



## United Outreach of El Dorado County

Board of Directors:  
Rueben Jessop  
Lloyd Ogan  
Raj Rambob

# Grace Place

## Nomadic Sheltering Manual

1<sup>st</sup> Edition

To schedule a presentation to your decision making body (board, council, etc.) please contact Raj at 530-306-3779 or [Raj@RajRealEstate.com](mailto:Raj@RajRealEstate.com). Either Raj Rambob or Lloyd Ogan (maybe both) will attend, make a presentation, answer questions, and do their very best to get your organization involved.

United Outreach of El Dorado County, Inc.  
P.O. Box 1675  
Diamond Springs, CA 95619





## United Outreach of El Dorado County Volunteer Agreement

Grace Place is a sheltering program that welcomes all who need a safe place. Grace Place serves the western slope of El Dorado County, through people dedicated to helping others by giving of themselves as volunteers.

As a volunteer I will:

- A. Realize that each guest I serve is a valuable human being, no different than myself.
- B. Honor guests as I would want to be honored—seeing beyond their struggles to the inherent dignity and value in them.
- C. Love guests unconditionally, enabling them to love themselves.
- D. Show commitment, compassion, and flexibility.
- E. Offer my support on a dependable schedule.
- F. Be sensitive, show respect, and be knowledgeable of the special needs of the homeless.
- G. Be accepting of and open to all worldviews and/or religions. Love is the only doctrine!
- H. Become an advocate for the homeless as best I can.

\_\_\_\_\_  
Volunteer Signature, Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
Organizational & Host Site Affiliation

***“Be the change you want to see in the world.”***  
Gandhi

Thank you for giving of yourself.

United Outreach of El Dorado County, Inc.  
P.O. Box 1675  
Diamond Springs, CA 95619



## United Outreach of El Dorado County

### Facility Checklist and Agreement

Thank you for your interest in becoming a host site for Grace place. Opening your doors to those who have none brings profound blessings upon the friends you host and those hosting. Please look over the following information to determine the readiness of your facility as a host site. If things are in order please fill out the appropriate information and contact Raj or Bonnie at 530-647-0515.

1. Room for up to 40 guests (beds/mats, refreshments, supply tables, recreation tables). Currently 21 (x-long twin) mats are available.
2. Rest room facilities to support guests.
3. Bed linens – fitted sheet, sheet, blanket, pillowcase and pillow (to be laundered and stored by host site).
4. Towels and washcloths.
5. 1<sup>st</sup> aid kit with pain reliever and over the counter cold medications.
6. Tables and chairs for supplies/materials and recreation.
7. Table games, cards, etc.
8. Snacks/refreshments lots of coffee (de-caffe for eve. and regular for AM).
9. Light breakfast with lots of coffee.
10. Sack lunch.
11. Smoking area.
12. Transportation to and from Broadway (Upper Room and possible other stops) to your site.
13. Transportation of shared supplies to and from Sage Hall (Camino SDA).
14. Liability insurance coverage.
15. Orientation for site director and volunteers. Volunteer agreements signed.

16. Monthly night(s) available \_\_\_\_\_

1. Board/Council Approval \_\_\_\_\_

Signature

If you have any questions, big or small, contact Raj or Bonnie at 530-647-0515.

United Outreach of El Dorado County, Inc.  
P.O. Box 1675  
Diamond Springs, CA 95619



# United Outreach of El Dorado County

Page 1 of 2 sched. vol. resp.

## Schedule and Volunteer Responsibilities

### **PEOPLE POWER**

8-member team – Everybody helps everybody.  
Responsibilities/volunteers will overlap.

Directors: Bonnie and Raj

Host Site \_\_\_\_\_ Night(s) \_\_\_\_\_

- **Site Coordinator** \_\_\_\_\_  
*Responsible for oversight and implementation of the needs outlined in the facility checklist and agreement.*
- **Kitchen Manager** \_\_\_\_\_
  - 2 support people \_\_\_\_\_*Responsible for breakfast, sack lunch and kitchen clean up.*
- **Evening Refreshments** \_\_\_\_\_
- **Greeters – 3**  
\_\_\_\_\_
- **Overnighters – 4 (2M, 2F)**  
\_\_\_\_\_  
*Rotating night shift of one hour each.*
- **Clean-Up Coordinator** \_\_\_\_\_  
(hall, restrooms)
- **Laundry** \_\_\_\_\_
- **Driver(s)** \_\_\_\_\_



## United Outreach of El Dorado County

Page 2 of 2 sched. vol. resp.

### **SCHEDULE**

- 5:30 A. Meet guests at Upper Room and other possible locations. (driver plus hosts)  
B. *\*Get everybody's name; use it often throughout the evening.*  
C. Go over the guidelines for keeping everybody safe and happy. Any violations, and you will be asked to leave.
1. If you leave the program, you can't come back.
  2. You can't show disrespect to any person there.
  3. You have to leave all of your personal belongings (including things in pockets) in a marked bag until morning.
  4. You can't be drunk or stoned.
- If the guests agree to abide by the guidelines, welcome them and get on the bus. If not, ask him/her to come next time.
- 6:00 Arrive at Host Site – Check-in bags (greeters/host)
1. Guests put ALL of their personal belongings in a marked bag for safekeeping until morning. Let each guest fill his own bag. We will store the bags in locked storage and return them to the guests on their way out. Don't ask any questions about items in the bags.
  2. *\*Get everybody's name; use it often throughout the evening. Welcome guests in.*
  3. Guests get a bag of toiletries, a towel, a number for the shower/restroom order (if available), and choose a bed. (Men's and women's area if needed)
  4. "Orientation" Show them where the restrooms, refreshments and clothing tables are and ask them to make themselves comfortable.
  5. Showers/restroom time and activities begin. HAVE FUN!
- 8:30 SPECIAL time for those who want it  
(each site may offer a unique activity - story time taken; ex. Movie night, cards, Monopoly etc.).
- 9:00 Lights out (night shift begins)
- 6:30 Lights on
- 7:00 Breakfast/Sack Lunches
- 7:30 Gathering Time (thanks for coming, blessing for the week, invitation for next time)
- 8:00 Guest Departure
- CLEANUP (guests may help with cleanup before they leave if so inclined-play it by ear)



## United Outreach of El Dorado County

### Grace Place Site Coordinator Guidelines and Checklist

Date: \_\_\_\_\_ Location: \_\_\_\_\_

### Pre-Arrangements

- Get keys.
- Secure 8 team members (must go through volunteer orientation, if they haven't signed a volunteer agreement form). One volunteer can be used in several areas.
  - 2 males, 2 females to spend the night
  - Evening refreshment coordinator
  - Breakfast/sack lunch coordinator
  - 4-6 set-up/clean up volunteers
  - 4-6 social time volunteers
  - Laundry person
- Arrange for food pick-up from El Dorado Food Bank, at 11:30 AM
- Arrange to obtain clean laundry from previous site team if applicable.
- Confirm transportation from Mt. Democrat (5:15 PM) and the Upper Room (5:30 PM) – Check with drivers.

Confirm team members by calling each and reminding them of their responsibilities.

### The Evening Responsibilities

\_\_\_ Turn on heaters if cool.

\_\_\_ Arrive at location, by 4:30 to set-up

- Make 15 beds, towels and washcloths on each bed; 4<sup>th</sup> week team needs to make 20 beds
- Set up 5 tables with 6 chairs each; 1 long table if available.
- Set out clothing (on a long table)
- Set out toiletry items in small storage containers
- Place food boxes in kitchen
- Set out water bottles
- Prepare and set out refreshments and coffee (de-caf only for the eve.)
- Set out recreational items (on tables)
- Place smoke bucket in designated smoking area



## United Outreach of El Dorado County

Page 2 of 4 site coord.

\_\_\_\_\_ Volunteers should wear nametags. Write down names of volunteers. Circle overnight volunteers.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_ Team Leader and one volunteer should meet transportation at Mt. Democrat 5:15 PM to go over rules with guests prior to loading the bus. Ride the bus to Upper Room. Go over rules with additional guests.

- 1.) Belongings will be stored overnight.
- 2.) Respect for each other is required.
- 3.) No drinking or drugs during program.
- 4.) Once you leave the premises you can't return.
- 5.) If laundry service is available. Please have clothes ready to wash as soon as possible.

\_\_\_\_\_ Check bags in and label with guest name. Store bags in the storage room. Write down names of guests. Indicate which ones are staying for social time and not spending the night. Offer refreshments, orient new guests. Play games. Offer the facilities as they are available.

\_\_\_\_\_ Clean up refreshments at 8:30 PM. Set up breakfast coffee pots. Assign morning chores. Turn heat down to 65.

\_\_\_\_\_ Lights out at 9:00 PM. Doors are closed, but not locked. Keep the smoking bucket near an exit.



## United Outreach of El Dorado County

### Morning Responsibilities

- \_\_\_\_\_ Lights on at 6:30 AM
- \_\_\_\_\_ Guests help pick up mattresses. Laundry is put into laundry bins. Clean linens are folded and placed in white garbage bags in complete sets.
- \_\_\_\_\_ Check in refrigerator for items from last week. Breakfast and lunch items are set out. Guest make their own lunches and pack them.
- \_\_\_\_\_ Put up the tables and chairs.
- \_\_\_\_\_ Circle Time, with blessings for the week, 8:00 AM. Guests leave with their personal belongings.

Driver(s) name(s): \_\_\_\_\_

- \_\_\_\_\_ Record the names of morning volunteers.

_____	_____
_____	_____
_____	_____

- \_\_\_\_\_ Meet with volunteers to debrief about how things went. Indicate any significant occurrences or needs that guests have.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





# United Outreach of El Dorado County

Page 4 of 4 site coor.

\_\_\_\_\_ Breakfast coordinator indicates food preparation supplies that are running low.  
Note any items used from cupboards.

_____	_____
_____	_____
_____	_____

\_\_\_\_\_ Clean bathrooms. Cleaning supplies are in a white bucket.

\_\_\_\_\_ Clean kitchen. Perishable food should be labeled and stored in the refrigerator.  
Frozen food should be labeled also.

\_\_\_\_\_ Dust mop floor.

\_\_\_\_\_ Wipe down used pillows with Clorox wipes and store.

\_\_\_\_\_ Store toiletry items. Record items that are in low supply.

_____	_____
_____	_____
_____	_____

\_\_\_\_\_ Store food, clothing, recreational items, clean bedding, and other supplies in  
marked containers.

\_\_\_\_\_ Peruse the grounds for cigarette butts and any other trash.

\_\_\_\_\_ Get laundry to laundry person. Return keys and turn in report to Site coordinator  
and Raj.

THANK YOU!



## United Outreach of El Dorado County Perpetual Needs

### Travel Size Toiletries

Shampoo	Conditioner	Sunglasses
Soap	Lotion	
Razors (men's and women's)	Shaving cream	
Chapstick	Handi-wipes	
Band-Aids	Combs	

### Clothing

Blue jeans, coats, T-shirts, sweatshirts, heavy duty work shirts, tennis shoes, work boots and the like  
Big need – unused socks and underwear for men and women

### Food Service

Paper plates, bowls, napkins  
Lunch sacks, zip-loc bags (all sizes)  
Plastic forks, spoons, and knives  
Bottled water  
Home-baked goods for Friday night and Saturday morning

### Monetary

Sponsorships for phone voicemail service (\$10 per month per client)  
Sponsorships for Drug/Alcohol treatment for those desiring help for their addiction  
Transitional Housing Assistance  
Jobs  
Transportation Assistance

### Facility

Host sites for Sat. – Thurs. nights. See website for facility specifications  
Portable Showers

### Volunteers

Team Members to staff a night a month  
Bus drivers, doctors, dentists, hairdressers, social workers, lawyers, counselors, anyone with expertise offered pro bono

If you see yourself able to help with a need listed above – bless you! Please contact Raj or Bonnie Rambob, 530-647-0515, email: [raj@RajRealEstate.com](mailto:raj@RajRealEstate.com)  
web: [www.UnitedOutreachEDC.org](http://www.UnitedOutreachEDC.org).

**“Serving humanity is serving God”–Hindu proverb  
“When you have cared for the least among you, you have cared for me.”–Jesus**

United Outreach of El Dorado County, Inc.  
P.O. Box 1675  
Diamond Springs, CA 95619

**El Dorado County Human Services Department  
CDBG General Allocation Application  
2008-2009**

Attachments:

- A. Resolution
- B. Statement of Assurances
- C. OMB Circular A-133
- D. Intent to Lease
- E. Public Notice
- F. Letters of Commitment
  - a. United Outreach
  - b. EDUHDS (to follow)
  - c. EID (to follow)
  - d. Food Bank (to follow)
  - e. Launderland
  - f. Job One
- G. CDBG Income Reuse Plan
- H. CDBG Committee Guidelines - RLF
- I. United Outreach Budget Projection
- J. Environmental Management Letter
- K. Home Base Homeless Survey Results
- L. Documentation of Need/Problem or Letter of Support
  - a. El Dorado County Sheriff's Department
  - b. Placerville Police Department (to follow)
  - c. Mental Health Department
  - d. Social Services Department
  - e. H.E.L.P.
  - f. Newspaper articles
    - i. Mountain Democrat
    - ii. Tahoe Tribune
    - iii. Sacramento Bee
- M. United Outreach – Grace Place Annual Data
- N. Section 504 Self Evaluation
- O. Building Permit Fees
- P. Site Permit Fees
- Q. TIM Fees
- R. Environmental Management Fees
- S. Van purchase estimate
- T. Pollock Pines Site Plan
- U. Grace Place Shelter Plan
- V. Modular Set Up Cost Summary
- W. United Outreach By Laws
- X. United Outreach 501 (c) (3)
- Y. Staff Resumes
- Z. Grace Place Nomadic Sheltering Manual

**APPENDIX D: OMB CIRCULAR A-133**

**COMPLIANCE WITH OMB CIRCULAR A-133**

Office of Management and Budget (OMB) Circular A-133 is used pursuant to the Single Audit Act of 1984, P.L. 98-502, and the Single Audit Act Amendments of 1996, P.L. 104-156. It sets forth the standards for obtaining consistency and uniformity among Federal agencies for the audit of states, local governments, and non-profit organizations expending Federal awards. Cities and counties not exempted from the requirements of OMB Circular A-133 must submit their audits to the State Controller. Non-profit organizations not exempted must submit their audits to the California Department of Housing and Community Development.

Pursuant to the requirements of OMB Circular A-133, please check the appropriate statement and certify at the bottom of the page:

  X   The County of El Dorado (name of entity) has expended more than \$500,000 in Federal funds in fiscal year 2006/2007 and is required to conduct a single audit or program specific audit for this year in accordance with the provisions of OMB Circular A-133.

       The audit has been completed and has been submitted to the appropriate control agency. (Proof of submittal must be submitted with this form and the application. Failure to do so will result in the denial of CDBG funds.)

       The audit has not been completed. It is anticipated that the audit will be completed and submitted to the appropriate control agency by: \_\_\_\_\_(date) (Proof of submittal must be submitted to CDBG in order to be eligible for funding consideration.)

       The \_\_\_\_\_ (name of entity) has expended less than \$500,000 in federal funds in fiscal year 2006/2007 and is exempt from the requirements of OMB Circular A-133. Non-Federal entities that expend less than \$500,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and the General Accounting Office. (Submit proof of this statement with this form and the CDBG application. Failure to do so will result in denial of CDBG funds.)

I certify on behalf of El Dorado Co. Dept. of Human Services, (name of entity) that the above is a true and accurate statement.

Doug Nowka  
(Printed/Typed Name)

\_\_\_\_\_  
(Signature)

Human Services Director  
(Title)

\_\_\_\_\_  
(Date signed)

## Letter of Intent & Lease Agreement

This letter of intent is made this 29th day of February, 2008 by and between United Outreach (Lessee) and John Conforti, Jim Wunschel & Tom Van Noord, (Owners) of the building which houses the Pollock Pines Community & Wellness Center (PPCWC) aka PollyCorp, (Lessor) who holds the Master Lease on the property contained herein.

Whereas, PollyCorp is the Master Lessor of the PPCWC facility located at 6290 Pony Express Trail, Pollock Pines, CA; inclusive of the APN numbers: 101-291-03, 04, 05, 06 per El Dorado County Recorder's office.

Whereas, PPCWC desires to lease space to United Outreach and United Outreach desires to lease that space;

Whereas, United Outreach has determined that it can not economically operate within the site at PPCWC without financial support and intends to solicit and receive such financial support prior to committing to the lease of space by PPCWC; and

Whereas, United Outreach expects to present this Letter of Intent/Lease Agreement to such entities that it solicits such funds from as evidence of the intent of the parties hereto to enter into a long-term lease of space upon the terms presented below.

Now therefore, in consideration of the promises and covenants contained herein, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Agreement to lease space – PollyCorp agrees to lease and United Outreach agrees to lease approximately 3000 square feet for the purposes of serving the homeless population, transitional and affordable housing needs of the community at the PPCWC campus.
2. Lease – As Master Lessor of the PPCWC campus, PollyCorp agrees to enter into a lease of such space to United Outreach for a period of no less than five years (with options to renew for up to an additional ten years) at a fair market rate, not to exceed \$.90 per square foot (the "Lease"). The amount of the lease shall be the sum of <sup>60</sup> \$0.90 per sq foot plus the per square foot cost of the planned tenant improvement (assumed to be less than an additional \$0.60, based on current <sup>30</sup> estimates if done by developer and within the PPCWC existing school building). The costs for tenant improvements if United Outreach decides to install separate facilities outside of the PPCWC building, but within the campus are undetermined at this time.
3. Due Diligence – The Parties agree to provide such financial, operating and personnel information as may be reasonably required by either Party in connection with Lease.
4. Documentation – The Parties agree that the Lease requires carefully constructed documentation and mutual agreement. Accordingly, the Parties agree to negotiate in good faith the precise terms and conditions of the Lease; provided however that the general economic terms of the transactions shall be as set forth herein.

5. Conditions Precedent – The Parties agree that the Lease shall be not be finalized and consummated until such time as United Outreach receives continuing operating funds in an amount sufficient for it to properly operate at the PPCWC campus. Further, the Parties agree that the Lease shall not be finalized and consummated until both Parties have completed their Due Diligence and the transactions have been mutually and satisfactorily documented, as set forth in Sections 3 and 4, above.
6. Termination – This Letter of Intent may be terminated upon ten days written notice by either Party if United Outreach notifies PPCWC that United Outreach will not be awarded the proposed grant. If United Outreach does obtain award of the proposed grant, then the Parties will negotiate the final documentation and sundry terms in good faith. If the Parties are unable to agree, then either Party may terminate this LOI/LA upon ten days written notice.

In Witness thereof and with the intention to be legally bound hereby the Parties hereto have caused their duly authorized officers to execute this Letter of Intent/Lease Agreement.

\_\_\_\_\_  
Tom Van Noord (Owner)

\_\_\_\_\_  
John Conforti (Owner)

\_\_\_\_\_  
James Wunschel (Owner)

\_\_\_\_\_  
Executive Officer, PollyCorp (Master Lessor)

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Authorized Signature for United Outreach

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

# Mountain Democrat

PROOF OF PUBLICATION  
(2015.5 C.C.P.)

## Proof of Publication of NOTICE OF PUBLIC HEARING

STATE OF CALIFORNIA  
County of El Dorado

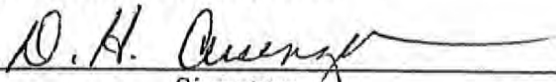
I am a citizen of the United States and a resident of the County aforesaid; I'm over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am principal clerk of the printer at the Mountain Democrat, 1360 Broadway, a newspaper of general circulation, printed and published Monday, Wednesday, Thursday & Friday, in the City of Placerville, County of El Dorado, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court to the County of El Dorado, State of California, under the date of March 7, 1952, Case Number 7258; that the notice, of which the annexed is a printed copy (set in type no smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

02/11

All in the year 2008

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Placerville, California, this  
day of **FEBRUARY 17, 2008**

  
Signature

**NOTICE OF PUBLIC HEARING**  
NOTICE IS HEREBY GIVEN that the El Dorado County Department of Human Services will conduct a public hearing on Thursday, February 21, 2008, at 10:00 a.m. at 550 Main Street-Suite C, Placerville CA, 95667, to discuss the Fiscal Year 2008-09 Community Development Block Grant (CDBG) Program for the General allocation and to solicit citizen input.  
Maximum award limits for each CDBG allocation are specified in the Notice of Funding Availability (NOFA).  
The dollar amount of General, Colonias, and Native American allocation funds available varies each year, and a grant from these allocations does not count toward any yearly caps under the Economic Development and Planning and Technical Assistance allocations of the CDBG Program.  
The major activity categories are Housing-New Construction, Housing-Acquisition, Housing-Rehabilitation, Public Facilities, Public Services, Public Improvements, and Planning (for Colonias only). Activities: Projects funded with CDBG General, Native American, and/or Colonias Allocations must meet the National Objective of Benefit to Targeted Income Group (TIG) persons. The Economic Development Allocation can meet any of the three National Objectives, Benefit to Targeted Income Group (TIG) persons, elimination of slums and light, and meeting urgent community development needs.  
The Department of Human Services on behalf of the County of El Dorado anticipates applying for the maximum grant amounts as stated in each Notice of Funding Availability (NOFA) for the General, Colonias, Native American and Economic Development Components as well as the maximum grant amounts for the General and Economic Development Planning and Technical Assistance Components.  
The purpose of the public hearing will be to provide citizens an opportunity to comment/recommend activities for preparation of a CDBG application. If you are unable to attend the public hearing, you may direct written comments to the County of El Dorado, Human Services Department-Housing Programs, 550 Main Street, Suite C, Placerville, CA 95667, Attn: Joyce Aldrich or you may telephone 530-642-7276. In addition, a public information file is available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays.  
If you plan on attending the public hearing and need a special accommodation because of a sensory or mobility impairment/disability, or have a need for an interpreter, please contact 530-642-4855 to arrange for those accommodations to be made.  
The County of El Dorado promotes fair housing and makes all programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.  
02/11 02521199

## NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the County of El Dorado will conduct a public hearing by the County Board of Supervisors at 9:00 a.m. on Tuesday, April 1, 2008, at the Board of Supervisors meeting room, 330 Fair Lane, Placerville, CA, to discuss the Fiscal Year 2008-09 Community Development Block Grant (CDBG) General Allocation Application and to solicit citizen input.

The Human Services Department on behalf of the County of El Dorado is applying for grant amount of \$1,496,000 under the General Allocation for: Establishment of a permanent year round emergency shelter location and provide funds for start up costs and operational costs relative to the shelter.

The purpose of the public hearing will be to provide citizens an opportunity to comment on the proposed activities. If you are unable to attend the public hearing, you may direct written comments to the County of El Dorado, Human Services Department, 550 Main Street, Suite C, Placerville, CA 95667, or you may telephone Ms. Joyce Aldrich at 530-642-7150 with questions or comments. In addition, a CDBG public information file is available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays to find out more information about the CDBG program.

The County Board of Supervisors meeting room is equipped with an audio induction loop assistive listening system. If you plan on attending the public hearing and need a special accommodation because of a sensory or mobility impairment/disability, or have a need for an interpreter please contact Cynthia Freeland at 642-7307 to arrange for those accommodations to be made.

The County promotes fair housing and makes all programs available to low and moderate income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, familiar status (children), or handicap.





## United Outreach of El Dorado County

Board of Directors:  
Art Edwards  
Craig Klatt  
Reuben Jessop  
Linda Gates

March 11, 2008

Joyce Aldrich  
Program Manager Housing Programs  
Human Services Department  
550 Main St, Suite C  
Placerville, CA 95667

Dear Ms Aldrich:

Should El Dorado County Human Services Department receive a Community Development Block Grant (CDBG) award on our behalf, United Outreach agrees to commit staff and resources to the operation of a year round emergency homeless shelter facility for a minimum period of five years. This facility will provide shelter, meals, showers and case management services to homeless families and individuals, without regard to religious affiliation.

United Outreach agrees to be responsible for the overall administration, operation and the coordination of staff and volunteers for the emergency shelter program. This includes all operational expenses and maintenance associated with the facility as outlined in the attached Five-Year Budget Projection worksheet.

Our mission is to respond to the needs of El Dorado County's homeless population by uniting resources for a comprehensive program for the homeless. Thank you for providing us with this opportunity.

Sincerely,

Art Edwards,  
President, United Outreach

United Outreach of El Dorado County, Inc.  
P.O. Box 1675  
Diamond Springs, CA 95619





# Launderland

175 U Placerville Drive, Placerville California 95667  
(530) 621-0730

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March 10, 2008

To Whom It May Concern:

Launderland has provided drop off laundry service to United Outreach for the homeless shelter's linens, November 2007 through March 6, 2008 with total sales to date of \$3,673.

Launderland will pledge to continue to support United Outreach with a service donation of up to \$4000.00 each year for the next 1 year(s).

Sincerely,

Owner

EIN# 68-0349427

TRINA VEATER



# JOB ONE

OneStop Employment & Business Resource Center

---

March 11, 2008

El Dorado County Department of Human Services  
Attn: Joyce Aldrich  
550 Main Street Suite C  
Placerville, CA 95663

Dear Joyce,

JOB ONE is a non-profit organization whose mission is to actively facilitate a partnership of public agencies, private enterprise, and the community at large, and focus on strengthening the economic vitality of El Dorado County by providing comprehensive, integrated resources and services for employers and workforce.

JOB ONE would like to develop a strong relationship with the consortia of organizations that are planning to implement the community campus in Pollock Pines. The community services, such as the United Outreach Shelter and the Community Health Care Center are valuable in not only meeting the basic needs of food, shelter and medical care, but are also important in building the self-esteem necessary to overcome the challenges in these individuals lives.

In support of the Community Center grant application JOB ONE would like to provide career focused services to participants. Examples of these services could be classes on how to write a resume, how to interview for a job, master job application preparation, an overview of the El Dorado economy as to the types of businesses located in the county, and career choice instruments. Since Pollock Pines does not currently have this type of service, we can create what would be beneficial to the community.

I commit that JOB ONE will provide these services for 4 days per month, or 1 day per week. The value of these services would be \$20,000.00

We strongly support the goals of United Outreach and the Community Center and will provide any of our resources in support of its success.

Sincerely,

A handwritten signature in black ink that reads "Gail Saylor". The signature is fluid and cursive.

Gail Saylor  
Chief Executive Officer  
JOB ONE

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FINANCIAL ASSISTANCE****Community Development Block Grant Section (CDBG)**

1800 Third Street, Suite 330  
P.O. Box 952054  
Sacramento, CA 94252-2054  
Phone: (916) 552-9398  
FAX: (916) 327-8823



February 27, 2008

Ms. Joyce Aldrich  
HCED Manager  
550 Main Street, Ste C  
Placerville, California 95667

RE: Program Income Reuse Plan Approval

Dear Ms. Aldrich:

We are in receipt of your jurisdiction's draft Program income Reuse Plan, dated February 19, 2008. We have reviewed the plan, and find it to be acceptable. You may now have the Plan adopted by your jurisdiction's governing body, preceded by a properly noticed public hearing. The new Plan may be implemented following adoption. Please keep a copy of the enclosed Plan, the adopted Plan and this letter for your records.

Thank you for your attention to this matter. If you have any questions, please call either of us at our phone number listed below.

Sincerely,

Harry Faris  
CDBG General Allocation Representative  
(916) 319-8444

Dave Nelson  
CDBG Economic Development Representative  
(916) 319-8479

Enclosure

cc: Living File

RECEIVED

FEB 28 2008

EDU. & COMM. DEPT.  
HOUSING AND COMMUNITY DEVELOPMENT

# **PROGRAM INCOME REUSE PLAN AMENDMENT 3**

## **Amended January 8, 2008**

### **County of El Dorado**

#### **A Reuse Plan Governing Program Income from CDBG-Assisted Activities**

The purpose of this Reuse Plan is to establish guidelines on the policies and procedures for the administration and utilization of program income received as a result of activities funded under the State Community Development Block Grant Program.

**Need for Plan Governing Reuse of Program Income.** This Reuse Plan is intended to satisfy the requirement specified in Federal Statute and regulation at Section 104(j) of the Housing and Community Development Act ("the Act"), as amended in 1992 and 4 CFR 570.489 (e) (3). These statutory and regulatory sections permit a unit of local government to retain program income for CDBG-eligible community development activities. Under federal guidelines adopted by the State of California's CDBG program, local governments are permitted to retain program income so long as the local government has received advance approval from the state of a local plan that will govern the expenditure of the program income. This plan has been developed to meet that requirement.

**Program Income Defined.** Program Income is defined in federal regulations at 24 CFR 570.489 (e), which specifies that program income is the gross income received by the jurisdiction that has been directly generated from the use of CDBG funds. (For those program income-generating activities that are only partially funded with CDBG funds, such income is prorated to reflect the actual percentage of CDBG participation). Examples of program income include: payments of principal and interest on housing rehabilitation or business loans made using CDBG funds; interest earned on program income pending its disposition, and interest earned on funds that have been placed in a revolving loan fund account; net proceeds from the disposition by sale or long term lease of real property purchased or improved with CDBG funds; income (net of costs that are incidental to the generation of the income) from the use or rental of real property that has been acquired, constructed or improved with CDBG funds and that is owned (in whole or in part) by the participating jurisdiction or sub recipient.

If the total amount of income generated from the use of CDBG funds (and retained by the County) during a single program year (July 1 through June 30) is less than \$25,000, then these funds shall not be deemed to be program income and shall not be subject to these policies and procedures. Costs incurred that are incidental to the generation of Program Income may be deducted from the gross income to determine the Program Income amount. \*However, Quarterly and Annual Program Income Reports must be submitted regardless of whether the \$25,000 threshold is reached or not. Costs incurred that are incidental to the generation of Program Income may be deducted from the gross program revenue to determine the net Program Income amount.

\*General Administration (GA) Cost Limitation. Up to eighteen percent (18%) of the total program income expended on all activities during a single program year may be used for CDBG general administration expenses.

**Reuses of Program Income.** Program income must be: a) disbursed for an activity funded under an open grant prior to drawing down additional Federal funds; b) forwarded to the State of California, Department of Housing and Community Development (Department); or c) distributed according to this Program Income Reuse Plan that has been approved by Department. The County's program income will be used to fund *eligible* CDBG activities that meet a *national objective*. Eligible activities and national objective requirements are specified in federal statute at Section 105(a) and in federal regulations at 24 CFR 570.482 and 24 CFR 570.483. The Reuse Plan shall specify all proposed uses of these funds and the Plan shall be adopted by the local governing body after compliance with the locality's citizen participation process as specified in Federal Regulations at 24 CFR 570.486, Local Government Requirements.

The Reuse Plan shall specify all proposed uses of RLF funds and the local governing body shall adopt this plan after compliance with the County's citizen participation process as specified in the County's Citizen Participation Plan.

The County reserves the option of utilizing program income to fund/augment a CDBG funded activity included in a grant agreement. The County will first follow the citizen participation process, hold a public hearing, obtain a governing body resolution, and obtain approval from the State CDBG Program.

Three revolving loan accounts (RLAs) are established to utilize the program income.

**Distribution for Reuse of Program Income.** The County's program income that has not been committed to open grant activities will be distributed, as follows:

The allocations to the RLAs are as follows:

- 1) X Disburse into a housing rehabilitation revolving loan fund.
- 2) X Disburse into an economic development revolving loan fund.
- 3) X Disburse into a housing acquisition revolving loan fund.

The purposes and allowed uses of funds under these RLF's are, as follows:

**Housing Rehabilitation Revolving Loan Fund.** This fund will be principally used for the purpose of making loans to rehabilitate residential units occupied by households, which have an annual income, which is 80 percent (80%), or less of the county's median income. At least 51% of the funds expended for activities funded under this RLF shall be used on revolving activities (i.e., loans). No more than 25% of the program income funds received during the program year shall be expended for housing rehabilitation grants. No more than 12% of the funds expended from this RLF shall be used for activity delivery costs. No more than 18% of the amount expended annually may be expended for general administrative costs related to this RLF activity. In any event, the total expended for non-revolving activities (grants, activity delivery costs, and general administration) shall not exceed 49% of the total funds expended during the program year (July 1 through June 30).

The review and funding of requests for CDBG loan or grant assistance under this RLF shall be conducted under the Housing Rehabilitation Program Guidelines that have been adopted by the County. All assistance provided to activities under this RLF shall be made for activities that are located within the County's jurisdiction.

If the activities funded under the RLF are for the same activities as those funded under an open State CDBG grant agreement, then the funds available in this RLF shall be expended prior to drawing down funds from the State CDBG program.

Program income may be allocated to grant activities or to grant applications, including cash match for planning grants.

**Business Expansion and Retention RLF.** This fund will be used to provide "gap" financing for businesses that can document the need for CDBG assistance and that will create or retain qualifying permanent jobs that will be principally filled by members of households which have an annual income that is 80% or less than the county's median household income, adjusted for household size. At least 51% of the funds expended for activities funded under this RLF shall be used on revolving activities (i.e., loans). No more than 25% of the program income funds received during the program year shall be expended for grants for public infrastructure improvements that are needed to accommodate a specific business expansion or retention project. No more than 10% of the total funds expended for business assistance activities shall be used for activity delivery costs. No more than eighteen percent (18%) of the amount expended annually may be expended for general administrative costs related to this RLF activity. In any event, the total expended for non-revolving activities (grants, activity delivery costs, and general administration) shall not exceed 49% of the total funds expended during the program year (July 1 through June 30).

If the activities funded under the RLF are for the same activities as those funded under an open State CDBG grant agreement, then the funds available in this RLF shall be expended prior to drawing down funds from the State CDBG program.

The review and funding of requests for CDBG loan or grant assistance under this RLF shall be conducted under the federal underwriting guidelines specified at 24 CFR 570.482 (e) that have been adopted by the County and incorporated in the RLF's project review procedures. These guidelines will ensure that the amount and terms of the CDBG assistance are appropriate given the documented needs of the business and given the amount of public benefit (job creation/retention) that will result from the CDBG-assisted project. In addition, any activity requesting funding under this RLF shall be deemed to be eligible under Section 570.482 and Section 105(a) of the Act and shall be determined to provide sufficient public benefit as specified under Section 570.482 (f). Any CDBG assistance for infrastructure shall meet the requirement of Section 570.483 (b) (4) (F), which requires ongoing job tracking for all businesses that initially, benefit from an infrastructure project as well as any subsequent business(s) benefiting from these improvements. All assistance provided to activities under this RLF shall be made for activities that are located within the County's jurisdiction.



When available, a minimum balance of \$100,000 will be maintained in the revolving loan fund for economic development loans. The balance of program income will be disbursed into the housing rehabilitation revolving loan funds to make housing rehabilitation loans available to eligible applicants throughout the unincorporated part of El Dorado County.

**Housing Acquisition:** Homebuyer Assistance programs may assist income-eligible homebuyers to purchase new or existing homes, and may include any necessary rehabilitation. A new home is defined as a unit, which at the time of application/sales contract has a foundation in place. The County proposes to provide housing acquisition allowing TIG households “gap” financing to purchase affordable housing in the jurisdiction. First time homebuyers program will consist of “silent” second (2<sup>nd</sup>) mortgages not to exceed \$100,000 per unit.

This fund will be principally used for the purpose of making loans to income-eligible first time homebuyers to purchase new or existing homes, that have an annual income, which is 80 percent (80%), or less of the county’s median income. At least 51% of the funds expended for activities funded under this RLF shall be used on revolving activities (i.e., loans). No more than 8% of the funds expended from this RLF shall be used for activity delivery costs. No more than 18% of the amount expended annually may be expended for general administrative costs related to this RLF activity. In any event, the total expended for non-revolving activities (grants, activity delivery costs, and general administration) shall not exceed 49% of the total funds expended during the program year (July 1 through June 30).

If the activities funded under the RLF are for the same activities as those funded under an open State CDBG grant agreement, then the funds available in this RLF shall be expended prior to drawing down funds from the State CDBG program.

**Reporting and Federal Overlay Compliance:** The County shall comply with all State CDBG reporting requirements, including submittal of an annual Grantee Performance Report for each Revolving Loan Account (RLA) and submittal of the required Quarterly and Annual Program Income Reports, which show combined receipts and actual expenditures from all RLAs on one report (due by August 15). The County shall ensure that the use of program income under the Reuse Plan complies with all CDBG program requirements, including citizen participation, environmental review, equal opportunity, Section 3 employment, lead-based paint, labor standards, procurement and property management, and maintenance of adequate accounting and recordkeeping systems. To ensure ongoing compliance with CDBG requirements, the County shall utilize the latest available State CDBG Program Grant Management Manual for guidance on compliance procedures and policies. The County shall obtain the Department’s written approval before proceeding with any program income funded activity.

**Revising this Plan:** The County Board of Supervisors has the authority to amend this document with a properly noticed Board meeting and approval by the State Department of Housing and Community Development (HCD).

**CERTIFICATION:**

I, Doug Nowka, designated by the elected official of the County of El Dorado to oversee the use of CDBG program income received by the County, do hereby certify that the County complies with all State CDBG program requirements related to the proper use of program income, required reporting of program income, and accurate record keeping that tracks the receipt and expenditure of program income.

Signed:

Dated:

Doug Nowka

1/22/08



**RESOLUTION NO. 08-2008**

**OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**

RESOLUTION APPROVING AMENDMENT 3 TO THE EL DORADO COUNTY REUSE PLAN GOVERNING PROGRAM INCOME FROM CDBG-ASSISTED ACTIVITIES TO ENSURE ONGOING COMPLIANCE WITH STATE REGULATIONS AND TO ALLOW PROVISION OF ASSISTANCE TO HOUSING REHABILITATION, HOUSING ACQUISITION AND BUSINESS EXPANSION AND RETENTION APPLICANTS/RECIPIENTS AND AUTHORIZING THE DIRECTOR OF HUMAN SERVICES, OR SUCCESSOR DIRECTOR, TO SIGN THE AMENDED PLAN AND SUBMIT IT TO THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

**WHEREAS**, it is necessary to amend the El Dorado County Program Income Reuse Plan for the purposes of ensuring ongoing compliance with new and modified State regulations and to clarify allowable uses of Program Income, and

**WHEREAS**, a Public Hearing has been conducted on this date to allow public comment and input on the proposed amendment, and

**WHEREAS**, Doug Nowka, Director of Human Services, is the official designated to oversee the use of CDBG program income received by the County.

**NOW THEREFORE BE IT RESOLVED**, by the El Dorado County Board of Supervisors that the Director of Human Services, or successor, is authorized and directed to sign the amended Program Income Reuse Plan on behalf of the County and submit same to the California Department of Housing and Community Development.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 8<sup>th</sup> day of January, 2008, by the following vote of said Board:

Attest:

Cindy Keck  
Clerk of the Board of Supervisors

By: Marcie MacFarland  
Deputy Clerk

Ayes: Santiago, Sweeney, Dupray, Baumann, Briggs

Noes: None  
Absent: None

Rusty Dupray  
Rusty Dupray, Chairman, Board of Supervisors

**I CERTIFY THAT:**

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

DATE: 1/10/08

Attest: CINDY KECK, Clerk of the Board of Supervisors of the County of El Dorado, State of California.

By: Marcie MacFarland

RLF

CDBG LOAN COMMITTEE GUIDELINES  
COUNTY OF EL DORADO

BACKGROUND

The County of El Dorado has developed a housing rehabilitation program to provide financial assistance to low- and moderate-income households. A primary source of funding for the County's program is the Community Development Block Grant (CDBG) program funded by the California Department of Housing and Community Development (HCD).

To assist the County in implementing its housing rehabilitation program, the County has established a Loan Committee. The purpose of this document is to provide guidance to the Committee as it conducts its activities.

OBJECTIVES OF CDBG PROGRAM

There are three principal and overriding objectives of the CDBG program. They are:

1. To improve housing conditions.
2. To eliminate neighborhood blight.
3. To benefit low- and moderate-income households.

All activities undertaken with CDBG financial assistance must support and promote one of the above national objectives. It is important for the Loan Committee to understand that to achieve the above objectives, it is often necessary for the County to act as a lender of last resort. In this regard, the County cannot apply the conventional underwriting criteria which would be applied by a private lender. To do so will often result in the denial of applications for a variety of reasons. For example, if the County denies financial assistance to an owner of a deteriorated property because of the owner's poor credit condition, that denial can be interpreted as the County turning its back on all three of the national objectives.

## CRITERIA FOR ASSISTANCE

In evaluating requests for financial assistance, the Loan Committee should generally observe the following criteria:

1. Will the assistance being requested promote one or more of the national objectives? Which ones?
2. *allowed to do only 1 grant*  
Can the County provide the financial assistance being requested in a manner that is consistent with the application approved by HCD and the regulations governing the CDBG program? For example, if the applicant is seeking a grant, does the County have the authority to make a grant, or must all assistance be in the form of a loan?
3. *Appl. Section G*  
Are the terms of the financial assistance consistent with the County's Program Guidelines? For example, if a borrower is requesting a 40-year amortization period, does the County Program Guidelines allow for such a term?
4. *See appl. consistent to denial*  
When the County denies an application for assistance, the basis for denial must be clear and easily translatable. In addition, whatever the basis for denial happens to be, the County must be prepared to go public, if the need arises, with the action which is taken. For example, if an applicant is denied because of a credit history that does not meet the threshold of the Loan Committee, the Committee must be prepared to provide that reason at a meeting of the Board of Supervisors in the event an applicant chooses to appeal a decision of the Committee. The Committees's reason must also be communicated in writing by the Consultant and staff. The Committee cannot deny for an undisclosed reason. There is nothing that can be more harmful to the perception of fairness of a program than to have an applicant receive conflicting information about why an application was denied or to receive inadequate or vague information.
5. Although members of the Loan Committee serve an extremely valuable role of bringing familiarity with local conditions to the housing rehabilitation program, it is critical that members of the Committee not allow personal observations to overshadow other program objectives. For example, there will be numerous occasions when a Committee member will have personal knowledge about an applicant that may not be known to other members of the Committee or to the Consultant or staff. The relevance of this information, however, must be constantly evaluated. Making determinations about whether one's neighbor should receive a loan is, at best, a difficult assignment. This problem is complicated even more and is made considerably more subjective when personal criteria which is not part of the formal Program Guidelines is applied to the decision-making process.

## UNDERWRITING GUIDELINES

Some of the guidelines outlined below have been approved by the State as part of the CDBG application process and are not subject to change without formal approval of the State. These guidelines are identified as such. The rest of the guidelines should be used as a flexible yardstick by which to measure applicants. The Loan Committee reserves the right to vary from these guidelines whenever necessary to achieve the program objectives.

### 1. LOAN OPTIONS

#### A. Interest Rate

The interest rate available to qualified applicants is dictated by the applicant's income level, is predetermined by the program guidelines, and can not be changed without State approval. The interest rates available for the 1992 program are as follows:

<u>Interest Rate</u>	<u>Income Group</u>
3.00%	Owner-occupant with household income less than 65% of the County median income, amortized loans with housing expenses greater than 30% of the household income.
5.00%	Owner-occupant with household income between 65% and 80% of the County median income; deferred loans; Investors.

#### B. Term

The typical loan term available to qualified applicants is 15 years. Longer terms (ie: 30 years) can be offered, however, as necessary to reduce the applicant's after-rehabilitation housing expenses.

#### C. Payments

Amortized and deferred payment loans are both available, depending on the ratio of the applicant's housing expenses to gross income.

This ratio is calculated by adding up all housing expenses (mortgage payments, property insurance and taxes, gas, electricity, water, garbage and other utilities) and dividing the total by the applicants' gross income.

Program guidelines dictate that applicants who spend in excess of 30 percent of their income on housing expenses qualify for

deferred payment loans. This does not mean that they are entitled to deferred payment loans. The Loan Committee is encouraged to amortize loans whenever possible in order to maximize the amount of program income available to the County for future programs. Of course, it would not be in the County's best interest to amortize loans for applicants who will not be able to make the payments.

These housing expense ratio guidelines will be applied when determining whether to offer amortized or deferred payment loans:

- \* 30 percent or less: Applicants spending less than 30 percent of their income on housing expenses will be offered amortized loans only.
- \* 30 to 50 percent: Although applicants in this category qualify for deferred payment loans, the Committee has the option to amortize the loan if they feel the applicant has the ability to make payments.
- \* 50 percent or more: Applicants who spend in excess of 50 percent of their gross incomes on housing expenses, seniors, and handicapped applicants will be offered deferred payment loans.

## 2. OWNER-OCCUPANTS

### A. Ability To Make Payments

The Committee must examine the applicant's ability to make the payments on existing mortgages as well as their ability to make payments on the proposed loan. If the applicant is having difficulty making payments on existing loans and his/her income is unlikely to change, there is a high possibility that they might default on the existing loans.

The following issues must be addressed when considering ability to pay:

#### i. Income

Owner-occupant income is an underwriting consideration, and all sources of income are verified. Staff will use the appropriate methods as indicated below.

- \* Taxes: The most recent federal income taxes are reviewed (when available).
- \* Wages: Wages are verified in writing by the employer and/or by obtaining copies of the applicants' most recent check stubs showing year-to-date earnings.

- \* Government assistance: Social Security, unemployment benefits, AFDC, SSI and other forms of government assistance are verified in writing by the appropriate agency.
- \* Interest: Interest income is verified by recent bank statements.
- \* Other: All other sources of income will be verified.

ii. Housing Expenses to Gross Income Ratio

The Housing Expenses ratio, as defined in section 1.C. is an important underwriting criteria because this ratio has a direct bearing on the applicants' ability to make payments on existing mortgages. If, for example, the applicant is spending 75 percent of their income on housing expenses, there is a high possibility that an unexpected financial crisis could cause the applicant to default on their mortgage.

Applicants who spend in excess of 75 percent of their incomes on housing expenses will only be given a loan if they have good credit, a good mortgage payment history, and can show at least 10 percent equity in the property after rehabilitation (see section 2.B. below).

iii. Credit

Poor credit alone is not generally a valid reason for denying a loan. Many of the applicants who qualify for this program have poor credit or no credit. Some of the things that might show up on a credit report which could jeopardize the loan include bankruptcy filings not yet discharged, large outstanding debt, and loans for properties not mentioned by applicant on application.

Credit reports are obtained for all applicants.

iv. Mortgage Payment History

This information is used to supplement income and credit information. Applicants with poor credit or no credit, low income, and a high housing cost to income ratio may still be given a loan if they have a good mortgage payment history.

Written verification of payment history and loan balance is obtained either from the lender or from the credit report for all existing mortgages.



v. Title Report

Aside from providing information about Trust Deeds, the Preliminary Title Report also provides information on liens and judgements which are not listed in the credit report. Liens placed on the applicants' property by the local jurisdiction because of an inability to make property tax or utility payments are very important. Before a loan can be recorded, these liens must either be paid or the applicant must be in the process of making regular payments to retire the debt.

B. Loan Security

In all cases, the security for the loan is the property. For this reason, it is important to determine the value of the property so that the jurisdiction will know in advance the security upon which the loan will be based. This value is determined by estimating the actual value of the property, calculating the Loan-to Value Ratio, and determining in what position the loan will be.

i. Value Determination

The equity position that the jurisdiction would take in any given loan is derived from the property value. This value can be determined by a number of different methods, each of which costs a different amount to obtain. The methods used in this program are as follows.

- \* Assessed Value: The most conservative and inexpensive method is to use the assessed value as indicated in the Preliminary Title Report. Unfortunately, many properties have not been assessed for years and the values may be far below actual values.

To obtain a more realistic estimate of current market value from the assessed value, a 2% per year level of appreciation is added. This is typically conservative, yet allows for at least a minimal level of appreciation.

This method is used when the resulting value provides a satisfactory loan-to-value ratio.

- \* Market Analysis: For this method, a real estate agent who is familiar with the local market is asked to provide an after rehabilitation estimate of the market value of the property. This method typically provides a fairly accurate estimate and can be done for a relatively low fee (\$50 - \$150).

3. INVESTORS

For investor projects, tenant incomes are verified as they are in section 2.A.i. to ensure that they qualify for CDBG assistance. However, tenant incomes are not an underwriting consideration.

The overriding consideration in determining whether or not to make a loan to an investor is the level of incentive that the investor has to keep the property. For example, an investor who has no equity in the property and is losing money (as exhibited by a negative cash flow) has less incentive to continue making loan payments than an investor who has substantial equity and is showing a profit (positive cash flow) on the property.

The investor's willingness to keep the property, therefore, can be determined in large part by examining two factors: equity and cash flow.

A. Equity Position

The amount of equity available in any particular project will be determined as outlined in section 2.B above.

Investors must show that they will have at least 10 percent equity in a project after the rehabilitation has been completed (this is evidenced by a maximum loan-to-value ratio of 90 percent).

B. Cash Flow Analysis

A cash flow analysis will be conducted as follows for all investment properties:

	<u>Expenses</u>	<u>Revenues</u>
Gross Rental Income		\$ 1,000
Less: 5% Vacancy		<u>( 50)</u>
Subtotal: Working Rental Income		\$ 950
Existing Mortgage Payments	\$ 200	
Proposed Mortgage Payment	250	
Property Taxes	20	
Hazard Insurance	30	
Gas/Electric	200	
Water	50	
Garbage	50	
Maintenance	100	
Subtotal: Expenses	\$ 900	<u>\$( 900)</u>
NET CASH FLOW		\$ 50

Investors that show an after-rehabilitation positive cash flow as calculated above will be given loan approval priority over investors who show a negative cash flow.

Projects with less than 10 percent equity and anticipated negative cash flows may be approved only if the loan committee can determine that the owner has sufficient incentive to keep the property, has another source of income to maintain the rental property, and is not dependent on income from the rental unit for their own personal living expenses. For example, the owner may be motivated to keep the property despite a negative cash flow if the owner has substantial equity in the property, has a need to shelter other income from taxes, or if the property is located in an area that has a high rate of appreciation.

C. Mixed-Use Projects

Mixed use projects are projects which consist of buildings that are used for both residential and commercial purposes. The cash flow analysis for these projects will consider income and expenses for the entire building. The analysis must show the financial ratio between the earnings of the residential and the commercial portions of the building, and will be used to split the costs of the proposed rehabilitation on this basis. CDBG funds cannot be used to rehabilitate non-residential properties under the Housing Rehabilitation Program.

The health and safety-related repairs to the building must primarily benefit the residential portion of the building, especially for all common structures, such as a common roof or a common foundation. Because of the volatility of commercial property, applicants must show that the entire building will sustain a reasonable profit (roughly 8 percent return on investment) after rehabilitation.

**EL DORADO COUNTY**  
**Community Development Block Grant Housing Rehabilitation Program**

**POLICIES: Mobile Home Loans**

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1. Only owner/occupied mobilehomes at least 8.5' in width and over 40' long and on a permanent foundation are eligible for repair assistance under this program. Any owner/occupied mobilehomes not on a fee simple title will be considered on a case by case basis (leased space). Travel trailers are not eligible structures. Completed applications will generally be considered in chronological order of their submission. If a number of complete, eligible applications are submitted roughly at the same time, and the amount of funds requested by these applications exceeds the amount of El Dorado County CDBG HRP funds available at that time, the County may give higher priority to applications which address the most serious health and safety problems which have persisted for the longest period of time. Any other applications which cannot be funded at that time will be considered in chronological order at the time additional funds become available.
2. Only owner-occupants of mobilehomes located within the El Dorado County targeted area(s) are eligible for assistance under this program.
3. Only mobilehomes which can be brought up to Section 8 Housing Quality Standards (minimum health and safety standards for housing rehabilitation adopted by El Dorado County for this Program) will be repaired, except in extreme emergencies where the absence of the repair would create an immediate and serious threat to the health and safety of the occupants.
4. Only mobilehomes meeting Section 8 Housing Quality Standards may be purchased as replacement housing.
5. The County will determine the most cost-effective alternative in deciding to repair or replace a mobilehome. This determination will include moving and relocation costs.
6. A maximum limit will be placed on repair assistance which considers the alternative cost of replacing the mobilehome. Repair loans in excess of the established limit may be approved in exceptional cases.
7. The maximum loan amount will be based on the loan-to-value-ratio; the amount of a repair loan should not exceed 100% of the after-rehabilitation value of the mobilehome.
8. An applicant who has moved into a mobilehome for the express purpose of receiving assistance under this program shall not be eligible for assistance. The County will presume that any applicant who has lived in a mobilehome for less than six months is not eligible for assistance unless the applicant can demonstrate that he or she did not move into the mobilehome for the express purpose of receiving assistance under this program.

Adopted: \_\_\_\_\_  
Date 8/14/95

By: \_\_\_\_\_  
Doug Nowka  
David Freidrich  
Linda Malt  
Raymond Sebastian

El Dorado County Community Development  
Block Grant Policy  
for Determining Value of Property

If equity not supporting loan:

#1 - Assessed Value

#2 - Realtor Letter/Market Evaluation, Comparable Market Analysis  
If within 85% of assessed value, use Realtor Letter, etc.

#3 - Appraisal

**UNITED OUTREACH OF EL DORADO COUNTY**  
5-Year Projection

<u>Year</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Donations - Churches		\$ 7,719.36	\$ 34,509.83	\$ 43,500.00	\$ 54,375.00	\$ 67,971.00	\$ 84,966.00	\$ 106,200.00	\$ 132,750.00
Donations - Corporate	\$ 1,093.00	\$ 773.59	\$ 4,429.50	\$ 5,540.00	\$ 6,925.00	\$ 8,660.00	\$ 10,825.00	\$ 13,530.00	\$ 16,915.00
Donations - Private	\$ 7,645.00	\$ 12,496.51	\$ 11,540.00	\$ 14,425.00	\$ 18,030.00	\$ 22,537.50	\$ 28,170.00	\$ 35,215.00	\$ 44,020.00
Crop Walk			\$ 1,488.12	\$ 1,639.96	\$ 1,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Memorials				\$ 1,035.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Grants earned			\$ 26,829.34	\$ 15,170.66					
Churches earned				\$ 371.62					
Sacramento EFSP				\$ 20,000.00					
Continuum of Care					\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
<b>Total Donations</b>	<b>\$ 8,738.00</b>	<b>\$ 20,989.46</b>	<b>\$ 78,796.79</b>	<b>\$ 101,682.23</b>	<b>\$ 172,130.00</b>	<b>\$ 192,168.50</b>	<b>\$ 216,960.99</b>	<b>\$ 247,945.01</b>	<b>\$ 286,685.01</b>

<u>Operating Budget</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Lease / Rental			\$ 10,425.00	\$ 12,175.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
Salaries		\$ 6,135.00	\$ 17,978.86	\$ 75,000.00	\$ 165,600.00	\$ 165,600.00	\$ 165,600.00	\$ 165,600.00	\$ 165,600.00
Accounting		\$ 1,663.75	\$ 6,241.25	\$ 20,000.00	\$ 24,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Auto / Bus Pass		\$ 1,187.88	\$ 5,323.76	\$ 7,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
General Operating	\$ 429.51	\$ 2,589.29	\$ 6,039.40	\$ 3,159.84	\$ 18,900.00	\$ 18,900.00	\$ 18,900.00	\$ 18,900.00	\$ 18,900.00
Insurance	\$ 635.36	\$ 3,837.45	\$ 6,110.23	\$ 6,500.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00
Marketing/Fundraising		\$ 682.50	\$ 132.45	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
UO Payroll Taxes			\$ 1,735.34	\$ 8,755.00	\$ 19,335.00	\$ 19,335.00	\$ 19,335.00	\$ 19,335.00	\$ 19,335.00
Shower Maintenance			\$ 6,538.10	\$ 1,500.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
Utilities		\$ 1,529.47	\$ 773.97	\$ 6,300.00	\$ 12,900.00	\$ 12,900.00	\$ 12,900.00	\$ 12,900.00	\$ 12,900.00
<b>Total Operating</b>	<b>\$ 1,064.87</b>	<b>\$ 17,625.34</b>	<b>\$ 61,298.36</b>	<b>\$ 141,889.84</b>	<b>\$ 291,935.00</b>	<b>\$ 297,935.00</b>	<b>\$ 297,935.00</b>	<b>\$ 297,935.00</b>	<b>\$ 297,935.00</b>

<b>Net Operating</b>	<b>\$ 7,673.13</b>	<b>\$ 3,364.12</b>	<b>\$ 17,498.43</b>	<b>\$ (40,207.61)</b>	<b>\$ (119,805.00)</b>	<b>\$ (105,766.50)</b>	<b>\$ (80,974.01)</b>	<b>\$ (49,989.99)</b>	<b>\$ (11,249.99)</b>
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<b>Volunteer Hours @ \$10</b>		1,000	2,260	1,500	2,000	2,000	2,000	2,000	2,000
	\$ 10,000.00	\$ 10,000.00	\$ 22,600.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00



**Jon A. Morgan**  
Director

*Environmental  
Health Division*

*Air Pollution  
Control District*

*Solid Waste &  
Hazardous  
Materials  
Division*

*Vector Control  
Division*



**PLACERVILLE  
OFFICE**

2850 Fairlane Ct.,  
Building 'C'  
Placerville, CA 95667

Ph. 530.621.5300  
Fax 530.642.1531  
Fax 530.626.7130

**SOUTH  
LAKE TAHOE  
OFFICE**

3360 Lake Tahoe Blvd.,  
Ste. 303  
South Lake Tahoe, CA  
96150

Ph. 530.573.3450  
Fax: 530.542.3364

**COUNTY OF EL DORADO**  
ENVIRONMENTAL MANAGEMENT DEPARTMENT

November 9, 1999

Mr. Jerry Garver  
Pinewood School District  
6181 Pine Street  
Pollock Pines, CA. 95726

RE: Underground Storage Tank Removal  
6290 Pony Express Trail

Dear Mr. Garver,

This letter confirms the completion of the underground storage tank removal project at the above referenced location. Recent soil sample results confirm the success of the bioremediation of the subsurface location of the former underground tank.

Based on this fact, and with the provision that the information provided to this agency is accurate and representative of site conditions, **no further action** related to this project is required.

This notice is issued pursuant to a regulation contained in Section 2721(e) of Title 23 of the California Code of Regulations. If you have any questions, please contact me at 621-6654.

Very truly yours,

Jeffrey A. Rusert  
Senior Environmental Health Specialist  
Solid Waste and Hazardous Materials Division

cc: Milos Gerondakis

# El Dorado County Homeless Point In Time Count Results

*On any given night, there are 143 people homeless in El Dorado County<sup>1</sup>.*

*88% were single adults and persons in households without children.*

*Over half (52%) were unsheltered, living on the street, under a bridge, in an abandoned or public building, in a car, camping, etc.*

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
<b># of Family Households with Children</b>	3	2	0	5
<b>1. # of Persons in Families with Children</b>	10	7	0	17
<b>2. # of Single Individuals and Persons in Households w/o Children</b>	37 (single, couples, youth)	14	75	126
<b>Total (1 + 2)</b>	47	21	75	143

<sup>1</sup> Note: The number of people who are homeless identified in this point-in-time count are an undercount due to lack of full provider participation and bad weather resulting in low turnout and program closure, particularly in the South Lake Tahoe area. Known areas of undercount include people living on federal lands, people in hospitals, mental health facilities, substance abuse treatment programs, and jails; and families staying in motels with vouchers in South Lake Tahoe.



*Almost 60% of people who are homeless are male.*

*8% are children in families. 13% are unaccompanied youth.*

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
<b>Adult Male</b>	20 (6 in couples w/o children, and 14 individuals)	3 (1 in a family and 2 individuals)	62	85
<b>Adult Female</b>	15 (3 in families, 6 in couples w/o children, and 6 individuals)	7 (2 in families and 5 individuals)	3	25
<b>Unaccompanied Youth (14-24) - Male</b>	3	1	6 (male & female)	18
<b>Unaccompanied Youth (14-24) - Female</b>	2	6		
<b>Children in Families</b>	7	4	0	11
<b>Unknown</b>	0	0	4	4
<b>Total</b>	47	21	75	143

Overall Provider Response Rate: X/8

Emergency Shelters Serving Families: X/3 (Grace Place, Shelter for Battered Women & Children, Women's Center)

Emergency Shelters Serving Individuals: 100% (Grace Place)

Transitional Housing Programs For Families: X/2 (Mentor House & Women's Center)

Transitional Housing Programs For Individuals: 100% (Men's Transitional and Women's Transitional)

Transitional Housing Programs For Youth: 100% (THP Plus)

Annual Estimate of Homelessness In El Dorado County:

**A + ((B \* 51) \* (1-C)) = annual estimate**

Where:

A = PIT count of currently homeless (CH) people – including adults and children

B = number of CH adults and children who 1) became homeless within last 7 days, whether for the first time or not, or 2) were already homeless, but just entered the boundaries of your community within the past 7 days

C = proportion (expressed in decimals – i.e., 15% = .15) of CH adults and children in A who have had a previous homeless episode within the past 12 months.

$$143 + ((20^2 * 51) * (1-.59^3)) = 418$$

*Each year, an estimated 418 people experience homelessness in El Dorado County.*

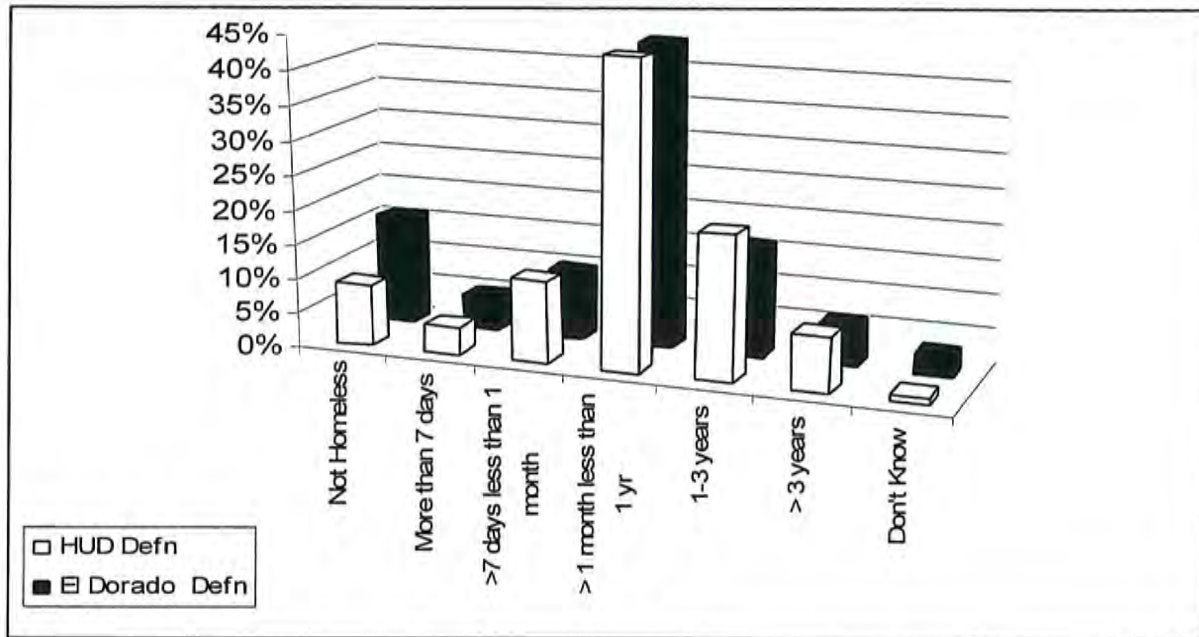
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<sup>2</sup> Survey data indicates that 14% of the homeless population based on the El Dorado County definition has been homeless less than seven days or has been in El Dorado County for a week or less.

<sup>3</sup> Survey data indicates that 59% of the homeless population based on the El Dorado County definition has had a previous homeless episode within the past 12 months.

Almost half (44%) of people who are homeless, have been homeless for more than one month but less than one year.

Of people homeless according to the HUD definition, almost 30% have been homeless for more than one year. Of people homeless according to the broader El Dorado County definition, 22% have been homeless for more than one year.



## Chronic Homelessness

### HUD's Chronic Homeless Definition

The federal definition of chronically homeless is a person who is "either (1) an unaccompanied homeless individual with a disabling condition who has been continuously homeless for a year or more, OR (2) an unaccompanied individual with a disabling condition who has had at least four episodes of homelessness in the past three years." In its definition of a chronically homeless person, HUD defines the term "homeless" as "a person sleeping in a place not meant for human habitation (e.g. living on the streets, for example) OR living in a homeless emergency shelter."<sup>4</sup>

<sup>4</sup> Office of Community Planning and Development, Office of Special Needs Assistance Programs. "Defining Chronic Homelessness: A Technical Guide for HUD Programs", September 2007, p.3.

13 people or 17% of those surveyed are chronically homeless according to HUD's definition. This includes unaccompanied homeless individuals who were homeless for a year or longer or had at least four episodes of homelessness in the past three years; who self-declared a health, mental health or addiction disability; and were staying in either an emergency shelter or on the streets.

Using a broader definition that in addition to those included in the HUD definition, also includes people who were staying in jail, transitional housing, temporarily staying with friends or who didn't answer the question; who did not self-declare a disability; and who were living as part of a couple without children, 43 people or 34% of those surveyed are chronically homeless.



JEFF NEVES

SHERIFF - CORONER - PUBLIC ADMINISTRATOR  
COUNTY OF EL DORADO  
STATE OF CALIFORNIA

REPLY TO:

HEADQUARTERS  
300 FAIR LANE  
PLACERVILLE  
CA 95667  
530 621-5655  
FAX 626-8168

JAIL DIVISION  
300 FORNI ROAD  
PLACERVILLE  
CA 95667  
530 621-6000  
FAX 626-9472

March 11, 2008

Yvette Harmon  
Administrative Technician  
El Dorado County Human Services  
Housing Programs/Continuum of Care

TAHOE DIVISION  
1360 JOHNSON BLVD., SUITE 100  
SOUTH LAKE TAHOE  
CA 96150  
530 573-3000  
FAX 544-6809

During the month of January 2008, the El Dorado County Sheriff's Office assisted the El Dorado County Department of Human Services, Housing Programs, with a count of the homeless citizens within our jurisdiction.

Information gained during this survey showed a growing number of homeless citizens within the County and this number is anticipated to increase.

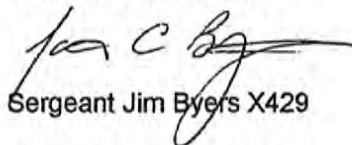
With this increase, the Sheriff's Office will face a number of challenges. Our contacts with the homeless will increase both during the routine course of business and with enforcement contacts due to criminal activity.

Sheriff's Deputies routinely contact homeless subjects during the normal course of their duties, and with no permanent or long term homeless shelter in place to assist with placement, there is very little to offer the homeless other than directions to shelters located out of county. Having a dedicated facility would provide Law Enforcement with a viable option to assist those truly needing our assistance.

Sheriff's Deputies also contact homeless subjects during criminal investigations. Most of these investigations are minor in nature, but have involved crimes as serious as homicide. With an increase in homeless subjects, crimes being committed by the homeless would also increase. This increase would further tax an already burdened system from the Deputy Sheriff level, to the Court system, to the Jail system, to the Mental Health system. Having a dedicated facility would lessen the necessity for criminal acts committed by most homeless (theft, trespassing, etc) and provide the needed counseling to assist with other homeless related issues (unemployment, mental health, alcohol/drug abuse).

Establishing a dedicated full-time homeless shelter, with the services necessary to assist those with the greatest need would greatly assist all Law Enforcement in the County of El Dorado, as well as several other county agencies and the general public.

Respectfully Submitted,

  
Sergeant Jim Byers X429



**EL DORADO COUNTY MENTAL HEALTH DEPARTMENT**

*Treatment Works, People Recover*

*El tratamiento es efectivo, las personas se recuperan*

---

**John Bachman**  
Director  
670 Placerville Dr. #17  
Placerville, CA 95667  
Phone: (530) 621-6370

March 10, 2008  
Joyce Aldrich  
Program Manager  
El Dorado County Dept. of Human Services

Dear Joyce Aldrich:

The El Dorado County Mental Health Department recognizes that the homeless population suffers serious consequences from untreated mental illness. The Department enthusiastically supports the efforts of the El Dorado County Department of Human Services on behalf of United Outreach, to help address the needs of this under served population through the efforts of a Homeless Shelter.

The Mental Health Department is committed to collaborating with United Outreach over the course of the next five years through the in-kind services provided by a Mental Health Worker II for approximately four (4) hours per week. The annual costs are estimated to be \$5,157 per year, totaling \$25,785 of in-kind support for the project period. The scope of services will include outreach, assessment, case management and linkages with ongoing mental health services.

Sincerely:

John A. Bachman  
Director  
El Dorado County  
Mental Health Department

JAB:kwt



**EL DORADO COUNTY  
DEPARTMENT OF HUMAN SERVICES**

---

**Doug Nowka  
Director**

March 11, 2008

El Dorado County  
Department of Human Services  
Public Housing Authority &  
Economic Development  
ATTN: Joyce Aldrich, Program Manager  
550 Main Street, Suite C  
Placerville, CA 95667

Ms. Aldrich:

The following information is submitted to reflect the need for transportation for the homeless population in El Dorado County.

During the month of February, the Social Services Division of this Department received 521 applications for Food Stamps, CMSP and General Assistance. Monthly, approximately 40% of applications are from homeless clients. From our offices, shelter referrals are made to Grace Place in Camino, or for meal provision by the Upper Room in Placerville, and all Food Banks within El Dorado County.

Check-in at the Homeless Shelter does not begin until 6:00 p.m. El Dorado Transit does not provide bus availability to Camino, CA during the evening hours. For this reason, El Dorado County is in great need of a bus or van to enable transportation to the only County Homeless Shelter.

Debbie Stack  
Program Manger  
Department of Human Services  
CalWORKs  
and Workforce Investment Act Programs

March 10, 2008

Housing Emergency Lodging Program  
P.O. Box 912  
Placerville, CA 95667

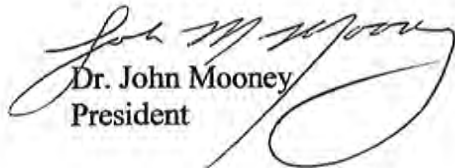
Department of Human Services  
Greetings from the Housing Emergency Lodging Program (HELP)

The HELP organization has been providing support to the homeless since the early 1980's. Now the HELP Board is pleased to provide an endorsement to the Grace Place permanent shelter approach. Certainly the need to help the homeless has been around for years and it's getting worse. Often HELP must turn individuals and families away because we do not have the means to provide shelter for everyone. Grace Place has already earned a reputation for providing shelter to the disadvantaged. We are pleased that they have a vision to establish a dedicated shelter.

Grace Place and HELP are complimentary. Both organizations have a mission to help the less fortunate and the homeless. Nobody deserves to sleep in the cold and rain. Everyone deserves a shelter with a place to rest his or her head at night. Unfortunately, the number in need is increasing and the trend is likely to continue with our current economic situation. We are finding that some motels are reluctant to accept the homeless people, particularly if the motel can cater to a more affluent customer base. This has become a detriment to the HELP approach. The Grace Place approach does not depend on motels, but requires a permanent shelter space. Conversely, HELP has an existing phone hotline system that allows us to provide real-time support to individuals and families. Together HELP and Grace Place are making a difference, but there is more to be done. The Grace Place permanent structure is the next logical approach to continue our common mission. Dedicated volunteers are not enough. We also need dedicated shelters and other supporting resources to continue to make a difference.

HELP endorses the Grace Place vision to provide a dedicated shelter.

Faithfully,

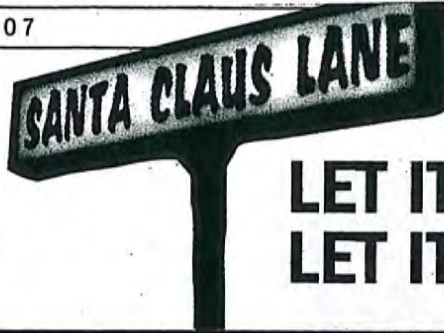
  
Dr. John Mooney  
President





## GAR CH ON A BOARD

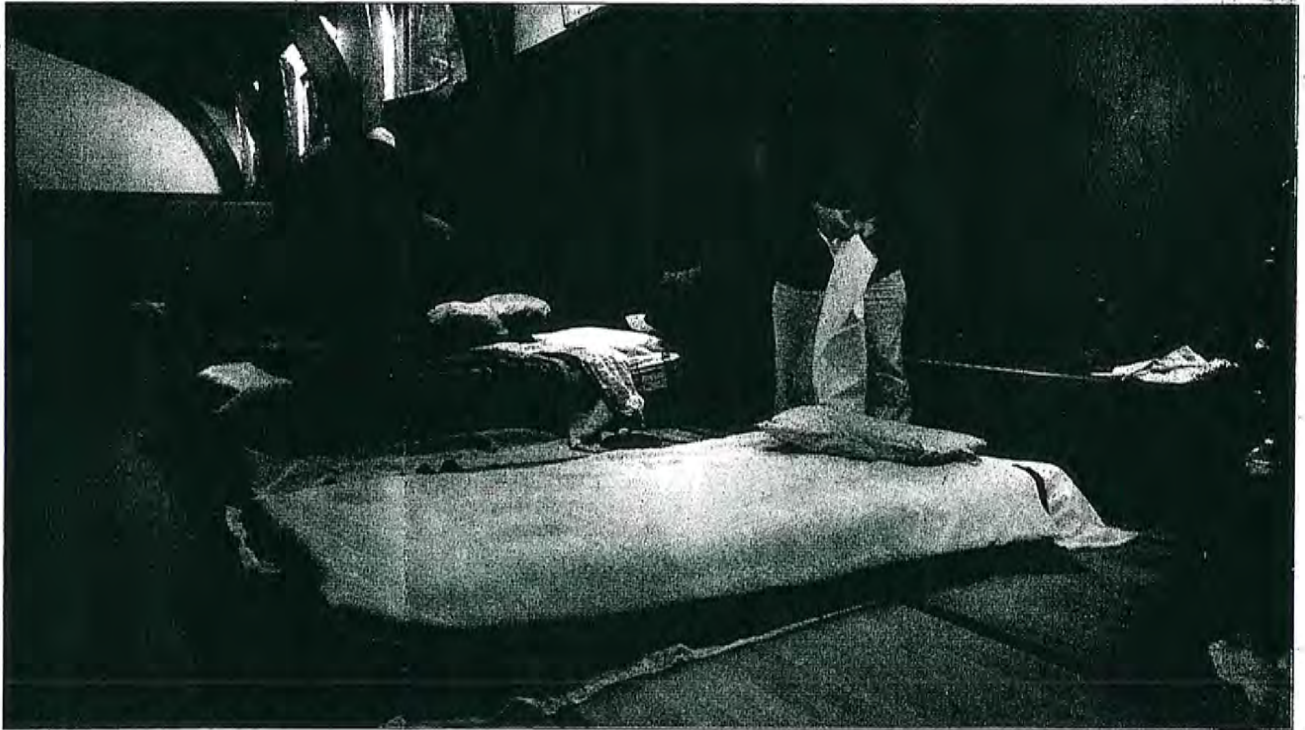
Lisa Boyle was elected to a two-year term  
**Sports, A-13**



## LET IT GLOW, LET IT GLOW

Get out and see the lights  
**Weekend, B-1**

## HOPE FOR THE HOMELESS



**TIMOTHY BEATTY, 53, makes his bed on the floor of the Seventh-day Adventist church gym in Camino. Dubbed Grace Place, it is a five-day-a-week temporary homeless shelter. It is hoped a permanent shelter is in the works for local homeless individuals and families.**

Democrat photo by Dan Burkhardt

# Group wants year-round shelter

**By Wendy Schuitz**  
Democrat staff writer

A new permanent shelter, paid staff and plans for job development and housing are just some of the plans in the works for Grace Place, an organization to aid the homeless operated by United Outreach. United Outreach is a collaboration between Federated Church, Green

Valley Community Church, Foothill Methodist, Church of the Foothills and Seventh-day Adventist Church and is also supported by El Dorado County Human Services.

From Nov. 1 to April 30, United Outreach operates the only shelter on the Western Slope for the homeless at the Camino Seventh-day Adventist Church facility. The shel-

ter is open five nights a week, providing a warm, safe facility to sleep and shower and a light breakfast in the morning.

United Outreach president Art Edwards said, "We are actively looking for a site to house a full-time homeless shelter. Right now we try to offer six months of shelter during the coldest months and the Seventh-day Adventist Church in

Camino has allowed us to use their facility. But our goal is to be able to stay open all year long, 24 hours a day, and so we hope to leave the church and relocate, where we can realize that goal by November of 2008."

The first step, said Edwards, is to find and fund a site for a full-time

➤ see **SHELTER**, page A-10



Democrat photos by Dan Burkhardt

**KATHIE SABATO** of Church of the Foothills sets up for an evening meal at Grace Place as Joe Mott, 58, waits his turn.



**HARRY JOHNSON** enjoys the warmth of Grace Place, a temporary shelter for the homeless. Efforts are afoot to find a location for a year-round local shelter.

**SHELTER**

facility, the second step is to provide 24 hour a day care and the third step is to provide permanent solutions including job development and housing.

United Outreach is exploring specific sites, said Edwards, and after moving in and settling into the new site, the organization's long term goals will come into play. The organization has already received the donation of a telephone system for a permanent site, which will enable homeless individuals to leave a call-back number for potential employers and to conduct personal business.

"We want to stabilize people with medical treatments, mental health help and job help and then start moving toward transitional housing," said Edwards. "Our ultimate downstream goal is to help people move through

the system and out onto their own."

United Outreach's monthly cost to provide shelter for El Dorado County's homeless is approximately \$14,000. "The county funded three months of this fiscal year and Federated Church contributed \$10,000, so we are open until Feb. 28. We want to stay open March and April as well because the weather is still cold and wet, but unless we receive more donations, we will have to close on Feb. 28 next year," said Edwards.

In January, February, March and April of 2007, 99 different individuals were served, including several children. Figures for November and December of 2007 are not yet completed. The organization depends on donations to fund the shelter and pay

operating costs and volunteers to help with refreshments, kitchen cleanup and passing out shower items.

To provide more stability, an executive director for Grace Place, Michelle Witte, was

hired in 2007. It's Witte's job to coordinate and train volunteers, make sure the host facility is ready to receive guests and monitor activity during guest stays.

"We are trying to humanize

the homeless, not ostracize them," said Witte. "They are a part of our society and they need help."

Those wishing to make a donation or to volunteer your time, call Art Edwards at 622-

continued from p. 1

1103. Visit the United Outreach Website at [uodc.org](http://uodc.org). for more information about the programs offered and how funds are used.

E-mail [Wendy Schultz](mailto:Wendy.Schultz@midemocrat.net) at [wschultz@midemocrat.net](mailto:wschultz@midemocrat.net) or call 344-5063.



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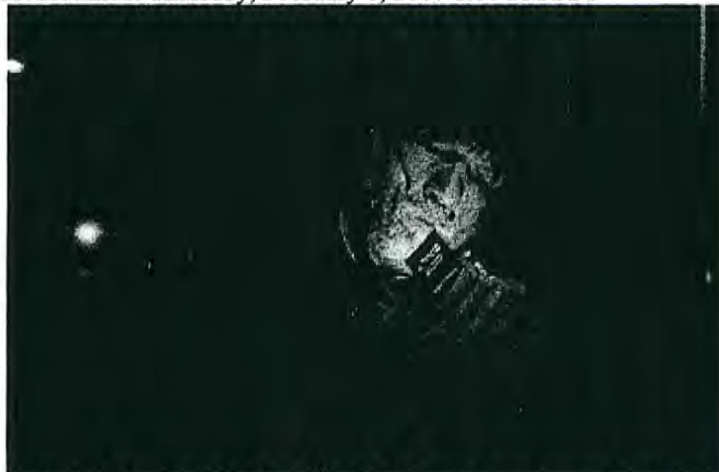
WEDNESDAY FEBRUARY 14, 2007 Last modified: Thursday, February 8, 2007 8:17 PM PST

### Feb. 9, 2007- Homeless all have different story

*Editor's note - This is the first of a four-part series giving a portrait of homelessness in El Dorado County.*

By Wendy Schultz, Democrat staff writer

"Being a stranger here is rough," said Tom, 50, from Chicago who says he can't wait to return to his family there. Tom is reading at a table in the conference room at the Seventh-day Adventist Church in Camino, a temporary shelter for the homeless-called-Grace-Place. He has been in California for seven years and on parole for three, not free to return home until his probation is over.



LIGHT IN THE NIGHT — Harry, 63, lights a cigarette outside the homeless shelter at the Camino Seventh Day Adventist Church. See story "Homeless ..." Democrat photo by Krysten Kellum

Like Tom, 43 percent of the homeless are men and also like Tom about 20 percent have been incarcerated at some time in their life. One in every three men sleeping in doorways, parks and under bridges has served in the U.S. military - just like Tom.

A lack of affordable housing and a disability that keeps him from working full-time have made him homeless. He receives Supplemental Security Income, so at the first of the month Tom can afford a motel room. Sometimes he stays with friends.

"Most of the homeless don't have any support system or if they do, they've burnt out their friends and family because they are so needy," said Tom.

Not everyone is a stranger. Doug, 55, and Doug, 58, were both born and raised in El Dorado County. The older Doug, who attended Ponderosa High School, says he has a home and family in Fernley, Nev., but can't return to them until he completes his probation in the spring. Returning home may still be a problem because he has no transportation and no identification. "When I went to prison, I lost my identification and I couldn't get a job without it, so I became homeless."

Doug the Younger's story is one of bad luck: "I was living with my mom and taking care of her, but she died and I wasn't on the lease. I took time off from my job to mourn my mom and I got fired. Then, I was living in my car, but it got towed, so I lost my mom, my job of seven years, my home and my car all since October and

now I'm homeless.”

Others, like Deedub, have a diagnosis of mental illness and medications they can't afford or don't want to take, causing problems with decision making and maintaining employment.

A trail of empty beer cans and plastic plates winds up the hillside under the manzanita and leads to a large tent surrounded by bags of garbage, old clothes and scattered bicycle parts. Someone lives up here where you can hear the quacking of the ducks at Lumsden Pond, but they aren't home right now.

Placerville Police Officer Chris Hefner says when it's sunny and cold, as it is on this day, the homeless go out to look for recyclables, find places to keep warm or walk around town.

“I live under the bridges, in the bushes, wherever,” said Harry, 63, intermittently homeless for 26 years. Sitting before the warm fireplace in the conference room at Grace Place, Harry, who has been in El Dorado County since 1993, says he's the oldest person on the streets.

A former Bay Area business owner, Harry hasn't worked full time since he fell 60 feet from some scaffolding and he has a host of unserved medical problems. While Harry says he is trying to get his life together, he admits, “I'm getting too old for this stuff.” He also has a diagnosis of mental illness that he disagrees with and a history of alcohol abuse. Harry spent six years in the service of his country.

One out of every 10 poor Americans will become homeless during an average year due to a wide variety of factors, including job loss, housing market trends, mental or physical disabilities, substance abuse, limited employment skills or a combination of bad luck and poor management, according to 2001 Urban Institute Report by Martha R. Burt.

It's difficult to get an exact count of the number of homeless in the nation, but in rural areas like El Dorado County, it's even more difficult because people live in campers, vehicles, caves and campgrounds as well as tents pitched illegally within city limits; hidden places where the homeless don't want to be noticed. Police regularly roust out the homeless camps throughout the city and county, but with nowhere to go, the camps soon reassemble.

Officer Hefner discloses another tent home site above Broadway in Placerville. This one is tidy: The garbage has been neatly piled behind the tent, the blankets and sleeping bags look clean and there is a book face down on the covers. No one is home here either.

Karen, 48, is one of the few homeless women. Nationally, only an estimated 17 percent of the homeless are women, but a higher percentage is believed to live in rural areas where single women often “double up” with family or friends. Karen left Oregon after a custody dispute with her ex-husband to find her sister, a Somerset resident.

“She's good to me, but I don't want to saddle her with my problems and I don't want to live so far from other people. I've met some awesome people (other homeless individuals) here and they have made me welcome.”

Karen says that she is not physically or mentally stable enough to work and says that she has “done drugs,” although she claims to have no drug or criminal record. She is a mother of four and misses her youngest daughter who is 8.

Some of the homeless have jobs, but still can't afford housing in El Dorado County; others can find no employment due to disabilities or substance abuse.

“We see the same people over and over again,” said Capt. Mike Scott of the Placerville Police Department. “I would guess that there are about 25 regulars in the city and then there are the people who come and stay for a while and move on. Temporary shelters don't really seem to address the problem.”

Scott sees law enforcement as playing into the hands of the homeless.

“We are doing all we can to protect the rights of all the citizens involved, including the rights of the homeless, but when they're arrested for vandalism, littering, public drunkenness, fighting or domestic violence they rarely pay the fines or show up in court. They serve their time in jail, getting three squares a day and a warm

bed. Then they are released and the cycle begins again.”

“We feel for the people in the situation, but we have a job to do to protect the rights and property of citizens,” said Scott.

One concern of the police is fire, particularly in the dry summer months.

“The campfires are a recipe for disaster and one of our fears is that a fire could get out of control in the city.”

“Homelessness is a social problem,” said Lt. Kevin House spokesman for the El Dorado Sheriff’s Department. “We have laws to enforce, but we try to use compassion. It’s not cut and dried, so we try to help the homeless out by transporting them to a shelter or somewhere that benefits them when we can.”

Complaints from businesses and citizens are less frequent in the county than in the city, but House says, “We definitely have some homeless villages in the county.”

*The next article in the four part series will explore the fastest growing segment of the homeless population - families with children.*

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**Mounta SPECIAL**

PAGE ONE

**Online Poll**

**What should be the cutoff age for single women to get in vitro fertilization?**

age 60

age 55

age 50

age 45

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## Feb. 12, 2007- Homeless families becoming prevalent

By Wendy Schultz, Democrat staff writer  
 Monday, February 12, 2007 8:45 AM PST

*This is the second article in a four part series about the homeless in El Dorado County. It explores the growing population of families who are entering into homelessness.*

Mike and Tammi recently became homeless for the second time in five years, but this time they have a 7-year-old son and a 5-year-old daughter. After Mike's arrest for an undisclosed crime, the family lost the house they were renting in Georgetown. They've lived in a tent, in motel rooms paid for by private individuals and at the temporary shelter of Grace Place - and their housing situation is still unresolved.

"We've exhausted all our resources," said Mike. "Some people have helped us because of the children, but we've had to keep moving."

Mike has plans to send the children to his mother in Colorado or possibly to another family member in El Dorado County so that they have a stable place to live.

It is estimated that yearly there are 600,000 American families living in homelessness and 1.35 million children - a significant jump from 1995 when the total estimated number of homeless was 600,000 of which 68,000 were children, according to the National Alliance to End Homelessness.

The first ever actual count of the number of homeless in El Dorado County is being completed now, but it will suffer from the same challenges as all nationwide counts. Many homeless enter and leave homelessness several times during the course of a year and not all use services that participate in making a count. In a rural area where people might be living in cars and hidden campsites, a count is even more challenging.

"In the past year, we housed 2,000 beds, which is about 150 people," said Craig Klatt, pastor of the Camino Seventh-day

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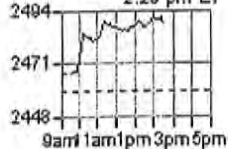
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NASDAQ Feb-14-2007  
 2:29 pm ET



Index	Last Trade	Change
NASDAQ	2490.35	30.47 ▲
SP 500	1458.23	11.97 ▲
Russ 2000	815.18	2.85 ▲
AMEX	2173.33	18.55 ▲
NYSE	9435.89	84.54 ▲
30 YR BOND	48.25	-0.76 ▼

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Adventist church, which houses people in the temporary shelter, Grace Place. "About 80 percent are men and 20 percent are women - mostly the chronically homeless with some who are temporarily displaced, and a few families."



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A discrepancy between two government definitions of homeless also interferes with an accurate count. Dee Cutter, family resource coordinator for Placerville Union School District, connects homeless and at-risk families with community resources to keep children stable and able to attend school.

The families Cutter works with as part of the McKinney-Vento Act aren't included in the Department of Housing and Urban Development's definition of homeless - families living in motels, cars, bus stations, trailer parks or who have "doubled up" by moving in with another family.

When children who are living in those situations or waiting to be placed in foster care are included in the count, the numbers go up significantly, said Cutter.

"We work as fast as we can to get help for the families because another move can set back the children's progress by three to four months. It can take a long time to get records if the families have moved a great deal."

Besides lack of housing, a host of multiple issues may need to be resolved before a family can be self-sufficient: Lack of financial management skills, employability, substance abuse, medical care, domestic violence and mental health issues are a few.

"There are so many issues to be resolved - like layers of an onion - that a lot of what I do is listening. I listen to what people believe will help them and what they think they need and I hear their stories, which gives me an idea of where to start," said Cutter.

Today, says Tracy, a single mother of an 8-year-old, her son wakes up in the same place every day. "We have food; I have a good job, a driver's license and insurance."

Two years ago Tracy had none of those things and from the time her son was 2 until he was almost 6, the two of them never knew where they would be sleeping from day to day.

"I'd wake up, call my mom and ask her to bring us something to eat and then take my son to school. While he was in school I never seemed to do anything that was worth anything. I couldn't stay on top of it," said Tracy. "After I picked him up from school we'd go to the park or the library near the park so he could have a place to do his homework. As it got dark I would start worrying about where we would stay that night."

Tracy and her son stayed with different friends and twice in emergency shelters.

"God always seemed to find some place for us," she said.

Despite a substance abuse problem, Tracy told her family she was doing all right. Nineteen months ago, tired of roaming around the cold, and dealing with the uncertainty of her life, she checked herself into a rehabilitation program in El

Dorado County.

Children without a home have higher rates of asthma, ear infections, stomach problems and speech problems. They experience more mental health issues such as depression, anxiety and withdrawal and are four times as likely to have delayed development, according to the National Coalition for the Homeless.

Families often disintegrate during periods of homelessness with children either removed and placed into foster care or sent to live with other family members. Families that try to stay together are sometimes separated at shelters, which may house men and women separately or by programs that serve only women and children.

"If it weren't for the program and the friends I've met through it, I wouldn't be here," said Tracy. "But you have to be ready for help and you have to really want to make a change, because it is a struggle. It's worth it, though, because when you are out on the street, dragging your kids behind you, they are learning from you and they'll follow your pattern."

*The third article in this four part series will look at the factors believed to be responsible for homelessness and the needs of the homeless.*

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### Out in the cold - Why do people become homeless?

*Editor's note - This third article in a four-part series on the homeless in El Dorado County explores the factors that create homelessness and the needs of the homeless.*



By Wendy Schultz, Democrat staff writer

Poverty and a lack of

POLICE WALK the difficult line between sympathy for the homeless and enforcing the law. See story "Out ..." Democrat photo by Krysten Kellum

affordable housing are the principal causes of homelessness, according to the National Coalition for the Homeless. The number of poor in the nation increased by 4.3 million from 2000 to 2004 and 35 percent of those living in poverty are children under 18, a significantly higher rate than any other age group.

Adverse childhood experiences, including physical or sexual abuse and placement in foster care or other institutions are strong predictors for future homelessness. Nationally, approximately half of all women and children experiencing homelessness are fleeing domestic violence, according to the National Coalition Against Domestic Violence.

Alcohol or drug abuse, incarceration chronic physical problems and mental health problems are other important factors in homelessness, with some 22 percent of the single homeless population suffering from some form of persistent mental illness.

"Housing is a continuous challenge in El Dorado County, both transitional and permanent. There just aren't enough resources," said Chris Kondo-Lister, Mental Health Services Act program manager for El Dorado County Mental Health

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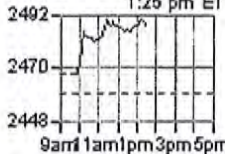
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SP 500	1454.40	10.14	▲
Russ 2000	816.42	3.99	▲
AMEX	2189.35	14.57	▲
NYSE	9424.71	73.36	▲
30 YR BOND	48.37	-0.64	▼

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Department.

Low income housing is rare in El Dorado County and without programs such as subsidized housing, families making the move from welfare to work may drift into homelessness. Rising home prices have put housing out of reach for many workers.



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"You need to make at least \$2,000 a month to be able to rent in El Dorado County," said Michael, homeless with a wife and two children. For the working poor - families earning less than 50 percent of the area's median income, which is \$54,000 - more than half of their monthly income is spent on rent and utilities and little is available for food and other necessities. These families are only an accident, illness or paycheck away from becoming homeless.

According to statistics from the U.S. Census Bureau and the National Low-Income Housing Coalition, a minimum wage worker would have to work more than 70 hours a week, 52 weeks per year, just to keep a family of four above the poverty line of \$18,810 a year and there are 3.5 million Americans work full-time all year long and still live below the poverty line.

"We serve about 3,000 meals a month," said Elly Kozlowski, 69, volunteer at the Upper Room Dining Hall. "Some of the people are homeless, but for others the daily meal we serve allows them to use what little money they have, especially towards the end of the month, for other necessities."

Employment opportunities and state and federal services are typically less available in rural communities than urban communities and the rural homeless are less likely to receive government assistance than urban homeless, according to Housing Assistance Council research associate Mark Kudlowitz. Grace Place, a collaboration of volunteers and local churches, is the only temporary shelter on the western slope of El Dorado County and there are waiting lists for the few transitional programs in the county.

"There is a lot of goodwill in this community, but only recently have people become aware of the plight of the homeless in our county. We struggle to get data on how many we have and what they need and it's a real challenge because there is a lack of services designed specifically to help the homeless," said Kondo-Lister. "Transportation is a huge problem."

Rural communities often have programs located in a number of places requiring transportation from one area to another and few sources for public transportation. Outreach and coordination of services is difficult as a result.

Advocacy and support to help the homeless navigate through the resources to the services they need is another important need and a wide range of service and support are needed. People who are homeless for the first time due to a single crisis may need simple remedies, such as rental assistance, while people with prolonged or repeated episodes of homelessness may need more support for a longer time.

"A lot of homeless don't know how to get the help they need and they get discouraged. There's so much red tape and it takes months to wade through the paperwork so they just give up. Then they drink and drink until they get lost in it and they just take whatever is thrown at them," said Tom, a homeless man from Chicago.

"There are no day shelters," said Michael, "No place to collect mail, make a phone call or store things. If you don't have anywhere to wait for a call back, how do you get a job?"

"Every situation is a little different and you feel for these people who are down on their luck," said Placerville Police Officer Chris Hefner, "but somewhere you have to draw the line between sympathy and enforcing the law. Maybe, if there were more shelters there wouldn't be these homeless camps."

*The final article in this four-part series identifies what can be done and what is being done in El Dorado County to help the homeless.*

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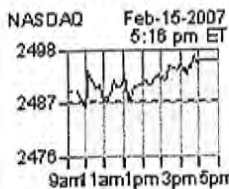
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AMEX	2168.14	-1.72 ▼
NYSE	9434.96	7.65 ▲
30 YR BOND	48.04	-0.22 ▼

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Feb. 15, 2007- Out in the cold, part 4 - What's being done to help homeless?

*Editor's note - This is the final article in the series about the homeless in El Dorado County.*

By Wendy Schultz, Democrat staff writer

Volunteers are the cornerstone of many of the programs that serve the homeless in El Dorado County and local involvement is one of the primary factors in any program that successfully combats homelessness.



KEEPING WARM at the Grace Place temporary shelter is Scott, 47, and his "Placerville Princess," Jazz. See story "Out ..."  
 Democrat photo by Krysten Kellum

"We are demonstrating what can be done without a lot of razzle and hassle," said Craig Klatt, pastor of United Outreach, a collaboration between four churches and private individuals that created Grace Place, the only temporary shelter for the homeless on the western slope of the county.

"We have about 33 people who have become employed and gotten permanent housing with the support of this low-key program and that's really encouraging," Klatt said.

Klatt's church, Camino Seventh-day Adventist, supplies the physical space for the shelter as well as volunteers, while Green Valley Community Church, Federated Church and Foothills United Methodist help supply money, leadership, and volunteers. The El Dorado Community Church brings food from the El Dorado

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County Food Bank. The shelter has been open four nights a week for 19 months.

"We do what needs to be done to get people out of the cold and the volunteers aren't churchy do-gooders. This is something they feel passionate about," said Klatt who believes that this is a chance for volunteers to expand and make a significant difference.

The most important factors in a successful program to help the homeless return to self-sufficiency, according to the National Alliance to End Homelessness are collaboration of organizations and pooling of resources, a continuum of care plan that addresses the many different aspects of homelessness, including affordable, permanent housing and employment, an actively involved community and education.

There are services to help the homeless in El Dorado County even though few are specifically designed to do so. Food banks and clothing closets abound. Volunteers staff the Upper Room, another resource for homeless and low income individuals, providing a free hot meal every day from 4-5:30 p.m.

The Housing Emergency Lodging Program has been providing both emergency lodging for the homeless for over 25 years and a transitional program to mentor families back into self-sufficiency. Both programs are run by volunteers from the community and funded by donations from private individuals and churches.

"It's a Band-Aid," said Pat, one volunteer with the emergency lodging program which served 241 families in 2006. "We can usually only house someone at one of the motels we work with for one or two nights before we hook them up with other resources, but we also give out gas vouchers and food vouchers to help. We see a lot of young women with children when the weather is extremely hot or cold and it's pitiful to think of them in those conditions."

The HELP House mentoring program has helped over 100 families achieve self-sufficiency in the 25 years the program has been running.

"Training in life skills is a mandatory part of our transitional program and we house three or four families a year for three to six months," said coordinator Judith Potor.

Green Valley Community Church runs Hope House, a year-long transitional program for women with children offering training in parenting, financial management, job skills, and other life skills.

"We've graduated four families in the 18 months it's been open," said Renee Evans, director of Hope House. "But more is needed for the homeless and we need to create awareness in our county. Grace Place is doing a great job, but it's hard to only be able to offer shelter four days a week."

Evans recently opened her own home to four homeless men in an effort to get more people off the street.

Every organization and government agency contacted in the course of this series of articles indicated a strong wish and need for collaboration.

"We've been meeting for the past 10 months - the faith based organizations, the community resources and police and local government - bringing all the

stakeholders we can to develop a strategic plan to serve the homeless in our community," said Joyce Aldrich, program manager for El Dorado County Human Services. Aldrich says a count of the homeless in El Dorado County should be completed by mid-February as one of the first steps of the plan.

"Gathering the information for the count has been a great community effort," said Aldrich.

The next step will be to apply for a Housing Management Information System grant to meet some of the requirements for federal funding and to continue to develop a continuum of care plan to organize and deliver housing and services to meet the needs of the homeless as they move to stable housing and maximum self-efficiency, including steps to prevent homelessness and a return to it.

"It's important for us to rally together to recognize and listen to families to find out what they need and to stop trying to suppose that we know what it is," said Dee Cutter, family resource coordinator for Placerville Union School District.

People can help by educating themselves and their children about the realities of homelessness. Volunteers to work in shelters, food banks, at the Upper Room for an evening or staff the HELP hotline are needed. Mentors for families in HELP's transitional program and advocates to help the homeless maneuver through completing paperwork required for services are needed. Donations of food, warm clothing, toiletries or funds to charitable organizations for the homeless are always appreciated.

But one of the most powerful ways to help is very small. All too often, eyes slide right past the homeless as if they didn't exist. Making eye contact; acknowledging our common humanity even though homelessness seems to have stripped it away, is one reaffirming way to make a difference. Formerly homeless, the on-site coordinator of Grace Place, said, "I love these guys. I've been one of them and what they need is respect and dignity."

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## Squatters find shelter at recovery center's future site

Susan Wood  
September 7, 2006

While planning a move in November, Sierra Recovery Center has attracted more than a costly construction budget and those seeking substance abuse assistance.

The South Lake Tahoe nonprofit organization has experienced a number of squatters at its future headquarters, the former Sandor Chateau Motel. People have been spotted setting up camp and evidence remains in the back units - including that of fires inside.

Evidence of squatters' presence is seen at the future site of Sierra Recovery Center, which is being remodeled. / Dan Thrift / Tahoe Daily Tribune



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"People were using the bathroom, and there's no water. It got bad," Executive Director Betsy Fedor said Wednesday.

This is a common practice for those who are down and out and need shelter, said police Chief Terry Daniels, who serves on the Recovery Center board.

The concern is a fire will get out of control like the one that burned much of the since-demolished Carousel Inn.

In the police department's periodic sweeps of homeless camps, the old motel site on Emerald Bay Road has made the list. It's a notoriety Fedor would rather not have, especially as she's trying to conduct an extensive remodeling job estimated to cost the nonprofit \$1 million. Its operating budget alone is a little more than that.

"I wouldn't do this again," she said.

Like the people it serves, Sierra Recovery Center has undergone its share of challenges over the last few years - buying the building, struggling with permit uses and dealing with construction rates. These have run about \$200,000 over budget with just the first phase, which covers the office space and outpatient programs in the front section of the building. The organization, which also runs three transitional houses, will have to borrow more money to finish off the first phase.

And now it's having to place deadbolts on its back doors, thereby scaring out the underserved in the community. Ironically, the second phase of the project involving the back section of the motel would eventually house those who want to advance their lives in a sober lifestyle.

"That's why we started the transitional housing," she said. "One of our basic needs is shelter."

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## Homeless teens couch surf while advocates hope for a shelter

Adam Jensen, [ajensen@tahoedailytribune.com](mailto:ajensen@tahoedailytribune.com)  
May 3, 2007

Just as the city of South Lake Tahoe blurs the line between rural and urban communities, the city's teen homeless population strikes an uneasy balance between temporary housing arrangements and true life on the streets.

"Couch surfers" are those without any other place to go, besides gracious accommodations from friends and families.

"I've couch surfed everywhere I've ever lived," said Logan Brennenman, a senior at Mt. Tallac High School. "It's a lot easier in Tahoe than anywhere else. If you have a lot of friends, you can almost always find a place to go."

While Brennenman spoke of an abundance of people willing to take in homeless teens, the web of friends and families isn't foolproof.

"I was having a lot of problems," said Sylvio Brochinni, a 17-year-old who couch surfed in Tahoe between the ages of 15 and 17, but recently moved to the Central Valley. "I would stay at my friend's house for a couple weeks, and then go to another friend's house for a couple weeks."



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Tahoe Youth & Family Services outreach coordinator Cheyanne Lane, right, and a youth advocate walk the casino corridor Saturday night. / Jim Grant / Tahoe Daily Tribune

Brochinni's network of friends' families couldn't always fill the teenager's housing demands, sometimes requiring him to camp out during Tahoe's winter months.

Such precarious housing is not an uncommon occurrence at the South Shore.

Cheyenne Lane, street outreach coordinator with Tahoe Youth and Family Services, said she knows between 50 and 60 children in South Lake Tahoe who are homeless, most of them meandering between the accommodations of acquaintances.

Although Lane does weekly outreach for homeless teens in the casino corridor through TYFS, she doesn't presume to know every homeless teen in town, and suspects the number is higher.

South Lake Tahoe Unified School District recorded 296 homeless teens enrolled in school during the 2005-2006 school year, according to a report in the Sacramento Bee.

"There is a multitude of reasons kids are doing what they're doing," said Lane.

Abuse, getting kicked out of a home, the death of a parent, parents leaving the area and a child wanting to stay, and parental incarceration are typical circumstances for the under-18 set who end up without stable

Circumstances have led Logan Brennenman, 18, to couch surf since the age of 16. / Jim Grant / Tahoe Daily Tribune



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accommodations.

"None of the kids I've helped have been homeless for frivolous reasons," said Kim Gayner, South Shore youth advocate. "If homelessness is a better choice, how bad must their home life be?"

Not all of the couch homeless become street homeless, but, without the barrier of a shelter in South Lake Tahoe, the division between the two can be brittlely thin.

"Identifying the couch-homeless is important because people are often couch-homeless before they become street-homeless," according to a recently-released study on the rates couch-homelessness, entitled the Hoback Report. "People in difficult situations can often find someone to stay with, but only for a limited time."



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Youth advocate Kim Gayner shelters homeless and transitional youths. / Jim Grant / Tahoe Daily Tribune

By the numbers

1.65- Percent of U.S. residents estimated to be couch homeless

4,975,559- Number U.S. residents estimated to be couch homeless

1.6- Percent of El Dorado county residents estimated to be couch homeless.

2,955- Number of El Dorado County residents estimated to be couch homeless

1.5- Percent of Douglas county residents estimated to be couch homeless.

699- Number of Douglas county residents estimated to be couch homeless.

Source: U.S. Census Bureau and the Hoback Report

Drop-in center slated for summer

With a proposal for a teen homeless shelter in South Lake Tahoe put on hold for another year, Tahoe Youth and Family Services hopes to have a drop-in center up and running early this summer.

State agencies invited TYFS to apply for a deferred loan given specially for the development of homeless shelters, but Youth and Family Service's focus on people under the age of 18 precluded the service from getting the needed funds.

"Eventually, we'd love to help 18 to 24 year olds, but right now we don't have any funding," said Alissa Nourse, executive director of Tahoe Youth and Family Services.

TYFS hopes to have the teen drop-in center up and running by July. The center will be housed in the TYFS's current building and will provide emergency items, Safeway cards and phone cards to homeless youth, according to Nourse.

The center may also provide a place for homeless youth to shower and access a computer to fill out job

applications and create resumes.

Hope for a true youth homeless shelter in Tahoe remains, but it looks as though it may take some time.

"Over the next year is when we'll really be doing a big push for funding directed towards the shelter," said Nourse.

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## Tahoe's homeless left out in the cold

Adam Jensen, [ajensen@tahodailytribune.com](mailto:ajensen@tahodailytribune.com)  
September 24, 2007

With winter's rapid approach, South Lake Tahoe's homeless face limited options when it comes to finding shelter.

In June, the board of directors for El Dorado County's lone homeless shelter, Camino-based Grace Place, made the decision not to re-open the facility this winter.

Operating for the past two years on a volunteer and donation basis, safety concerns prompted the closing of the center until funding for a fully trained and paid staff could be obtained.

"Demand on the program really outgrew a volunteer program. It needed to be a paid program to run an adequate shelter," said Raj Rambob, founder and former president of Grace Place's operator, United Outreach of El Dorado County. "Nobody realized how big the need actually was."

Initially intended to serve a local homeless population, the shelter, located for the past two years at the Seventh Day Adventist Church in Camino, has served over 300 individual guests with approximately 4,313 check-ins since March 2005, according to an Aug. 23 memorandum from Doug Nowka, Interim Director of the El Dorado County Department of Human Services.

"We have had guests from as far as South Lake Tahoe," Rambob said on Friday. "I think people would like to do their best to realize there isn't a problem. It's sometimes safer to act that there isn't one."

The El Dorado County Board of Supervisors approved \$42,000 earlier this month to cover operating costs of Grace Place, which typically operates four nights a week, from November through January.

Without further funding or donations, the shelter may have to shut its doors for the coldest months of winter, according to Rambob.

Federal funding for a homeless shelter in El Dorado County is still years away.

A plan outlining solutions to the homeless problem in the county, called a Continuum of Care, is pending approval, according to Joyce Aldrich, program manager for the county's Human Services Department.

Approval of the plan would make the county eligible for up to \$180,000 in U.S. Department of Housing and Urban Development for a shelter project, according to the August memo.

Authorization of the plan would make funds available after March 2009, Aldrich said.

While "really excited" at the prospect of a full-time shelter in South Lake Tahoe, Rambob said opening a chapter in

A woman makes a donation to a person in need. / Dan Thrift / Tribune file photo



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South Lake would require hiring a full-time director, a substantial expense for an organization still struggling to fund a single shelter.

Tahoe Youth & Family Services, based in South Lake Tahoe, opened a drop-in youth center for the homeless in July, but is also excited by the prospect of an overnight shelter at Tahoe.

Having obtained federal grants to maintain its current services, the non-profit can now direct resources toward obtaining funding for a full-time shelter, according to Alissa Nourse, executive director.

Nourse is searching for a house in South Lake Tahoe suitable for such a shelter.

The drop-in center is available to homeless people up to 24 years old. Food, laundry, showers, limited clothing, access to computers, and help obtaining birth certificates and Social Security cards are some of the services available at the center.

Because of the organization's focus on youth and families, the adult homeless of South Lake Tahoe may still be required to travel to the west slope or Carson City for overnight shelter from the typically harsh Tahoe winter.

Encompassing 38 beds between separate men's and women's facilities in Carson City, Friends in Service Helping (FISH) is the closest shelter to South Lake Tahoe.

"We do see an increase in the winter. We try not to turn anyone away because of capacity," said Jeff Fast, homeless services coordinator for the shelter. "There have been times when we have had to say, 'No, I'm sorry, we're full,' but those are pretty rare."

Who is homeless?

People remain homeless an average of eight months in the survey cities. Officials estimate that, on average, single men comprise 51 percent of the homeless population, families with children 30 percent, single women 17 percent and unaccompanied youth 2 percent. The homeless population is estimated to be 42 percent African-American, 39 percent white, 13 percent Hispanic, 4 percent Native American and 2 percent Asian. An average of 16 percent of homeless people is considered mentally ill; 26 percent are substance abusers. Thirteen percent are employed. Requests for assisted housing by low-income families and individuals increased in 86 percent of the cities during the last

-- How Many People Experience Homelessness?

NCH Fact Sheet #2

Published by the National Coalition for the Homeless, August 2007.

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[BACK](#) ←



## Homeless camps pose fire danger

Charles Sizemore  
September 24, 2007

As a summertime fire in the woods behind Raley's near Stateline illustrated, homeless camps on the South Shore pose a serious fire hazard. Although that particular fire burned only a quarter acre, with the dry conditions experienced in the basin over the summer, even a small fire has the potential to burn out of control.

Each year, the U.S. Forest Service responds to about 20 fires started at these impromptu camps, making up 15 percent to 20 percent of the total number of fires that the Forest Service puts out, according to Fuels Battalion Chief John Washington.

Sweeps of area forests are conducted by local agencies as well as the U.S. Forest Service.

The Douglas County Sheriff's Department conducted a sweep of the Nevada side of the forest behind Raley's following the fire on July 30. The Douglas County sweeps consist of four to six investigators picking a day for the sweep, and then conducting it, usually in the woods behind MontBleu Resort Casino and Spa, said Douglas County Sheriff's Sgt. Tom Mezzetta.

Douglas County has an ordinance against illegal camping on the books covering all of the Lake Tahoe Basin down to the Carson Valley - an ordinance that was drafted to combat the fire hazard the camps pose, Mezzetta said. Camping illegally is a misdemeanor offense, although Mezzetta said most offenders aren't cited but rather educated about the law and fire hazard and made to leave.

South Lake Tahoe Police Department has conducted sweeps in the past, usually once a year, according to Lt. David Stevenson. The sweeps are often multi-jurisdictional, involving the Douglas County sheriff's department, El Dorado County sheriff's department, the El Dorado County probation department and the South Lake Tahoe police department.

The South Lake Tahoe Police Department's main concerns are the areas behind Motel 6 near the "Y" and behind Raley's near Stateline. Also a concern is the area around Lake Tahoe Airport. Although the fire danger these camps pose is the biggest threat, there are also sanitation and health concerns, according to Stevenson.

"We don't want people living in the woods," Stevenson said.

Laura Clarke and Greg Knox, law enforcement officers for the U.S. Forest Service Lake Tahoe Basin Management Unit, conduct regular sweeps of Forest Service land looking for illegal camps. Knox is a K9 handler, so the two will hike with the dog through areas thought to be likely to have homeless camps.

"Transients are living, not camping," Clarke said.

Clarke cited fire hazard as the No. 1 concern of the Forest Service in eliminating the camps, but said that

An illegal campsite was set up in the forest near Stateline. / Jim Grant / Tahoe Daily Tribune



[Click to Enlarge](#)

camping in meadows and not properly disposing of human waste are other concerns raised by the illegal camps.

Many of the people they find, especially on the North Shore, are day laborers, said Clarke. They don't have anywhere else to stay, as there is no YMCA where a seasonal laborer can stay for several months, no homeless shelters or barracks in the area.

"I really feel for some of these people," Clarke said. However, the Forest Service has to address the fire danger that these camps pose to the basin community.

It seems that until the surrounding communities provide alternatives for the homeless, the problem is going to persist.

"Using public lands for residence is not the answer," Clarke said.

This summer's devastating Angora fire is believed to have been caused by an illegal fire at a recreational campsite, and not by a homeless camp, said Clarke.

The Forest Service, while knowing certain areas to be especially likely to become home to illegal camps, relies heavily upon the public for information regarding the location of illegal campsites. If you see or know of an illegal campsite, contact the USFS Camino dispatch at (530) 642-5170.

#### Fire danger isn't over

Precipitation similar to what was received last week and over the weekend will moderate hazardous fire conditions for a few days after a storm, but it may be premature to say this summer's fire threat has passed, according to Rex Norman, spokesman for the U.S. Forest Service.

"We could be back into dry, windy, warmer conditions soon," Norman said Friday. "Historically September and October have been the most active period for wildfires."

- Adam Jensen

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[BACK](#) ←



Successful Tahoe mental health program to continue despite budget cuts

Noel Stack, Mountain Democrat  
October 3, 2007

PLACERVILLE — Gov. Arnold Schwarzenegger's blue pencil nearly erased a mental health program in Tahoe that is considered a shining star.

With a 99 percent success rate in getting mentally ill people off the street, the Tahoe Opportunity Project helped hundreds of homeless people rebuild their lives, gain employment and find a sense of self-worth.

But the signed 2007-08 budget cut the lifeline. AB 2034 funding has been eliminated; \$733,440 gone. El Dorado County Supervisor Norma Santiago called the action a "punishment for good behavior."□

"My gosh, it's so successful. Why don't we stop the funding?"□ Santiago marveled at the governor's action.

But rather than throw their hands up at the misfortune, county Mental Health Director John Bachman and staff made a plan: they have 51 people enrolled in TOP and thanks to rollover money no one gets left behind this fiscal year.

"We're going to work toward self-sufficiency for those five individuals,"□ Bachman said.

For 2008-09 things will change in Tahoe, but not entirely.

On the West Slope, Mental Health operates a program called Prospect Place. Modeled after TOP it also brings together resources for the homeless mentally ill, Bachman explained. Next year, TOP is out and Prospect Place will expand to Tahoe and take its place.

As Shakespeare put it "What's in a name? That which we call a rose by any other name would smell as sweet."□

The reason behind the program switch is simple: funding.

The Mental Health Services Act, a voter approved initiative, allows mental health departments to use this new stream of cash only for new programs and program expansions, Bachman said. The money can't be used to fund existing programs.

MHSA money is coming in at a "rapid clip,□ while traditional funding for other mental health programs has flat-lined," Bachman said. The demand for mental health services outpaces any funding, he added.

Next year, Santiago said, it's just a matter of transition to ensure that services to the clients in need continue.

Prospect Place provides homeless mentally ill clients with psychiatric services, life skills training, substance abuse treatment (in- and out-patient) and services to keep the mentally ill out of jail.

The treatment and services offered, whether they be through TOP or Prospect Place, reduces jail recidivism,□ Bachman said, explaining that about half of TOP's clients were referred to the Mental Health program after finding themselves a part of the judicial system.

“We’re not talking about serious crimes and felonies here,□” Bachman said, explaining that many were arrested for things like petty theft because they couldn’t afford what they needed.

Many in the judicial community support Mental Health’s position to keep TOP’s funding because they recognized its success, Bachman said. With a name change and a few tweaks, that success has a chance to continue.

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[BACK](#) ↩





Police continue investigation of dead body found in meadow: Man who lives nearby thinks it may be homeless woman

Jeff Munson, [jmunson@tahoedailytribune.com](mailto:jmunson@tahoedailytribune.com)  
October 15, 2007

A man who lives behind Barton Meadows in South Lake Tahoe thinks the remains of a body discovered there Thursday night might be those of a homeless woman he's often seen.

Scott Ludovissy, who lives on Helen Street in South Lake Tahoe, said he has seen a woman, whom he described as blond, between 50 and 60 years old, in the meadow. The last time he saw her was Tuesday night when he was walking his dog.

Jonah M. Kessel /  
Tahoe Daily Tribune /  
Lt. Martin Hale of the  
South Lake Tahoe  
Police Department  
peers into a thick  
bush in the meadow  
behind Grocery  
Outlet Friday  
afternoon. Hale and  
the South Lake Tahoe  
Police Department  
found the remains of a body disturbed by coyotes  
Thursday night.



[Click to Enlarge](#)



[Click to Enlarge](#)

Jonah M. Kessel / Tahoe Daily Tribune / Duke, a three-year-old Belgian malinois, runs through the meadow behind Grocery Outlet Friday afternoon, helping the South Lake Tahoe Police Department find evidence after a body was discovered in the meadow Thursday night. The remains of the body had been disturbed by coyotes.

Ludovissy said he had sometimes seen the woman with a man, and often sees homeless people in the meadow as his home backs up to it.

"I've seen her a lot, mostly over the summer, but I've seen her a couple times lately. She was sometimes with this other guy and she would carry garbage bags full of blankets and stuff," Ludovissy said Friday.

On Tuesday night Ludovissy said he was walking his dog and saw the woman with the garbage bags. She appeared to be stumbling, he said. Later Tuesday it snowed and he didn't think anything of it until he saw police scouring the meadow Thursday night.

Police used metal detectors and dogs to investigate the remains of the body that was discovered by a person walking in the meadow.

Just before 6 p.m. Thursday, an area resident was walking with family through the Barton Meadow behind the Grocery Outlet when he spotted the human remains, said Lt. Martin Hale of the South Lake Tahoe Police Department.

The witness notified police, and responding officers confirmed the remains were that of a human being, Hale said. The remains had been disturbed by coyotes, according to officers at the scene on Friday.

Because of the condition of the body, no determination as to identification or gender has been made. Further investigation will be completed to determine how long the body has been in the meadow and what the cause of death was, Hale said.

Investigators are hopeful that DNA and forensic testing conducted by the

crime lab and the Sacramento County Coroner's Office will provide more details in the case.

Anyone with information concerning this person or related information is asked to contact Detective David Allen at the South Lake Tahoe Police Department at (530) 542-6134.

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FRIDAY, AUGUST 24, 2007 \*\*

## Shelter: Financial help sought to hire, train staff for program

▶ FROM PAGE B1

As word spread, and trust grew, far more homeless guests than expected showed up to take advantage of free snacks and warm beds.

And the all-volunteer staff was ill-equipped to meet the needs of many of those guests, particularly those who suffered from severe mental illness or drug addiction.

Board members became concerned that somebody could be harmed on their watch. They decided they needed to regroup.

"If something were to go wrong, we don't have any training," said Raj Rambob, a local real estate agent who is one of Grace Place's founders.

According to a statement released earlier this summer by United Outreach, Grace Place was started in March 2005 as a grass-roots program to serve between 10 and 20 local homeless people. But by 2006, the organization was serving 179 individuals, who checked into the shelter a total of 2,434 times. In the first four months of 2007, 99 homeless guests had already visited 1,479 times.

Rambob said the shelter had been taking referrals from mental health workers, sheriff's deputies and emergency rooms as far away as South Lake Tahoe.

Reuben Jessop, a board member of United Outreach, said the organization's volunteers remain very committed to reopening the shelter.

"None of us wants to see this stop," he said. But this time, they want to do it right - with full-time paid staff members on hand to provide appropriate support to homeless guests.

He said local community organizations have a number of fundraisers planned for the fall, and county officials are helping them locate grants for which they can apply.

"They've been incredible supporters," he said.

This year, for the first time, county staff developed a "continuum of care" plan - a comprehensive program to address homelessness in the county. They hope creating the new plan will eventually make them eligible for federal homeless funds to help shelters like Grace Place.

"They're such a benefit to this community," said Joyce Aldrich, program manager for the county's Human Services Department.

In recent years, governments of the foothills counties of El Dorado and Placer drew criticism after homeless residents were deposited on sidewalks in front of Sacramento service providers. Residents in both counties have since taken strides to care for their homeless.

In Placer County, a group of citizens came together four years ago to found the Gathering Inn, a shelter that rotates among churches during fall and winter. Suzi deFosset, the shelter's executive director, said the program has nine paid staff, including herself.

The shelter also coordinates with Placer County, which provides mental health and public health services, including tuberculosis testing.

"If we didn't have that then we probably would feel overwhelmed just like El Dorado," deFosset said.

Rambob and others have a "desperate concern" that El Dorado County's sole homeless shelter re-open by winter.

"Usually it doesn't get drastically cold until after the new year," he said. "But, then again, I haven't spent the winter outside."

The Bee's Jocelyn Wiener can be reached at (916) 321-1967 or [jwiener@sacbee.com](mailto:jwiener@sacbee.com).

Eric Allen



Sacramento Bee/Randall Benton Engineering and Sciences.



## Need swamps foothill shelter for homeless

By Jocelyn Wiener  
BEE STAFF WRITER

Faced with an onslaught of need that overwhelmed their all-volunteer staff, board members of El Dorado County's sole homeless shelter say they may have to keep the doors shut this winter.

Organizers of the Grace Place shelter, which opened 2 1/2 years ago, intended to close the shelter for the summer months but decided they couldn't re-open - and operate safely - without hiring trained staff.

Now, shelter organizers are scrambling to come up with \$84,000 to hire staff and reopen the shelter for the coldest months of the year, starting Nov. 1. With \$10,000 in the bank, they recognize they have a way to go.

County Supervisor Helen Baumann said she placed an item on next Tuesday's board agenda that would ask the county to come up with the necessary funding to keep the shelter open this winter.

"They've made such great progress in this area," she said. "We don't want to take a step back."

Two factors contributed to the decision by the board of the nonprofit United Outreach of El Dorado County to temporarily close Grace Place. ▶ SHELTER, Page B4

improve academic perform  
The conference aims to  
parent involvement boost  
determine use sources and in

Frank Orvedo, deputy city  
manager, told the council that  
other area jurisdictions provid  
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papers in an apartment complex  
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A man got into the unlocked  
car and attempted to drive  
away, but the owner chased



ARTS  
& CO.



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# METRO

AY, AUGUST 24, 2007 \*\*

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## Charges dropped



Chan, 14, eyes a solar-powered

### New school, Sept. 4, aim struggling

By Kim M  
BEE STAFF

Nick Mamola's voice speaker as he tested within the Challenge "Mission Control, this is ing communications check breathed into the microphone."

Fortunately, Houston, th In T-minus 10 ... 9 ... 8 ... his classmates were headed mission: send a probe to ga the comet Halley.

So, Mission Control reall students just a couple of wa hadn't just blasted off from were sitting in a museum of Nevertheless, incoming stu School of Engineering and S mento City Unified School D Thursday of how their schoc apply in real life.

In addition to practicing n technology, the students als cating, problem-solving, der

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Eric Allen

## Drug

counter tampering and reduced stocks kept on ambulances, according to a July 26 memo and an Aug. 2 internal directive, both written by Hansen.

Cosumes took the steps after discovering that morphine had been taken, according to internal district documents obtained under the Public Records Act.

District spokesman Steve Capps declined to reveal the amount of drugs stolen, citing the ongoing ► MORPHINE, Page B5

## Need swamps foothill shelter for homeless

By Jocelyn Wiener  
BEE STAFF WRITER

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► SHELTER, Page B4



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## Nowhere to go

### Amid the glitter of casinos, life's misfortunes conspire against south Tahoe's homeless youths

**By Jocelyn Wiener - Bee Staff Writer**

**Published 12:00 am PST Sunday, February 18, 2007**

SOUTH LAKE TAHOE - On weekend nights, Cheyanne Lane enters the underbelly of the glitzy casino strip at the edge of this mountain city. In the arcades downstairs from the slots and roulette tables, she seeks out children who need her.

Lane, a 29-year-old outreach worker for Tahoe Youth & Family Services, knows the secrets of South Lake Tahoe's invisible homeless kids: working parents crowding families into dingy, \$800-a-month motel rooms, teens moving from one sofa to the next, older men lurking in arcades with promises of drugs and warm rooms.

In a community with few safe gathering spots, those arcades are a place of pseudo-refuge where the kids try to blend in.

Lane offers them a listening ear and a crisis line number where they can talk to a counselor 24 hours a day. She's acutely aware of all that she can't provide them.

In the region's least hospitable, most touristed climate, a set of unlucky circumstances conspires against hundreds of homeless youths.

Housing prices are high. Wages are low. Alcohol and drug problems are prevalent.

At the same time, middle-class families that traditionally provided foster care have largely moved "off the hill" to cheaper houses. The vacation home owners who replaced them rarely donate to local organizations.

Perhaps most worrisome, children's advocates and educators say, the city has no homeless shelter.

Says Lane: "It's hard to be homeless in this town."

Last year, Tahoe Youth & Family Services applied for a \$1 million Emergency Housing Assistance grant from the state to buy an old motel and convert it into a shelter and drop-in center, where kids in crisis could eat, shower and talk to counselors. The state turned them down because they didn't meet the criteria.

A shelter would make things easier, teens like 17-year-old Sylvio Brocchini and 16-year-old Karissa Duarte tell Lane.

Brocchini ran away from his mother's place in Chico to come back to South Lake Tahoe, his childhood home. He spent two years surfing from one friend's couch to the next. Occasionally, when there wasn't snow on the ground, he camped out.

For a while, Duarte shared a small motel room with her mom, her mom's boyfriend and his 12-year-old son. She slept on the floor, in a nest of blankets. There was no privacy. Sometimes she fought with her mother, who paid for the room with her wages from Horizon Casino. Duarte didn't want to be a burden. So she moved out.

The city of South Lake Tahoe and El Dorado County rely heavily on Tahoe Youth & Family Services to help kids like Brocchini and Duarte.

The county allocates \$34,000 each year to the nonprofit to work with runaways, said Alissa Nourse, the organization's director. That amount is crucial, she said, but has not increased in six years. The agency also gets money from the federal government, private donations, foundation grants and from the county for other programs.

Officials said they had banked on Family Services getting the state grant to build a children's shelter and drop-in center.

County supervisor Norma Santiago, who represents the South Lake Tahoe area, said the housing crisis and better documentation of homeless kids in the county has brought the issue into stark relief in recent years.

"We're committed to trying to find how we can address the needs of those young people," she said.

El Dorado County is developing a "continuum of care," a comprehensive plan to address homelessness in the county. Such a plan could qualify the county for U.S. Department of Housing and Urban Development money for homeless programs.

Before this year, El Dorado County had not completed the necessary steps to access those funds.

"Perhaps it is that we see the need more now," said Joyce Aldrich, housing and work force development manager for the county's Human Services Department.

South Lake Tahoe's police chief, Terry Daniels, sees teen homelessness as an emerging problem.

"It disturbs the heck out of me," he said. "I want to find out what we can do to reach out to the kids and get them into the programs that they need."

The problem is exacerbated as year-round, middle-class residents move away, taking sales tax revenues and charitable donations with them, said the city's mayor, Kathay Lovell.

City officials say 70 percent of the city's housing is now owned by second homeowners.

"The gap is widening," Nourse said.

The city's foster agencies are struggling to recruit enough families to meet local need. Patty Moley, the county's Child Protective Services program manager for South Lake Tahoe, estimates there are 15 to 20 foster families in the city.

The city's transformation into a largely resort community can be seen in the enrollment numbers at Lake Tahoe Unified School District. Last year there were 4,520 students, compared with 5,978 in 1996-97.

While the number of school kids overall is shrinking, the number of homeless children in the schools is increasing. In 2004-05, the district recorded 225 homeless children; last year, there were 296. Halfway through this school year, they've recorded 286. One out of every two homeless kids in El Dorado County lives in South Lake Tahoe, according to school districts' figures.

Advocates believe those numbers are low. South Lake Tahoe's homeless youth are all but invisible. For fear of being caught in a child protection system -- which they believe will ship them to out-of-town foster families -- many steer clear of schools and services.

Many of the homeless teens who go to school are enrolled at the city's continuation high school, Mt. Tallac, which has flexible hours and compassionate staffers. Five years ago, the school had seven students. Today it has 105.

All of the students at Mt. Tallac depend on free or reduced-price breakfasts and lunches. Many of their parents work multiple jobs, including night shifts at the casinos. Teens and their younger siblings are often left unsupervised.

To help pay high monthly rents and other bills, about 70 percent of Mt. Tallac's students work, 30 percent full-time.

Substance abuse is a major problem in a community with a 24-hour party culture, according to Shannon Norrgard, a detective with the South Lake Tahoe Police Department. Parents get swallowed in addiction; their kids sometimes follow.

One Thursday morning earlier this month, Erin Wagner, a red-headed senior with a month-old son and a job at Arby's, worked on a computer in the office of Susan Baker, the school district's alternative education director. On the wall above Wagner, someone had posted a hand-lettered message: "What does not destroy me makes me stronger."

Until she was taken in by a trusted adult two months ago, Wagner spent much of her childhood staying with her father in tents and cars and on strangers' sofas. Her father worked as a chef, she said, but would blow his paycheck at the casinos.

"Having a house, that would have made things easier," Wagner said with an ironic laugh.

Without a shelter, local advocates and school, city and county officials have taken some unconventional steps to protect children. A few members of the community, including Baker, have opened their homes to homeless kids. Norrgard, of the police department, offers self-defense classes to help runaway girls ward off sexual assaults.

School officials and child advocates say one homeless 17-year-old boy -- who already was on probation -- was placed in juvenile hall for three days for his own protection. He hadn't committed any recent crimes, Baker said.

"That was the only safe place we could find for him," she said.

Joe Warchol, the county's chief probation officer, would not confirm the placement.

No one in the city or county believes such stopgap responses meet the needs of Tahoe's homeless children. Some, like Lane, are struggling to figure out what will.

Lane herself was once a homeless teen surfing couches in South Lake Tahoe and across the country. After six years, an outreach worker helped her get a job and a place to live.

One mild Friday night earlier this month, Lane and four teenaged girls gathered at Horizon Casino. It was 8 p.m., and tourists were assembling at slot machines and blackjack tables. Lane's group had filled their pockets with condoms and slips of paper advertising Family Services' crisis hot line. If they couldn't offer a place to sleep, they could at least tell kids what resources do exist.

They wound their way through the casino's arcade, then down the street to Harvey's. They concentrated on small groups of shaggy-haired boys and girls in tight jeans.

They hit the movie theaters, the skating rink, the air hockey tables. They avoided anyone bundled up and enthusiastic-looking -- the marks of tourist kids.

The girls who work with Lane are all painfully aware of the specter of homelessness hovering over their city. Nineteen-year-old Kathy Martinez's mother gets her hair cut by a woman who lives in a motel room. She knows a 13-year-old girl who is constantly running away.

"I think they get lost," she said.

By 9 p.m. Lane's crew had handed out all the condoms and 30 slips of paper. Lane guessed half of the papers would end up on the ground. Others would be tucked into wallets for future reference.

Some kids will call. She'll offer them what she can.

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Sacbee: News

## Under fire for lack of shelter El Dorado sent woman on 101-mile cab ride to Loaves & Fishes.

December 17, 2005  
Section: MAIN NEWS  
Page: A1

By Jocelyn Wiener

Bee Staff Writer

--The woman arrived in Sacramento by taxi Tuesday morning, her skin yellowish from cirrhosis, her legs wobbly from a fresh pint of alcohol. She got out in front of Loaves & Fishes, carrying papers from the South Lake Tahoe hospital that paid her fare.

She sat weeping in the director's office, unaware that her 101-mile cab ride - out of one county and into another - would expose a deep concern:

With no full-time **homeless** shelter in **El Dorado County**, who would take responsibility for sheltering a woman too weak and unstable to survive on South Lake Tahoe's freezing streets?

Sacramento **homeless** advocates protested that **El Dorado County's** leaders were shirking their duty to protect their most vulnerable. Barton Memorial Hospital officials blamed a lack of motel vouchers or a full-time shelter. County officials pointed to a shortage of state and federal funds and said a grass-roots effort among citizens would open a full-time shelter soon.

By Thursday, the 53-year-old woman who Loaves & Fishes staff said was submerged in the end stages of alcoholism had again slipped through the cracks.

Connie Frank, co-director of Maryhouse, a sanctuary for women at the Loaves & Fishes **homeless** services complex, said the woman arrived around 11 a.m. Tuesday. She emerged from the cab so sick and intoxicated, Frank said, she could hardly walk. The Bee was unable to contact the woman and has chosen not to identify her because of her medical condition.

Frank said the woman had a stack of papers filled out by a social worker at Barton Memorial Hospital, explaining that the hospital could not find any openings in residential alcohol treatment programs, nor could it cover the cost of a local motel.

"Supervisor directed that I explore sending (her) to a **homeless** shelter in Sacramento," the hospital social worker wrote.

The woman also had come to Loaves & Fishes with a copy of a letter dated Dec. 5 - her 53rd birthday - informing her that she would no longer receive medical care at the Barton Community Clinic, Frank said. She also had nine unfilled prescriptions, Frank said, one of them for the pain medication Vicodin. The unfilled prescriptions particularly infuriated Frank. She said the woman, an **El Dorado County** resident who depends on Medi-Cal, would have difficulty filling them in Sacramento County.

"That's just deplorable," she said. Hospital staff did not return repeated follow-up calls for comment on this point.

The woman sat down at Frank's desk and burst into tears. She was dying from alcoholism, she said.

"I have no one," Frank recalls her saying. "I have no one."

The woman told Frank she had persuaded the taxi driver to take her to a store, where she had purchased a pint of alcohol. Barton Memorial officials say they had instructed the driver not to stop en route to Loaves & Fishes.

Staff at Maryhouse called police, who transported the woman to an alcohol treatment center run by Volunteers of America. The woman left her prescriptions with Frank for safekeeping. Frank told Tim Brown, the executive director of Loaves & Fishes, what had happened. She was angry that **El Dorado County** seemed to be shipping its social problems to Sacramento. Brown was angry, too. He called Barton Memorial.

"I see it as an egregious dumping of this client," he explained, later.

The hospital staff saw it differently. They had admitted the woman Dec. 5 and treated her until she was medically cleared to leave. Upon releasing her eight days later, they said they didn't want to kick her onto the freezing streets of South Lake Tahoe. The woman was medically cleared and wasn't complying with various rehab programs, they said. They also said the woman had expressed a desire to be nearer to her father, who is in an Alzheimer's facility "somewhere in Sacramento."

After investigating, the hospital social worker thought sending the woman to Loaves & Fishes, where she could apply for a bed in the winter shelter, seemed to be the best option.

"We don't just dump somebody on the street," said Kathryn Biasotti, director of quality and risk management at Barton Memorial. But the county didn't have resources to help pay for a motel room, she said, and there is no full-time **homeless** shelter in **El Dorado County**, nor anywhere near South Lake Tahoe. And there's not enough money for programs to treat the mental health and substance abuse problems that often go hand-in-hand with homelessness.

"There's just lack of funding for services," she said.

John Litwinovich, the director of human services for **El Dorado County**, said the county provides "extensive services" with extremely limited resources. The county had worked extensively with the woman, trying to help her deal with her problems and find stable housing, he said, citing confidentiality concerns for not providing details.

"It's difficult in a rural county to come up with the kind of funding that is needed to provide shelter for people," he said. Rural counties have a hard time competing for state and federal funding, he said. The county occasionally has funding to provide motel vouchers to the **homeless**, he said, but doesn't have those vouchers now.

In Placerville, on the western slope of **El Dorado County**, local residents have begun putting together a shelter program on their own initiative. As of this month, they operate in a church gymnasium three nights a week. The county has not been involved thus far, though Litwinovich said he would be interested in helping them apply for federal grants.

"If the question is: Should we be putting people on a bus or in a taxi as a means of making a problem go away?" Litwinovich said. "No, we should not be doing that at all."

But some of those who work with **El Dorado County's** poorest residents say there's been a lack of political will to help the local **homeless**.

"Our county has really ignored the situation, as far as I'm concerned," said Bev Van Meurs, chairwoman of the Placerville-area Salvation Army Committee, and a member of the committee devoted to starting up the church-based shelter.

Last Christmas, Raj Rambob, a real estate agent, and his wife, a high school English teacher, decided to open the shelter. The couple had been looking to volunteer with a **homeless** organization in Placerville, but couldn't find one.

"I think there's been a sentiment that if we don't acknowledge there's a problem, it will go away," he added.

Rambob is looking to Placer County for guidance.

Two years ago, Placer County didn't have a **homeless** shelter, either. Then, in December 2003, a Placer County social worker dropped an elderly man with one eye and fused-together fingers in front of Loaves & Fishes. He had discharge papers from a locked psychiatric facility. Tim Brown got angry. He made some phone calls. Soon after, a group of Placer County citizens rolled into action.

"We thought it was scandalous, you know?" said Bill Boudier, a longtime **homeless** advocate who is now the executive director of The Gathering Inn **homeless** shelter. Boudier and his cohorts work closely with city and county agencies that provide help for people with mental illness and physical disabilities. They also work with churches, private individuals and local corporations.

"Well, it's all of us," Boudier said. "We're all responsible."

Since the shelter opened last year, Loaves & Fishes officials say they have seen a significant decline in the number of clients being sent by Placer County.

"Placer County was a big offender," Connie Frank said.

Frank didn't see anyone taking responsibility for the 53-year-old **EI Dorado County** woman. So she was preparing to do what she could to help her.

The woman was so sick, Frank said, that she expected her to die in Sacramento County. She planned to check on the woman a few days after sending her to detox.

Frank was alarmed to find out from staff that the woman had already left the detox center. Less than two days after her arrival in Sacramento, she had disappeared.

"Oh, my word," Frank said, when she heard. "Here's the real kicker. She went without her prescriptions."

The Bee's Jocelyn Wiener can be reached at (916) 321-1967 or [jwiener@sacbee.com](mailto:jwiener@sacbee.com).

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Sacbee: News

## Efforts grow for homeless shelter El Dorado County church opens a part-time facility.

December 27, 2005

Section: METRO

Page: B1

By Jocelyn Wiener

Bee Staff Writer

--To survive a winter in the foothills of **El Dorado County** - assuming you don't have a house to sleep in - you need a sturdy tent, some insulation, blankets and a dog to curl up on your feet. You need to keep your head down so the police don't move you along, and you ought to try to keep your hiding spot a secret.

So say those who know.

"Third bush from the left, or under a bridge in the rain," said 24-year-old Dustin Pearson, who has been on and off the streets in the Placerville area for the past couple of months.

Alternatively, he and other **homeless** people say, a full-time emergency shelter would be nice.

In the past several months, some of their housed neighbors have started working to get them one.

On Dec. 15, Barton Memorial Hospital in South Lake Tahoe sent a **homeless** woman on a 101-mile taxi ride from **El Dorado County** to Sacramento's Loaves & Fishes **homeless** services complex. Tim Brown, executive director of Loaves & Fishes, called it "an egregious dumping." The hospital denied that charge and said that - with no nearby **homeless** shelter - putting the woman in a taxi was their best option.

In the days since, the woman reappeared in **El Dorado County**. Hospital and county officials said she was readmitted to the hospital, then discharged within the county. South Lake Tahoe county jail records show she was arrested and booked there last Tuesday. She was put in custody for public drunkenness and several violations of probation for public drunkenness.

The outcry generated by her long taxi ride has led to a conversation among some residents and officials in the county.

For all their disagreement, most of the agencies involved seemed to agree on one thing:

**El Dorado County** ought to have a full-time **homeless** shelter.

Thanks to a decision made by a group of eight friends last Christmas, that may happen.

Under the leadership of Raj Rambob, a local Realtor, his high school English teacher wife, Bonnie, and six of their friends, the Seventh-day Adventist Church in Camino has opened its gymnasium to the **homeless** a few

nights each week.

Last Tuesday, as thunderstorm warnings interrupted radio broadcasts in Placerville, 18 people took refuge in the church gym. A stack of clean, folded sheets was placed on each of the 20 blue mattresses laid out along the shuffleboard courts. Volunteers bustled about the brightly lit kitchen, preparing trays of hot peanut butter cookies and deviled eggs. A few of their children joined Pearson, a guest at the shelter, in a game of basketball.

"We're here because it's a place to come when you have nowhere else to go," said 46-year-old Scott Farrell, who has been coming to the Grace Place shelter with his dog, Jazz, almost every night since it opened last March. Farrell has been **homeless** for a few years. Every day, he collects cans out of trash bins to earn enough money for a beer and some dog food.

He thinks Rambob is wonderful.

Last Christmas, Rambob and his wife decided to volunteer at a **homeless** shelter. They found out the county didn't have one.

"I was shocked," Rambob said. "I was absolutely shocked."

Soon after, Rambob said, his wife had a dream and woke up convinced they needed to do something about it.

They asked a group of their friends for help.

For the first nine months, they hosted a shelter in the church every Friday night. Starting this month, they added Tuesdays and Sundays. Rambob believes the community will cover five nights a week by the end of January. Since the **homeless** woman's long taxi ride last week, he's gotten several more calls from people eager to help, including a call from a few county workers. By March, Rambob hopes to be able to shelter the county's **homeless** 365 nights a year.

"We have no one to blame for inaction but ourselves," he said.

Rambob thinks the fact that the shelter is volunteer-driven helps ensure a friendly, humane environment for the shelter's guests. He himself recently read them the novel "Life of Pi" from start to finish. Farrell borrowed it afterward.

Rambob said he'd love to collaborate with the county and perhaps open a day facility where **homeless** people can get counseling and medical screening, and attend Alcoholics Anonymous meetings.

County officials say they are looking into whether and how they might address the lack of a full-time shelter in the county.

John Litwinovich, the director of human services for **El Dorado County**, emphasized that the county provides a large number of services to prevent homelessness and often cares for people who come from elsewhere.

"This does not change the fact that we need shelter facilities," he added.

Litwinovich says he would have disagreed with Barton Hospital's decision to send the **homeless** woman out of the county, because the county had been - and continues to be - working with her extensively. He doesn't want the larger issue of homelessness to get lost in a story about two counties battling with each other - "I don't see any bad guys in this picture," he said.

Barton Memorial Hospital officials sent out a news release last Tuesday emphasizing that the lack of a shelter in the county had contributed to their decision to send the woman to Sacramento.

"This is not a case of patient dumping," the release said. "The issue is the unavailability of a **homeless** shelter in **El Dorado County**."

A hospital spokeswoman said she could not comment on whether there was a need for shelter in the county, only that it was unavailable.

Brown, at Loaves & Fishes in Sacramento, was clear about the need.

"It's every county's responsibility to have basic emergency shelter," he said. "There's basically no excuse for not having it."

Rambob said he believes the incident has helped heighten awareness of the problem of homelessness in the community - and hopes that awareness will continue.

The guests at Grace Place know a lot about the problem already. Being **homeless** in a small community can be easier, they say, because everyone knows everyone else, and you find out fast if anybody's a bad seed.

"I'd be scared to death to do this in Sacramento; people, you don't know them," said Evelyn Scotto, a 51-year-old with rosy cheeks who says she washes dishes at a local fish restaurant four nights a week. If her boyfriend doesn't come by with his motor home to pick her up after work, she curls up on the street.

People in the county aren't necessarily welcoming of the **homeless**, she said, but "they're more tolerant here."

At 8 p.m. on her first night at the Grace Place shelter, she was already tucked under a blanket reading a Danielle Steele novel.

"I'm impressed," she said. "I mean, this is great."

"Look at (this)," she added, pulling down a corner of her blanket. "We even have sheets."

Across the room, Pearson was explaining his pattern of couch surfing, camping and staying in the shelter. A lot of people, he said, are too proud to admit they are **homeless**.

"I'm not really **homeless**," he said. "I'm just ..." He paused.

"Houseless," suggested Dan Harger, a tree service owner and minister who volunteers with the shelter.

"Yeah."

"You need a little extra work?" Harger asked.

Pearson's eyes lit up.

"Always."

Harger handed Pearson a card for Harger Tree Service and told him to call. Pearson said he would, soon. The smell of fresh-baked cookies wafted across the gymnasium.

"These people care," Pearson said.

The Bee's Jocelyn Wiener can be reached at (916) 321-1967 or [jwiener@sacbee.com](mailto:jwiener@sacbee.com).

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**United Outreach of El Dorado County  
Grace Place Emergency Shelter**

<b>Annual Data</b>	<b>2005<sup>1</sup></b>	<b>2006<sup>2</sup></b>	<b>2007</b>	<b>2008<sup>3</sup></b>	<b>Totals</b>
Months of Operation		Jan-Dec	Jan-April	Nov - April	
Nights Open	-	177	79	128	<b>384</b>
Individual Guests Served	-	179	99	138	<b>416</b>
Total Check In's	400	2,434	1,479	1,462	<b>5,775</b>
Males	-	2,000	1,046	1,070	<b>4,116</b>
Female	-	434	386	341	<b>1,161</b>
Children	-	-	47	51	<b>98</b>
Average nightly attendance	-	14	19	23	-
Meals Served:	-	-	1,479	4,386	<b>5,865</b>
Transportation to/from Shelter:	-	-	764	923	<b>1,687</b>
Volunteer Hours	-	-	1,868	616	<b>2,484</b>

<sup>1</sup> This number represents an estimate of the total check-in's during 2005.

<sup>2</sup> Shelter did not begin tracking meals, volunteers hours or clients transported to/from shelter until 2007.

<sup>3</sup> 2008 data includes 3 months of data, from November 2007 through January 2008.

SECTION 504 SELF-EVALUATION

Applicant: El Dorado County

AREAS DISCUSSED	PROBLEMS IDENTIFIED	MODIFICATIONS MADE
<p><b>COMMUNICATIONS: Program Publicity</b></p> <p>Public Notices and ads in newspaper? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Public Service Announcements? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Posters or fliers? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Letters to homeowners in area? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Informational public meetings? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Interpreters, readers, or TDD's available upon request? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Equal Opportunity statement in ads, fliers, letters? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		
<p><b>EMPLOYMENT:</b></p> <p>Does the City make reasonable accommodation to known physical or mental limitations of qualified applicants or employees with handicaps? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Pre-employment inquiries and tests do not screen out handicapped persons? <input type="radio"/> yes <input checked="" type="radio"/> no</p>		
<p><b>PROGRAM ACCESSIBILITY:</b></p> <p>Are City/County facilities accessible to and usable by individuals with handicaps (for example: ramps, space at meetings)? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Handicap modifications offered in rehabilitation program? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Handicapped individuals with limited mobility assisted with applications at their homes? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		
<p><b>ENFORCEMENT - Evaluate how policies meet 504 requirements:</b></p> <p>Statement of Assurances in grant applications? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Non-discrimination clause in deed of trust? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Names of Advisors on Handicapped issues: <u>Patricia Booth</u> <u>Douglas Nowka</u></p> <p>Does the City/County have procedures for complaints? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Is log maintained of any complaints? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		

Name and signature of Section 504 Coordinator: Patricia Booth *Patricia Booth*

Date Signed: 8/14/01

All Modular Units : Building Permits (5:1 per unit)

# EL DORADO COUNTY

BUILDING DEPARTMENT - 2850 FAIRLANE COURT, PLACERVILLE, CA 95667 (530) 621-5315

## Commercial Permit Fee Worksheet

Proposed Location: 101-291-03, -04, -05, -06

Date: 3/10/08

Building (Construction) Fee						
USE	Area		Val/Ft	Valuation	X	FEE
Office, Congregate	1200	x	99.62			
3-Sleeping units	2880	x	123.34			
Restrooms/Showers	960	x	99.62			
		x				
		x				
Sprinkler System		x				
Total Building Department Fee			570398	0.00795		\$ 4,534.66

S.M.I.P. Fee (State mandated for earthquake related programs) 119.78

Department of Transportation Fees			
USE	Area	Fee/Ft	IMPACT FEE
		x	
		x	
		x	
		x	
		x	
		x	
		x	
Total Department of Transportation Fee			

Environmental Management Fees	
Review (for 4 units, other than 1 tied to septic system)	252.00
Septic System - Commercial System: Double if 2 systems installed	780.00
Total Environmental Management Fee	\$ 1,032.00

Planning Department Fees		
Rare Plant Preserve	5,040	x 0.28 <span style="float: right;">\$1,411.20</span>
Other (PD/CD)		x
Review Fees	5 units	\$300.00 <span style="float: right;">\$ 1,500.00</span>

**ESTIMATE - County Fees:**

Other Agency Fees			
USE	Area	Fee/Ft	FEE
Fire District	5040	x 1.10	\$ 5540.00
School District	5040	x 3.07	\$ 15,473.00
Other		x	

**ESTIMATE - Additional Outside Agency Fees:** \$21,013.00

**TOTAL OF ALL ESTIMATED FEES:**

These fees are ESTIMATES only. For additional information, please contact the departments and agencies directly.

- Building Services (530) 621-5315
- Environmental Management (530) 621-5300
- Office Of Education (530) 295-2202
- Fire District See Phone Directory for applicable district
- Department of Transportation (530) 621-5900
- Planning Services (530) 621-5355

Prepared by: Lynda Sund

\* Note :- Repairs &/or upgrades on Modular units are permitted by State of Calif/H&D, not by us.  
- Does not include fees on decks, if being added.

# Grading / Site Improvement Permit For 5 Modular Units

## EL DORADO COUNTY

BUILDING DEPARTMENT - 2550 FAIRLANE COURT, PLACERVILLE, CA 95667 (530) 621-5315

### Commercial Permit Fee Worksheet

Proposed Location: 101-291-03, -04, -05, -06

Date: 3/10/08

Building (Construction) Fee			
USE	Area	Fee/Ft	FEE
Grading / Site Imp	40 Hrs	x \$100 (Plan Review)	\$4,000.00
"	6 Hrs	x \$100 (Inspections)	\$1,000.00 (min.)
Application Fee		x	\$100.00
		x	
		x	
Sprinkler System		x	
<b>Total Building Department Fee</b>			<b>\$5,100.00</b>
<b>S.M.I.P. Fee (State mandated for earthquake related programs)</b>			
Department of Transportation Fees			
USE	Area	Fee/Ft	IMPACT FEE
		x	
		x	Possible Review Fee
		x	
		x	
		x	
		x	
		x	
<b>Total Department of Transportation Fee</b>			
Environmental Management Fees			
Review			N/A
Septic System			
<b>Total Environmental Management Fee</b>			
Planning Department Fees			
Rare Plant Preserve		x	
Other (PD/CD)		x	
Review Fee			\$100.00
<b>ESTIMATE - County Fees:</b>			<b>\$5,200.00</b>
Other Agency Fees			
USE	Area	Fee/Ft	FEE
Fire District		x	N/A
School District		x	TO BE PAID BY SEPARATE CHECK
Other RCD		x	\$400.00
<b>ESTIMATE - Additional Outside Agency Fees:</b>			<b>\$400.00</b>
<b>TOTAL OF ALL ESTIMATED FEES:</b>			

These fees are ESTIMATES only. For additional information, please contact the departments and agencies directly.

- |                          |   |                              |                     |
|--------------------------|---|------------------------------|---------------------|
| Building Services        | (530) 621-5315                              | Department of Transportation | (530) 621-5900      |
| Environmental Management | (530) 621-5300                              | Planning Services            | (530) 621-5355      |
| Office Of Education      | (530) 295-2202                              |                              |                     |
| Fire District            | See Phone Directory for applicable district | Prepared by:                 | <u>Lynnda Seand</u> |

Note: Without an Engineers Estimate, unable to provide accurate permit fee estimate; estimate based on best educated guess.

Charles J Harrell/PV/EDC  
03/10/2008 10:13 AM

To Joyce A Aldrich/PV/EDC@TCP  
cc  
bcc  
Subject van



**COUNTY OF EL DORADO**  
Procurement & Contracts

INVITATION TO BID & BID #  
Page 4  
(Bid Vehicle D)

BIDDER NAME \_\_\_\_\_

**Specifications:**

Regardless of attachments, Bidders must complete the "Bid" column with either "yes" indicating your bid vehicle specifications are the same contained in this Bid, or write in your bid vehicle specifications clearly, noting the deviation. Bidder shall clearly note all exceptions on this page. Check marks are unacceptable, and will not be considered.

<b>Quantity:</b> 1	<b>Description:</b> Van, Mini or Standard, 7 Passenger, 4 Wheel Drive		<b>Class 05</b>
<b>Year/Make/Model:</b> _____	<b>Unit Price:</b> _____		
<b>Warranty:</b> _____	<b>Delivery:</b> _____	<b>Days/ARO</b> (after receipt of order)	
	<b>SPECIFICATIONS</b>	<b>BID VEHICLE</b>	
Engine	V6 3 Liter Minimum		
Wheelbase	111" Minimum		
Steering	Power		
Transmission	Automatic with Overdrive		
Brakes	Power ABS		
Battery	Heavy Duty Maintenance Free		
Alternator	Heavy Duty		
Cooling System	Heavy Duty		
Tires	All Terrain		
Windows	Windows on all Sides		
Wipers	Standard Intermittent		
Radio	AM/FM		
Air Conditioning	Standard		
Seats, Front	Cloth Bucket w/ Armrest		
Seats, Rear	Standard, Removable if Available		
Flooring	Heavy Duty Rubber or Carpet		
Exterior Color	White		
Interior Trim Color	Gray		
<b>ADDITIONAL FEATURES:</b>			
Power Door Locks			
Power Mirrors			
Full Size Spare	Mounted Under Vehicle		
Hub Caps			
SRS Air Bags			
Keys and Fobs	4 Sets Per Vehicle		
Differential	Limited Slip		
Rear Window Defroster	With Rear Window Wiper		
Floor Mats	OEM - Rubber All Rows		

Bid Vehicle:

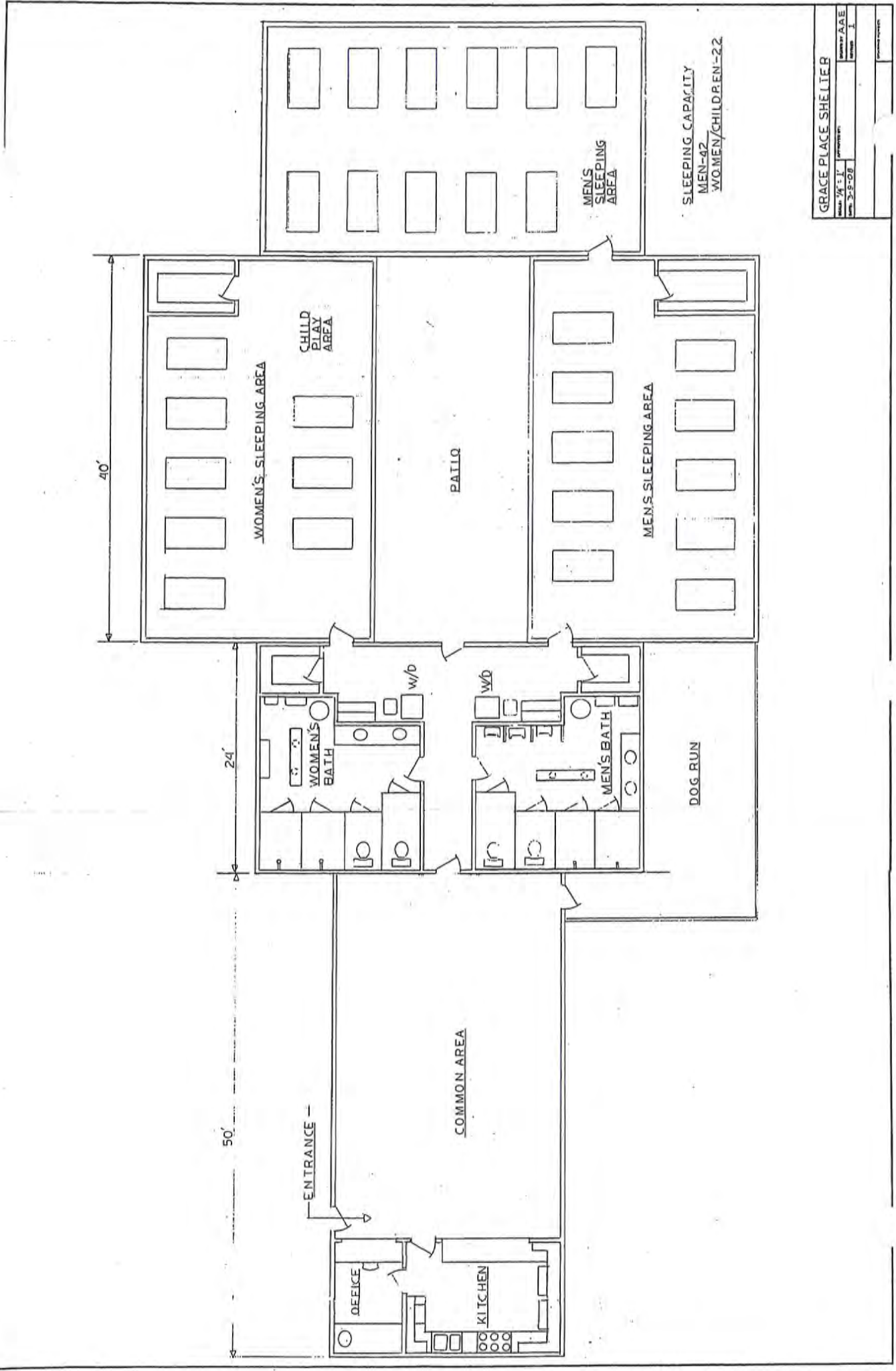
Summary

Description	Price Per Vehicle*	Tax Per Vehicle	Tire Fee Per Vehicle	Total Cost per Unit
7 Passenger Van 4 WD	23,323.00	1,690.92	8.75	25,022.67

BID VEHICLE D  
Thompsons

Approx retail \$32000





<b>GRACE PLACE SHELTER</b>	
DATE: 11/1/08	BY: J.S.
SCALE: 1/8" = 1'-0"	PROJECT NO: 08-001
NO. OF SHEETS: 1	SHEET NO: 1
PROJECT TITLE:	

SLEEPING CAPACITY  
 MEN-42  
 WOMEN/CHILDREN-22





## United Outreach of El Dorado County

Board of Directors:  
Art Edwards  
Craig Klatt  
Reuben Jessop  
Linda Gates

March 11, 2008

Joyce Aldrich  
Program Manager Human Programs  
Human Services Department  
550 Main St  
Placerville, CA 95667

Dear Ms Aldrich:

Enclosed Please find the cost summary to move, install and modify the five pre-manufactured homes available from both the El Dorado high School District and the EID. There is no cost to purchase them as all five are being donated to us for use as homeless shelter buildings.

The costs should be self explanatory, but if you have any questions, please don't hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads 'Art Edwards'.

Art Edwards  
President, United Outreach

United Outreach of El Dorado County, Inc.  
P.O. Box 1675  
Diamond Springs, CA 95619

Pollock Pines School PORTABLES  
 5 portables

ITEM Description	Quantit Unit	unit cost	extension
1 Relocate and set up portables -Placerville	4 ea	\$25,000.00	\$100,000.00
2 Relocate and set up portables -EID	1 ea	\$10,000.00	\$10,000.00
3 Fire Alarm system	5 ea	\$4,000.00	\$20,000.00
4 Fire Sprinkler system	5000 sf	\$5.00	\$25,000.00
5 Site Fire system	1 ls	\$25,000.00	\$25,000.00
6 Site Fire Engineering w/ fees	1 ls	\$20,000.00	\$20,000.00
7 Electrical main panel and wiring	1 ls	\$22,000.00	\$22,000.00
8 Engineered (New) Snow Load Roof	1 ls	\$200,000.00	\$200,000.00
9 Re roof existing roofs	55 sq	\$400.00	\$22,000.00
10 Plumbing connections	1 ls	\$8,000.00	\$8,000.00
11 Propane lines	1 ls	\$2,500.00	\$2,500.00
12 Carpeting	5000 sf	\$8.00	\$40,000.00
13 Handi Cap ramps	5 ea	\$800.00	\$4,000.00
14 Paint- inside and outside	5 ea	\$200.00	\$1,000.00
15 T-bar ceiling repair	5 ea	\$500.00	\$2,500.00
16 Plans and County permitting	1 ls	\$8,000.00	\$8,000.00
			<b>\$510,000.00</b>

**BYLAWS  
OF  
UNITED OUTREACH OF EL DORADO COUNTY  
A CALIFORNIA PUBLIC BENEFIT CORPORATION**

**ARTICLE 1  
OFFICES**

**SECTION 1. PRINCIPAL OFFICE**

The principal office of the corporation for the transaction of its business is located in El Dorado County, California.

**SECTION 2. CHANGE OF ADDRESS**

The county of the corporation's principal office can be changed only by amendment of these Bylaws and not otherwise. The Board of Directors may, however, change the principal office from one location to another within the named county by noting the changed address and effective date below, and such changes of address shall not be deemed an amendment of these Bylaws:

**SECTION 3. OTHER OFFICES**

The corporation may also have offices at such other places, within or without the State of California, where it is qualified to do business, as its business may require and as the board of directors may, from time to time, designate.

**ARTICLE 2  
PURPOSES**

**SECTION 1. OBJECTIVES AND PURPOSES**

The primary objectives and purposes of this corporation shall be: to respond to the needs of El Dorado County's homeless population.

**ARTICLE 3  
DIRECTORS**

**SECTION 1. NUMBER**

The corporation shall have no less than three no more than seven directors and collectively they shall be known as the Board of Directors. The number may be changed by amendment of this Bylaw, or by repeal of this Bylaw and adoption of a new Bylaw, as provided in these Bylaws.

**SECTION 2. POWERS**

Subject to the provisions of the California Nonprofit Public Benefit Corporation law and any limitations in the Articles of Incorporation and Bylaws relating to action required or permitted to be taken or approved by the members, if any, of this corporation, the activities and affairs of this corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors.

### **SECTION 3. DUTIES**

It shall be the duty of the directors to:

- (a) Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation of this corporation, or by these Bylaws;
- (b) Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the corporation;
- (c) Supervise all officers, agents and employees of the corporation to assure that their duties are performed properly;
- (d) Meet at such times and places as required by these Bylaws;
- (e) Register their addresses with the Secretary of the corporation and notices of meetings mailed or telegraphed to them at such addresses shall be valid notices thereof.

### **SECTION 4. TERMS OF OFFICE**

Each director shall hold office until the next annual meeting for election of the Board of Directors as specified in these Bylaws, and until his or her successor is elected and qualifies.

### **SECTION 5. COMPENSATION**

Directors shall serve without compensation except that they shall be reimbursed for expenses incurred in the performance of their regular duties as specified in Section 3 of this Article. Directors may not be compensated for rendering services to the corporation in any capacity other than Director unless such other compensation is reasonable and is allowable under the provisions of Section 6 of this Article.

### **SECTION 6. RESTRICTION REGARDING INTERESTED DIRECTORS**

Notwithstanding any other provision of these Bylaws, not more than forty-nine percent (49%) of the persons serving on the board may be interested persons. For purposes of this Section, "interested persons" means either:

- (a) Any person currently being compensated by the corporation for services rendered it within the previous twelve (12) months, whether as a full- or part-time officer or other employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; or

(b) Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person.

## **SECTION 7. PLACE OF MEETINGS**

Meetings shall be held at the principal office of the corporation unless otherwise provided by the board or at such place within or without the State of California which has been designated from time to time by resolution of the Board of Directors. In the absence of such designation, any meeting not held at the principal office of the corporation shall be valid only if held on the written consent of all directors given either before or after the meeting and filed with the Secretary of the corporation or after all board members have been given written notice of the meeting as hereinafter provided for special meetings of the board.

Any meeting, regular or special, may be held by conference telephone, electronic video screen communication, or other communications equipment. Participation in a meeting through use of conference telephone constitutes presence in person at that meeting so long as all directors participating in the meeting are able to hear one another. Participation in a meeting through use of electronic video screen communication or other communications equipment (other than conference telephone) constitutes presence in person at that meeting if all of the following apply:

- a). Each director participating in the meeting can communicate with all of the other directors concurrently;
- b) Each director is provide the means of participating in all matters before the board, including, without limitation, the capacity to propose, or to interpose an objection to, a specific action to be taken by the corporation;
- c) The corporation adopts and implements some means of verifying 1) that all persons participating in the meeting are directors of the corporation or are otherwise entitled to participate in the meeting, and 2) that all actions of, or votes by, the board are taken and cast only by directors and not by persons who are not directors.

## **SECTION 8. REGULAR AND ANNUAL MEETINGS**

Regular meetings of Directors shall be held monthly, unless such day falls on a legal holiday, in which event the regular meeting shall be held at the same hour and place on the next business day.

If this corporation makes no provision for members, then, at the annual meeting of directors held in January, directors shall be elected by the Board of Directors in accordance with this section. Cumulative voting by directors for the election of directors shall not be permitted. The candidates receiving the highest number of votes up to the number of directors to be elected shall be elected. Each director shall cast one vote, with voting being by ballot only.

## **SECTION 9. SPECIAL MEETINGS**

Special meetings of the Board of Directors may be called by the Chairperson of the board, the President, the Vice President, the Secretary, or by any two directors, and such meetings shall be held at the place, within or without the State of California, designated by the person or persons calling the meeting, and in the absence of such designation, at the principal office of the corporation.

## **SECTION 10. NOTICE OF MEETINGS**

Regular meetings of the board may be held without notice. Special meetings of the board shall be held upon four (4) days' notice by first-class mail or forty-eight (48) hours' notice delivered personally or by telephone or telegraph. If sent by mail or telegraph, the notice shall be deemed to be delivered on its deposit in the mails or on its delivery to the telegraph company. Such notices shall be addressed to each director at his or her address as shown on the books of the corporation. Notice of the time and place of holding an adjourned meeting need not be given to absent directors if the time and place of the adjourned meeting are fixed at the meeting adjourned and if such adjourned meeting is held no more than twenty-four (24) hours from the time of the original meeting. Notice shall be given of any adjourned regular or special meeting to directors absent from the original meeting if the adjourned meeting is held more than twenty-four (24) hours from the time of the original meeting.

## **SECTION 11. CONTENTS OF NOTICE**

Notice of meetings not herein dispensed with shall specify the place, day and hour of the meeting. The purpose of any board meeting need not be specified in the notice.

## **SECTION 12. WAIVER OF NOTICE AND CONSENT TO HOLDING MEETINGS**

The transactions of any meeting of the board, however called and noticed or wherever held, are as valid as though the meeting had been duly held after proper call and notice, provided a quorum, as hereinafter defined, is present and provided that either before or after the meeting each director not present signs a waiver of notice, a consent to holding the meeting, or an approval of the minutes thereof. All such waivers, consents, or approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

## **SECTION 13. QUORUM FOR MEETINGS**

A quorum shall consist of a majority of the Directors.

Except as otherwise provided in these Bylaws or in the Articles of Incorporation of this corporation, or by law, no business shall be considered by the board at any meeting at which a quorum, as hereinafter defined, is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn. However, a majority of the directors present at such meeting may adjourn from time to time until the time fixed for the next regular meeting of the board.

When a meeting is adjourned for lack of a quorum, it shall not be necessary to give any notice of the time and place of the adjourned meeting or of the business to be transacted at such meeting, other than by announcement at the meeting at which the adjournment is taken, except as provided in Section 10 of this Article.

The directors present at a duly called and held meeting at which a quorum is initially present may continue to do business notwithstanding the loss of a quorum at the meeting due to a withdrawal of directors from the meeting, provided that any action thereafter taken must be approved by at least a majority of the required quorum for such meeting or such greater percentage as may be required by law, or the Articles of Incorporation or Bylaws of this corporation.

#### **SECTION 14. MAJORITY ACTION AS BOARD ACTION**

Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present is the act of the Board of Directors, unless the Articles of Incorporation or Bylaws of this corporation, or provisions of the California Nonprofit Public Benefit Corporation Law, particularly those provisions relating to appointment of committees (Section 5212), approval of contracts or transactions in which a director has a material financial interest (Section 5233) and indemnification of directors (Section 5238e), require a greater percentage or different voting rules for approval of a matter by the board.

#### **SECTION 15. CONDUCT OF MEETINGS**

Meetings of the Board of Directors shall be presided over by the Chairperson of the Board, or, if no such person has been so designated or, in his or her absence, the President of the corporation or, in his or her absence, by the Vice President of the corporation or, in the absence of each of these persons, by a Chairperson chosen by a majority of the directors present at the meeting. The Secretary of the corporation shall act as secretary of all meetings of the board, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the Meeting.

Meetings shall be governed by Roberts Rule of Orders, as such rules may be revised from time to time, insofar as such rules are not inconsistent with or in conflict with these Bylaws, with the Articles of Incorporation of this corporation, or with provisions of law.

#### **SECTION 16. ACTION BY UNANIMOUS WRITTEN CONSENT WITHOUT MEETING**

Any action required or permitted to be taken by the Board of Directors under any provision of law may be taken without a meeting, if all members of the board shall individually or collectively consent in writing to such action. For the purposes of this Section only, "all members of the board" shall not include any "interested director" as defined in Section 5233 of the California Nonprofit Public Benefit Corporation Law. Such written consent or consents shall be filed with the minutes of the proceedings of the board. Such action by written consent shall have the same force and effect as the unanimous vote of the directors. Any certificate or other document filed under any provision of law which relates to action so taken shall state that the action was taken by unanimous written consent of the Board of Directors without a meeting and that the Bylaws of this corporation authorize the directors to so act, and such statement shall be prima facie evidence of such authority.

#### **SECTION 17. VACANCIES**

Vacancies on the Board of Directors shall exist (1) on the death, resignation or removal of any director, and (2) whenever the number of authorized directors is increased.

The Board of Directors may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or been found by a final order or judgment of any court to have breached any duty under Section 5230 and following of the California Nonprofit Public Benefit Corporation Law.

If this corporation has any members, then, if the corporation has less than fifty (50) members, directors may be removed without cause by a majority of all members, or, if the corporation has

fifty (50) or more members, by vote of a majority of the votes represented at a membership meeting at which a quorum is present.

If this corporation has no members, directors may be removed without cause by a majority of the directors then in office.

Any director may resign effective upon giving written notice to the Chairperson of the Board, the President, the Secretary, or the Board of Directors, unless the notice specifies a later time for the effectiveness of such resignation. No director may resign if the corporation would then be left without a duly elected director or directors in charge of its affairs, except upon notice to the Attorney General.

Vacancies on the board may be filled by approval of the board or, if the number of directors then in office is less than a quorum, by (1) the unanimous written consent of the directors then in office, (2) the affirmative vote of a majority of the directors then in office at a meeting held pursuant to notice or waivers of notice complying with this Article of these Bylaws, or (3) a sole remaining director. If this corporation has members, however, vacancies created by the removal of a director may be filled only by the approval of the members. The members, if any, of this corporation may elect a director at any time to fill any vacancy not filled by the directors.

A person elected to fill a vacancy as provided by this Section shall hold office until the next annual election of the Board of Directors or until his or her death, resignation or removal from office.

#### **SECTION 18. NON-LIABILITY OF DIRECTORS**

The directors shall not be personally liable for the debts, liabilities, or other obligations of the corporation.

#### **SECTION 19. INDEMNIFICATION BY CORPORATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS**

To the extent that a person who is, or was, a director, officer, employee or other agent of this corporation has been successful on the merits in defense of any civil, criminal, administrative or investigative proceeding brought to procure a judgment against such person by reason of the fact that he or she is, or was, an agent of the corporation, or has been successful in defense of any claim, issue or matter, therein, such person shall be indemnified against expenses actually and reasonably incurred by the person in connection with such proceeding.

If such person either settles any such claim or sustains a judgment against him or her, then indemnification against expenses, judgments, fines, settlements and other amounts reasonably incurred in connection with such proceedings shall be provided by this corporation but only to the extent allowed by, and in accordance with the requirements of, Section 5238 of the California Nonprofit Public Benefit Corporation Law.

#### **SECTION 20. INSURANCE FOR CORPORATE AGENTS**

The Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation (including a director, officer, employee or other agent of the corporation) against any liability other than for violating provisions of law relating to self-dealing (Section 5233 of the California Nonprofit Public Benefit Corporation Law)



asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the corporation would have the power to indemnify the agent against such liability under the provisions of Section 5238 of the California Nonprofit Public Benefit Corporation Law.

## **ARTICLE 4 OFFICERS**

### **SECTION 1. NUMBER OF OFFICERS**

The officers of the corporation shall be a President, a Secretary, and a Chief Financial Officer who shall be designated the Treasurer. The corporation may also have, as determined by the Board of Directors, a Chairperson of the Board, one or more Vice Presidents, Assistant Secretaries, Assistant Treasurers, or other officers. Any number of offices may be held by the same person except that neither the Secretary nor the Treasurer may serve as the President or Chairperson of the Board.

### **SECTION 2. QUALIFICATION, ELECTION, AND TERM OF OFFICE**

Any person may serve as officer of this corporation. Officers shall be elected by the Board of Directors, at any time, and each officer shall hold office until he or she resigns or is removed or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever occurs first.

### **SECTION 3. SUBORDINATE OFFICERS**

The Board of Directors may appoint such other officers or agents as it may deem desirable, and such officers shall serve such terms, have such authority, and perform such duties as may be prescribed from time to time by the Board of Directors.

### **SECTION 4. REMOVAL AND RESIGNATION**

Any officer may be removed, either with or without cause, by the Board of Directors, at any time. Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the corporation. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this Section shall be superseded by any conflicting terms of a contract which has been approved or ratified by the Board of Directors relating to the employment of any officer of the corporation.

### **SECTION 5. VACANCIES**

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board of Directors. In the event of a vacancy in any office other than that of President, such vacancy may be filled temporarily by appointment by the President until such time as the Board shall fill the vacancy. Vacancies occurring in offices of officers appointed at the discretion of the board may or may not be filled as the board shall determine.

## **SECTION 6. DUTIES OF PRESIDENT**

The President shall be the chief executive officer of the corporation and shall, subject to the control of the Board of Directors, supervise and control the affairs of the corporation and the activities of the officers. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, by the Articles of Incorporation of this corporation, or by these Bylaws, or which may be prescribed from time to time by the Board of Directors. Unless another person is specifically appointed as Chairperson of the Board of Directors, he or she shall preside at all meetings of the Board of Directors. If applicable, the President shall preside at all meetings of the members. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board of Directors.

## **SECTION 7. DUTIES OF VICE PRESIDENT**

In the absence of the President, or in the event of his or her inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these Bylaws, or as may be prescribed by the Board of Directors.

## **SECTION 8. DUTIES OF SECRETARY**

The Secretary shall:

Certify and keep at the principal office of the corporation the original, or a copy of these Bylaws as amended or otherwise altered to date.

Keep at the principal office of the corporation or at such other place as the board may determine, a book of minutes of all meetings of the directors, and, if applicable, meetings of committees of directors and of members, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting, and the proceedings thereof.

See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.

Be custodian of the records and of the seal of the corporation and see that the seal is affixed to all duly executed documents, the execution of which on behalf of the corporation under its seal is authorized by law or these Bylaws.

Keep at the principal office of the corporation a membership book containing the name and address of each and any members, and, in the case where any membership has been terminated, he or she shall record such fact in the membership book together with the date on which such membership ceased.

Exhibit at all reasonable times to any director of the corporation, or to his or her agent or attorney, on request therefor, the Bylaws, the membership book, and the minutes of the proceedings of the directors of the corporation.

In general, perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation of this corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

#### **SECTION 9. DUTIES OF TREASURER**

Subject to the provisions of these Bylaws relating to the "Execution of Instruments, Deposits and Funds," the Treasurer shall:

Have charge and custody of, and be responsible for, all funds and securities of the corporation, and deposit all such funds in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors.

Receive, and give receipt for, monies due and payable to the corporation from any source whatsoever.

Disburse, or cause to be disbursed, the funds of the corporation as may be directed by the Board of Directors, taking proper vouchers for such disbursements.

Keep and maintain adequate and correct accounts of the corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.

Exhibit at all reasonable times the books of account and financial records to any director of the corporation, or to his or her agent or attorney, on request therefor.

Render to the President and directors, whenever requested, an account of any or all of his or her transactions as Treasurer and of the financial condition of the corporation.

Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.

In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of the corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

#### **SECTION 10. COMPENSATION**

The salaries of the officers, if any, shall be fixed from time to time by resolution of the Board of Directors, and no officer shall be prevented from receiving such salary by reason of the fact that he or she is also a director of the corporation, provided, however, that such compensation paid a director for serving as an officer of this corporation shall only be allowed if permitted under the provisions of Article 3, Section 6 of these Bylaws. In all cases, any salaries received by officers of this corporation shall be reasonable and given in return for services actually rendered for the corporation which relate to the performance of the charitable or public purposes of this corporation.

### **ARTICLE 5 COMMITTEES**

## **SECTION 1. EXECUTIVE COMMITTEE**

The Board of Directors may, by a majority vote of directors, designate two (2) or more of its members (who may also be serving as officers of this corporation) to constitute an Executive Committee and delegate to such Committee any of the powers and authority of the board in the management of the business and affairs of the corporation, except with respect to:

- (a) The approval of any action which, under law or the provisions of these Bylaws, requires the approval of the members or of a majority of all of the members.
- (b) The filling of vacancies on the board or on any committee which has the authority of the board.
- (c) The fixing of compensation of the directors for serving on the board or on any committee.
- (d) The amendment or repeal of Bylaws or the adoption of new Bylaws.
- (e) The amendment or repeal or any resolution of the board which by its express terms is not so amendable or repealable.
- (f) The appointment of committees of the board or the members thereof.
- (g) The expenditure of corporate funds to support a nominee for director after there are more people nominated for director than can be elected.
- (h) The approval of any transaction to which this corporation is a party and in which one or more of the directors has a material financial interest, except as expressly provided in Section 5233(d)(3) of the California Nonprofit Public Benefit Corporation Law.

By a majority vote of its members then in office, the board may at any time revoke or modify any or all of the authority so delegated, increase or decrease but not below two (2) the number of its members, and fill vacancies therein from the members of the board. The Committee shall keep regular minutes of its proceedings, cause them to be filed with the corporate records, and report the same to the board from time to time as the board may require.

## **SECTION 2. OTHER COMMITTEES**

The corporation shall have such other committees as may from time to time be designated by resolution of the Board of Directors. Such other committees may consist of persons who are not also members of the board. These additional committees shall act in an advisory capacity only to the board and shall be clearly titled as "advisory" committees.

## **SECTION 3. MEETINGS AND ACTION OF COMMITTEES**

Meetings and action of committees shall be governed by, noticed, held and taken in accordance with the provisions of these Bylaws concerning meetings of the Board of Directors, with such changes in the context of such Bylaw provisions as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be fixed by resolution of the Board of Directors or by the committee. The time for special meetings of committees may also be fixed by the Board of Directors. The Board of Directors may also adopt rules and regulations pertaining to the conduct of meetings of

committees to the extent that such rules and regulations are not inconsistent with the provisions of these Bylaws.

## **ARTICLE 6 EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS**

### **SECTION 1. EXECUTION OF INSTRUMENTS**

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

### **SECTION 2. CHECKS AND NOTES**

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation shall be signed by the Treasurer and countersigned by the President of the corporation.

### **SECTION 3. DEPOSITS**

All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

### **SECTION 4. GIFTS**

The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or devise for the charitable or public purposes of this corporation.

## **ARTICLE 7 CORPORATE RECORDS, REPORTS AND SEAL**

### **SECTION 1. MAINTENANCE OF CORPORATE RECORDS**

The corporation shall keep at its principal office in the State of California:

(a) Minutes of all meetings of directors, committees of the board and, if this corporation has members, of all meetings of members, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given, and the names of those present and the proceedings thereof;

(b) Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;

(c) A record of its members, if any, indicating their names and addresses and, if applicable, the class of membership held by each member and the termination date of any membership;

(d) A copy of the corporation's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the members, if any, of the corporation at all reasonable times during office hours.

## **SECTION 2. CORPORATE SEAL**

The Board of Directors may adopt, use, and at will alter, a corporate seal. Such seal shall be kept at the principal office of the corporation. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

## **SECTION 3. DIRECTORS' INSPECTION RIGHTS**

Every director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation.

## **SECTION 4. MEMBERS' INSPECTION RIGHTS**

If this corporation has any members, then each and every member shall have the following inspection rights, for a purpose reasonably related to such person's interest as a member:

(a) To inspect and copy the record of all members' names, addresses and voting rights, at reasonable times, upon five (5) business days' prior written demand on the corporation, which demand shall state the purpose for which the inspection rights are requested.

(b) To obtain from the Secretary of the corporation, upon written demand and payment of a reasonable charge, an alphabetized list of the names, addresses and voting rights of those members entitled to vote for the election of directors as of the most recent record date for which the list has been compiled or as of the date specified by the member subsequent to the date of demand. The demand shall state the purpose for which the list is requested. The membership list shall be made available on or before the later of ten (10) business days after the demand is received or after the date specified therein as of which the list is to be compiled.

(c) To inspect at any reasonable time the books, records, or minutes of proceedings of the members or of the board or committees of the board, upon written demand on the corporation by the member, for a purpose reasonably related to such person's interests as a member.

## **SECTION 5. RIGHT TO COPY AND MAKE EXTRACTS**

Any inspection under the provisions of this Article may be made in person or by agent or attorney and the right to inspection includes the right to copy and make extracts.

## **SECTION 6. ANNUAL REPORT**

The board shall cause an annual report to be furnished not later than one hundred and twenty (120) days after the close of the corporation's fiscal year to all directors of the corporation and, if this corporation has members, to any member who requests it in writing, which report shall contain the following information in appropriate detail:

- (a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds, during the fiscal year;
- (c) The revenue or receipts of the corporation , both unrestricted and restricted to particular purposes, for the fiscal year;
- (d) The expenses or disbursements of the corporation, for both general and restricted purposes, during the fiscal year;
- (e) Any information required by Section 7 of this Article.

The annual report shall be accompanied by any report thereon of independent accountants, or, if there is no such report, the certificate of an authorized officer of the corporation that such statements were prepared without audit from the books and records of the corporation.

If this corporation has members, then, if this corporation receives TWENTY-FIVE THOUSAND DOLLARS (\$25,000), or more, in gross revenues or receipts during the fiscal year, this corporation shall automatically send the above annual report to all members, in such manner, at such time, and with such contents, including an accompanying report from independent accountants or certification of a corporate officer, as specified by the above provisions of this Section relating to the annual report.

#### **SECTION 7. ANNUAL STATEMENT OF SPECIFIC TRANSACTIONS TO MEMBERS**

This corporation shall mail or deliver to all directors and any and all members a statement within one hundred and twenty (120) days after the close of its fiscal year which briefly describes the amount and circumstances of any indemnification or transaction of the following kind:

(a) Any transaction in which the corporation, or its parent or its subsidiary, was a party, and in which either of the following had a direct or indirect material financial interest:

(1) Any director or officer of the corporation, or its parent or subsidiary (a mere common directorship shall not be considered a material financial interest); or

(2) Any holder of more than ten percent (10%) of the voting power of the corporation, its parent or its subsidiary.

The above statement need only be provided with respect to a transaction during the previous fiscal year involving more than FIFTY THOUSAND DOLLARS (\$50,000) or which was one of a number of transactions with the same persons involving, in the aggregate, more than FIFTY THOUSAND DOLLARS (\$50,000).

Similarly, the statement need only be provided with respect to indemnifications or advances aggregating more than TEN THOUSAND DOLLARS (\$10,000) paid during the previous fiscal year to any director or officer, except that no such statement need be made if such indemnification was approved by the members pursuant to Section 5238(e)(2) of the California Nonprofit Public Benefit Corporation Law.

Any statement required by this Section shall briefly describe the names of the interested persons involved in such transactions, stating each person's relationship to the corporation, the nature of

such person's interest in the transaction and, where practical, the amount of such interest, provided that in the case of a transaction with a partnership of which such person is a partner, only the interest of the partnership need be stated.

If this corporation has any members and provides all members with an annual report according to the provisions of Section 6 of this Article, then such annual report shall include the information required by this Section.

## **ARTICLE 8 FISCAL YEAR**

### **SECTION 1. FISCAL YEAR OF THE CORPORATION**

The fiscal year of the corporation shall begin on the first day of January and end on the last day in December of each year.

## **ARTICLE 9 AMENDMENT OF BYLAWS**

### **SECTION 1. AMENDMENT**

Subject to any provision of law applicable to the amendment of Bylaws of public benefit nonprofit corporations, these Bylaws, or any of them, may be altered, amended, or repealed and new Bylaws adopted as follows:

(a) Subject to the power of members, if any, to change or repeal these Bylaws under Section 5150 of the Corporations Code, by approval of the Board of Directors unless the Bylaw amendment would materially and adversely affect the rights of members, if any, as to voting or transfer, provided, however, if this corporation has admitted any members, then a Bylaw specifying or changing the fixed number of directors of the corporation, the maximum or minimum number of directors, or changing from a fixed to variable board or vice versa, may not be adopted, amended, or repealed except as provided in subparagraph (b) of this Section; or

(b) By approval of the members, if any, of this corporation.

## **ARTICLE 10 AMENDMENT OF ARTICLES**

### **SECTION 1. AMENDMENT OF ARTICLES BEFORE ADMISSION OF MEMBERS**

Before any members have been admitted to the corporation, any amendment of the Articles of Incorporation may be adopted by approval of the Board of Directors.

### **SECTION 2. AMENDMENT OF ARTICLES AFTER ADMISSION OF MEMBERS**

After members, if any, have been admitted to the corporation, amendment of the Articles of Incorporation may be adopted by the approval of the Board of Directors and by the approval of the members of this corporation.



### **SECTION 3. CERTAIN AMENDMENTS**

Notwithstanding the above sections of this Article, this corporation shall not amend its Articles of Incorporation to alter any statement which appears in the original Articles of Incorporation of the names and addresses of the first directors of this corporation, nor the name and address of its initial agent, except to correct an error in such statement or to delete such statement after the corporation has filed a "Statement by a Domestic Non-Profit Corporation" pursuant to Section 6210 of the California Nonprofit Corporation Law.

## **ARTICLE 11 PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS**

### **SECTION 1. PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS**

No member, director, officer, employee, or other person connected with this corporation, or any private individual, shall receive at any time any of the net earnings or pecuniary profit from the operations of the corporation, provided, however, that this provision shall not prevent payment to any such person of reasonable compensation for services performed for the corporation in effecting any of its public or charitable purposes, provided that such compensation is otherwise permitted by these Bylaws and is fixed by resolution of the Board of Directors; and no such person or persons shall be entitled to share in the distribution of, and shall not receive, any of the corporate assets on dissolution of the corporation. All members, if any, of the corporation shall be deemed to have expressly consented and agreed that on such dissolution or winding up of the affairs of the corporation, whether voluntarily or involuntarily, the assets of the corporation, after all debts have been satisfied, shall be distributed as required by the Articles of Incorporation of this corporation and not otherwise.

**[IF FORMING A MEMBERSHIP CORPORATION, REPLACE REMAINING PROVISIONS WITH MEMBERSHIP PROVISIONS FOR PUBLIC BENEFIT CORPORATIONS]**

**ARTICLE 12  
MEMBERS**

**SECTION 1. DETERMINATION OF MEMBERS**

If this corporation makes no provision for members, then, pursuant to Section 5310(b) of the Nonprofit Public Benefit Corporation Law of the State of California, any action which would otherwise, under law or the provisions of the Articles of Incorporation or Bylaws of this corporation, require approval by a majority of all members or approval by the members, shall only require the approval of the Board of Directors.

**WRITTEN CONSENT OF DIRECTORS ADOPTING BYLAWS**

We, the undersigned, are all of the persons named as the initial directors in the Articles of Incorporation of United Outreach of El Dorado County, a California nonprofit corporation, and, pursuant to the authority granted to the directors by these Bylaws to take action by unanimous written consent without a meeting, consent to, and hereby do, adopt the foregoing Bylaws, consisting of eleven pages, as the Bylaws of this corporation.

Dated: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Director

\_\_\_\_\_  
\_\_\_\_\_, Director

\_\_\_\_\_  
\_\_\_\_\_, Director

\_\_\_\_\_  
\_\_\_\_\_, Director

\_\_\_\_\_  
\_\_\_\_\_, Director

**CERTIFICATE**

This is to certify that the foregoing is a true and correct copy of the Bylaws of the corporation named in the title thereto and that such Bylaws were duly adopted by the Board of Directors of said corporation on the date set forth below.

Dated: June 6, 2005

\_\_\_\_\_, Secretary



www.UOEDC.org

## United Outreach of El Dorado County

Board Minutes

Wednesday, December 5, 2007

Green Valley Community Church

Members Present: Art Edwards, Reuben Jessop, Craig Klatt

Advisory Board Members Present: Margaret Leonard, Michelle Witt, Hugo Gervais, Joyce Aldrich, Stacy Bolton, John Conforti, Kate Doyle, Rene Evans, Linda Gates, Yvette Harmon, Sue Huffstutler, Rick Meagher, James Moreants, Anna Richter, Dickson Schwarzbach, Bev VanMeurs, Tom VanNess

- A. VOTED – Agenda Approved
- B. VOTED – Minutes Approved
  
- C. Program Report – Michelle Witt
  - a. 20-25 Guests per night
  - b. El Dorado Transit is transporting guests
  - c. Volunteers bring some food; but need more items other than bread, milk, & eggs
  
- D. Finance Report – Margaret Leonard
  - a. First ED County invoice was \$12,500
  - b. Grant was requested for \$42,000 through Sacramento Regional Emergency Food & Shelter
  - c. Federated Church donated \$10,500
  - d. Laundryland has been doing our laundry at no charge
  - e. Business Cards were purchased from Minuteman Press at no charge
  - f. Crab Feed fundraiser donated \$186
  - g. Hats fundraiser has amounted to \$400 so far
  - h. Received 3 donations of \$500 each
  - i. Camino SDA Church purchased room dividers at no charge to UO
  
- E. Fundraising Report – Ruben Jessop
  - a. Hats for Homeless – 3 hats left; more will be made
  - b. Fairgrounds will be available for 2-4 nights/week, if needed

- F. Continuum of Care – Joyce Aldrich
  - a. Beginning January Board Meeting, the Continuum of Care Meeting will follow the United Outreach Board Meeting.
  
- G. Pollock Pines Report – John Conforti, Rene Evans
  - a. Separate non-profit corporation has been formed for the purpose of fundraising
  - b. Monthly meetings on the third Tuesday of each month at 12:00
  
- H. Next Board Meeting – Jan 15, 2pm, GVCC
  
- I. Adjournment – 3:00 pm

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 14 2006

UNITED OUTREACH OF EL DORADO COUNTY  
PO BOX 1675  
DIAMOND SPRINGS, CA 95619

Employer Identification Number:  
04-3817236  
DLN:  
17053237009015  
Contact Person: PATRICE WHANG ID# 95083  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
January 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
June 16, 2005  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
January 31, 2010

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

