnership with the City of Stanton to address the issues of homeless individuals and families in the Stanton community. This partnership has resulted in IF opening and operating a Multi-Service Center, using city owned properties for shelter, and additional homeless prevention services.</p> <p>In an effort to further continue their service focus in Stanton, an IF board member purchased a home that was in foreclosure in close proximity to the recently opened Multi-Service Center. The property is currently owned by this board member and is being leased to IF. The board member intends to sell the property to IF as a part of this project. The sale price would be the appraised fair market value of the property. Should the sale price exceed the price at which the board member purchased the property, he will donate the capital gains to IF.</p>
<b>Property Description</b>	<p><i>Structure and Location</i></p> <p>The Property is located in the Benedict Tract neighborhood in the city of Stanton. Originally built in 1952 and moved to this current location in 1970, the property is 6,969 square feet with a 1,875 square foot home with 5 bedrooms and 2 baths. However, two of the bedrooms were unpermitted additions from the early 1970s and are not up to code or usable for housing. The Property is less than one-quarter mile away from the Multi-Service Center operated by IF, as well as other service centers such as the Boys and Girls Club, grocery stores, bus routes and schools.</p> <p><i>Zoning and Uses</i></p> <p>Per the Stanton Zoning Code, housing homeless families on a temporary basis is allowed by right and does not require a conditional use permit.</p> <p><i>Rehabilitation for Emergency Shelter Use</i></p> <p>The Property has significant deferred maintenance and is in need of significant renovations including but not limited to: remediation of any potential mold, asbestos and/or lead, replacement of the roof, renovation and expansion of the kitchen, living and bathroom areas, creation of manager's suite and additional bedrooms, laundry, replace aging plumbing and electrical, windows, insulation, water heater, mechanical systems, interior and exterior paint and repair, repair of dry rot and termite damage, improve site security and privacy fencing, improve and renovate exterior common areas and garage space.</p>

	<p>A pre-development team has been established to study the potential to remodel and expand the home for use as a homeless shelter. Design concept plans have been drawn up that would significantly remodel and expand the home to a 3,644 square foot, 9 bedroom home that includes a manager’s unit. These plans are being reviewed by the City of Stanton for conformance to its zoning and building ordinances. The total estimated renovation budget is \$865,892.</p>
<p><b>Program Overview</b></p>	<p>IF’s proposed Emergency House provides a safe place for families with children 0 to 5 years to receive emergency shelter while they are being assessed and either moved into permanent housing or transitioned into IF’s comprehensive housing program. The Emergency House will fill a critical gap for many of IF’s families who arrive with absolutely no place to stay. Families will be immediately housed and receive critical services at IF’s nearby Multi-Service Center in order to receive a comprehensive plan for stable housing.</p> <p>Emergency House is within walking distance of IF’s Multi-Service Center, which will make the program even more effective for families. IF’s case managers based at the Multi-Service Center will be able to provide immediate support to homeless families by providing:</p> <ul style="list-style-type: none"> <li>• Case Management</li> <li>• Job Readiness Training</li> <li>• Financial Literacy Classes</li> <li>• Life Skills Groups</li> <li>• Connections to Childcare</li> <li>• Connections to Community &amp; Government Resources</li> <li>• Behavioral Health Assessments</li> <li>• Mental Health Counseling</li> <li>• Connection to Healthcare Services</li> </ul> <p>All program services will be provided at the Multi-Service Center which will allow Emergency House to be dedicated for sleeping and dining.</p>

**Terms of Funding**

<p><b>Financing</b></p>	<p><i>Estimated Project Costs</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Costs</th> <th rowspan="2" style="width: 25%;"></th> <th colspan="2" style="width: 50%;">Revenue</th> </tr> <tr> <th style="width: 25%;">Leveraged</th> <th style="width: 25%;">Commission</th> </tr> </thead> <tbody> <tr> <td>Purchase</td> <td style="text-align: right;">\$459,000</td> <td style="text-align: right;">\$459,000</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Rehabilitation</td> <td style="text-align: right;">\$865,892</td> <td style="text-align: right;">\$321,892</td> <td style="text-align: right;">\$544,000</td> </tr> <tr> <td>Operations (5 Years )</td> <td style="text-align: right;">\$332,820</td> <td style="text-align: right;">\$332,820</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Project Management</td> <td style="text-align: right;">\$81,000*</td> <td style="text-align: right;">\$0</td> <td style="text-align: right;">\$81,000*</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>\$1,738,712</b></td> <td style="text-align: right;"><b>\$1,113,712</b></td> <td style="text-align: right;"><b>\$625,000</b></td> </tr> </tbody> </table> <p>*Project management is not included in per unit cost allocation as it is not paid to the shelter provider but is part of the administrative oversight provided by HomeAid.</p>				Costs		Revenue		Leveraged	Commission	Purchase	\$459,000	\$459,000	\$0	Rehabilitation	\$865,892	\$321,892	\$544,000	Operations (5 Years )	\$332,820	\$332,820	\$0	Project Management	\$81,000*	\$0	\$81,000*	<b>TOTAL</b>	<b>\$1,738,712</b>	<b>\$1,113,712</b>	<b>\$625,000</b>
Costs		Revenue																												
		Leveraged	Commission																											
Purchase	\$459,000	\$459,000	\$0																											
Rehabilitation	\$865,892	\$321,892	\$544,000																											
Operations (5 Years )	\$332,820	\$332,820	\$0																											
Project Management	\$81,000*	\$0	\$81,000*																											
<b>TOTAL</b>	<b>\$1,738,712</b>	<b>\$1,113,712</b>	<b>\$625,000</b>																											

	<p><i>Leveraged funding</i>  The IF board of directors understands the need to embark on a capital campaign to raise the funds needed for the purchase of the property and to complete the building renovations and expansion. It is estimated that this total amount will be approximately \$1,113,712 to be completely debt free. To reduce this amount, HomeAid and its partners will seek in-kind contributions and reductions in the costs to renovate and expand the Property.</p> <p><i>Proposed Commission Contribution</i>  HomeAid is proposing an allocation to IF of \$625,000 in funding from the Commission’s Catalytic Emergency Shelter Investment administered by HomeAid. This is consistent with the per unit cost of \$68,000 established by HomeAid to ensure enough leveraging by the partners and to complete the number of units proposed through the RFA. The Commission funds will be used for two potential purposes (1) \$544,000 for the rehabilitation of the Property and (3) \$81,000 for project management and reporting of outcomes by HomeAid to the Commission until completion of the service payback.</p>
<p><b>Security and Service Payback</b></p>	<p><i>Standard Commission Security for Catalytic Investments</i>  Commission catalytic investments are typically secured by means of a Letter of Credit, a Deed of Trust in first position on title, or Performance Bond. Security instruments are reduced in value annually as service payback is completed. IF anticipates that they will be able to comply with this requirement as described below.</p> <p><i>Security on Purchase and Rehabilitation</i>  The Commission’s investment will be secured by a first deed of trust on the property throughout the construction and service payout phases. Commission will receive a comprehensive appraisal of the property establishing the value of the Property to be greater than the \$544,000 investment of the Commission.</p> <p><i>Project Management</i>  Under the Commission’s Emergency Shelter Catalytic agreement, there is a provision allowing for HomeAid to provide both project management during the construction phase as well as ongoing management for the services provided. Included below is a description of the project management proposed for this shelter.</p> <ul style="list-style-type: none"> <li>• IF will be required to develop and implement a business plan that will be approved by HomeAid. The business plan must include strategies for sustainability and leveraging, ongoing maintenance of the facility, programmatic strategies and outcomes, and linkages to countywide planning and resources.</li> <li>• HomeAid will ensure construction monitoring, project investment oversight and relationship management with corporate donors, trade contractors, suppliers and builder captain/general contractor.</li> <li>• Ongoing monitoring of data reported on project and the development of corrective actions plans if targets are not being met.</li> </ul>

	<p>Illumination Foundation will provide services to families with children ages 0-5. Services will include, but are not limited to, the support services described above and shelter, for a maximum of 20 years. Annual payout amount will be determined by the number of units occupied by a Commission eligible family. The agency estimates up to 8 units valued at \$550 a month (with a 3% increased assumed annually) will be occupied by an eligible family. At this rate the service payout will be completed in approximately 10 years for the construction related funding.</p>
<p><b>Conditions to be met prior to Commission Payment</b></p>	<p>IF and HomeAid agree that prior to the release of Commission funding the following conditions must be met;</p> <ul style="list-style-type: none"> <li>• Formal Appraisal of the Property</li> <li>• Close of escrow and transfer of ownership from current owner to IF</li> <li>• Issuance of building permits for facility renovation and permit for use of the Property as proposed from the City of Stanton.</li> <li>• IF raising at least \$455,000 or 50% of the needed capital for the remaining purchase price, renovation, and first year of operating costs.</li> <li>• Execution of a three-party agreement between HomeAid, IF and the Commission setting forth the rights and responsibilities of each party pursuant to the approved terms and conditions for the project.</li> </ul>

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_-14-C&FC**

**May 7, 2014**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR OR DESIGNEE AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE THE FINAL FORM OF AGREEMENT FCI-HA-01 WITH SHELTER PROVIDERS OF ORANGE COUNTY, INC., DBA HOME AID ORANGE COUNTY, INC., AND, FULLERTON INTERFAITH EMERGENCY SERVICE, DBA PATHWAYS OF HOPE FOR EMERGENCY SHELTER SERVICES; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Executive Director and Commission Counsel have prepared a standard Master Agreement for Services (“Master Agreement”) which was approved by the Commission; and

**WHEREAS**, Commission desires to authorize the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Fullerton Interfaith Emergency Service, dba Pathways of Hope, in an amount not to exceed \$929,000 for a period of twenty (20) years as identified in the staff report for the May 7, 2014 Commission meeting to provide emergency shelter services for Orange County’s children 0 – 5, on the terms and conditions as described in Attachment 1 therein; and

**WHEREAS**, Commission has reviewed the staff report for the May 7, 2014 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Fullerton Interfaith Emergency Service, dba Pathways of Hope, for the

term and in the amount and on the conditions as specified in Attachment 1 to the May 7, 2014 staff report for this Agenda Item, and

**NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the Executive Director or designee and Commission Counsel to prepare and negotiate the terms, conditions and final form of Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Fullerton Interfaith Emergency Service, dba Pathways of Hope, in an amount not to exceed \$929,000 for a period of twenty (20) years, to provide emergency shelter services for Orange County's children 0 - 5 consistent with the staff report for this Agenda Item and scope of services referenced therein.

**Section 3** The form of Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Fullerton Interfaith Emergency Service, dba Pathways of Hope, shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director. The approval by the Executive Director of Agreement FCI-HA-01 shall be conclusively evidenced by the execution and delivery of the Agreement by the Commission Chair to the Commission Clerk.

**Section 4** Commission hereby approves Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Fullerton Interfaith Emergency Service, dba Pathways of Hope, to provide emergency shelter services for Orange County's children 0 - 5 as specified in the May 7, 2014 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

**Section 6** A copy of the final Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the Executive Director (or his designee) is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement, (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement, and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on May 7, 2014 to wit:

AYES           Commissioners: \_\_\_\_\_

NOES:           Commissioner(s): \_\_\_\_\_

EXCUSED:      Commissioner(s): \_\_\_\_\_

ABSTAINED:   Commissioner(s) \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA)  
  )  
COUNTY OF ORANGE )

I, \_\_\_\_\_, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
\_\_\_\_\_  
Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-14-C&FC

Agenda Date: May 7, 2014

Item No.



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy of final executed Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Fullerton Interfaith Emergency Service, dba Pathways of Hope)

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_-14-C&FC**

**May 7, 2014**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR OR DESIGNEE AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE THE FINAL FORM OF AGREEMENT FCI-HA-02 WITH SHELTER PROVIDERS OF ORANGE COUNTY, INC., DBA HOMEAID ORANGE COUNTY, INC., AND, COLETTE'S CHILDREN'S HOME FOR EMERGENCY SHELTER SERVICES; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the "Act") implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County ("Commission"); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County's children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Executive Director and Commission Counsel have prepared a standard Master Agreement for Services ("Master Agreement") which was approved by the Commission; and

**WHEREAS**, Commission desires to authorize the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-HA-02 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Colette's Children's Home, in an amount not to exceed \$580,000 for a period of twenty (20) years as identified in the staff report for the May 7, 2014 Commission meeting to provide emergency shelter services for Orange County's children 0 – 5, on the terms and conditions as described in Attachment 2 therein; and

**WHEREAS**, Commission has reviewed the staff report for the May 7, 2014 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission's Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute Agreement FCI-HA-02 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Colette's Children's Home, for the term and in the amount and on the conditions as specified in Attachment 2 to the May 7, 2014 staff report for this Agenda Item, and

**NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the Executive Director or designee and Commission Counsel to prepare and negotiate the terms, conditions and final form of Agreement FCI-HA-02 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Colette's Children's Home, in an amount not to exceed \$580,000 for a period of twenty (20) years, to provide emergency shelter services for Orange County's children 0 - 5 consistent with the staff report for this Agenda Item and scope of services referenced therein.

**Section 3** The form of Agreement FCI-HA-02 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Colette's Children's Home, shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director. The approval by the Executive Director of Agreement FCI-HA-02 shall be conclusively evidenced by the execution and delivery of the Agreement by the Commission Chair to the Commission Clerk.

**Section 4** Commission hereby approves Agreement FCI-HA-02 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Colette's Children's Home, to provide emergency shelter services for Orange County's children 0 - 5 as specified in the May 7, 2014 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

**Section 6** A copy of the final Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the Executive Director (or his designee) is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement, (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement, and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on May 7, 2014 to wit:

AYES           Commissioners: \_\_\_\_\_

NOES:           Commissioner(s): \_\_\_\_\_

EXCUSED:      Commissioner(s): \_\_\_\_\_

ABSTAINED:   Commissioner(s) \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA)  
  )  
COUNTY OF ORANGE )

I, \_\_\_\_\_, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
\_\_\_\_\_  
Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-14-C&FC

Agenda Date: May 7, 2014

Item No.



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy of final executed Agreement FCI-HA-02 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Colette's Children's Home)

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_-14-C&FC**

**May 7, 2014**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR OR DESIGNEE AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE THE FINAL FORM OF AGREEMENT FCI-HA-01 WITH SHELTER PROVIDERS OF ORANGE COUNTY, INC., DBA HOMEAID ORANGE COUNTY, INC., AND, ILLUMINATION FOUNDATION FOR EMERGENCY SHELTER SERVICES; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Executive Director and Commission Counsel have prepared a standard Master Agreement for Services (“Master Agreement”) which was approved by the Commission; and

**WHEREAS**, Commission desires to authorize the Executive Director or designee and Commission Counsel to prepare and negotiate Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Illumination Foundation, in an amount not to exceed \$625,000 for a period of twenty (20) years as identified in the staff report for the May 7, 2014 Commission meeting to provide emergency shelter services for Orange County’s children 0 – 5, on the terms and conditions as described in Attachment 3 therein; and

**WHEREAS**, Commission has reviewed the staff report for the May 7, 2014 Commission meeting relating to the scopes of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**WHEREAS**, Commission desires to authorize the Commission Chair and Commission Clerk to execute Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Illumination Foundation, for the term and in the amount and on the conditions as specified in Attachment 3 to the May 7, 2014 staff report for this Agenda Item, and

**NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission authorizes the Executive Director or designee and Commission Counsel to prepare and negotiate the terms, conditions and final form of Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Illumination Foundation, in an amount not to exceed \$625,000 for a period of twenty (20) years, to provide emergency shelter services for Orange County's children 0 - 5 consistent with the staff report for this Agenda Item and scope of services referenced therein.

**Section 3** The form of Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Illumination Foundation, shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director. The approval by the Executive Director of Agreement FCI-HA-01 shall be conclusively evidenced by the execution and delivery of the Agreement by the Commission Chair to the Commission Clerk.

**Section 4** Commission hereby approves Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Illumination Foundation, to provide emergency shelter services for Orange County's children 0 - 5 as specified in the May 7, 2014 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Agreement on behalf of the Commission.

**Section 6** A copy of the final Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the Executive Director (or his designee) is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement, (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement, and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on May 7, 2014 to wit:

AYES           Commissioners: \_\_\_\_\_

NOES:           Commissioner(s): \_\_\_\_\_

EXCUSED:      Commissioner(s): \_\_\_\_\_

ABSTAINED:   Commissioner(s) \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA)  
                                  )  
COUNTY OF ORANGE )

I, \_\_\_\_\_, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
\_\_\_\_\_  
Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-14-C&FC

Agenda Date: May 7, 2014

Item No.



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy of final executed Agreement FCI-HA-01 with Shelter Providers of Orange County, Inc., dba HomeAid Orange County, Inc., and Illumination Foundation)