



SAN BENITO COUNTY

JAMES A. RYDINGSWORD
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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(831) 637-9293 • FAX (831) 637-0996

October 13, 2016

Stacey Q. Hernandez,
Occupancy/Site Visit Manager
Department of Housing and Community Development
2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833

Dear Ms. Hernandez,

Thank you very much for approving our request to utilize the San Benito County Southside Road Labor Camp for the implementation of Emergency Warming Shelter during the period of December 3, 2016 through March 31, 2016. This program will be operated by the San Benito County Health & Human Services Agency (HHSA), Community Services & Workforce Development (CSWD) to serve unaccompanied homeless individuals. CSWD operates a similar program for homeless families at the San Benito County Migrant Center.

Per your letter dated September 24, San Benito County is in agreement to the following terms:

1. The Management and administrative duties will be performed by the CSWD, a division of HHSA.
2. The program will not rely on HCD FWHG funding and is self-sufficient from other secured funding.
3. HCD will not be responsible for any costs relative to the operation of the designated units, including but not limited to the cost of water, garbage, sewer services, electrical and gas utility fees, and all expenses related to damage caused by tenants. This shall fall under the County HHSA/CSWD. This shall be enforced through the existing agreement.
4. All revenue collected will be deposited in the general operating account and account under other revenue in the annual report.
5. All clients will sign a Temporary Housing Agreement (not a tenant/landlord agreement) which will provide guest status to the individuals utilizing the program.
6. Term – The Emergency Warming Shelter will operate from December 3, 2016 through March 31, 2017. The shelter will provide up to 40 beds for the homeless population. In addition, access will be provided to the kitchen, restrooms and common areas. The remaining 234 beds will remain open for priority to migrant farmworkers. During the

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The County CSWD is an equal opportunity employer/program

**EQUAL HOUSING
OPPORTUNITY**

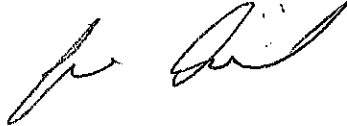
The County CSWD is an equal opportunity employer/program. - The County of San Benito complies with the Americans with Disabilities Act (ADA) by assuring that auxiliary aids for services are available upon request to persons with disabilities. Persons with hearing disabilities can call the TDD/TTY phone (831) 637-3265. Persons requiring any special needs for access to should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

winter months no farmworker will be displaced nor will any of the services provided to farmworkers be disrupted.

7. The County has already obtained and submitted to HCD the certificate of liability insurance providing for personal injury, liability, and property damage coverage. Said coverage shall be in the amount of at least \$1,000,000 per occurrence.
8. Contractor agrees to hold the State harmless and completely non-labile for any injuries or damages which may occur to the occupants by virtue of their residence on the premises

Again, thank you for your support with this year's Emergency Warming Shelter to serve our most vulnerable members of our community. The program will provide shelter, meals, transportation, life skills workshops, security and supportive services.
Please let me know if you have any questions.

Sincerely,



Enrique Arreola
Deputy Director, CSWD

Cc: James A. Rydingsword, Director, HHSA
Mike Lloyd, Occupancy/Site Visit Representative