

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

*** * * * ***

RESOLUTION:

- A) AUTHORIZING AND DIRECTING THE DIRECTOR OF THE DEPARTMENT OF HOUSING, OR DESIGNEE(S), TO EXECUTE AN AGREEMENT WITH THE HOUSING ENDOWMENT AND REGIONAL TRUST OF SAN MATEO COUNTY (HEART) IN A TOTAL AMOUNT NOT TO EXCEED \$2,400,000 TO DISBURSE UP TO \$2,300,000 IN LOANS TO QUALIFIED LOW-INCOME RESIDENTS RESIDING IN THE SEVEN MOBILEHOME PARKS LOCATED IN UNINCORPORATED SAN MATEO COUNTY FOR THE PURCHASE OF APPROVED NEW MOBILEHOME UNITS AND FOR AN ADMINISTRATIVE FEE NOT TO EXCEED \$100,000, FOR A TERM OF JULY 1, 2026 THROUGH JUNE 30, 2028; AND**
- B) GRANTING A WAIVER OF COMPETITIVE BIDDING PURSUANT TO COUNTY ADMINISTRATIVE MEMO B-1**
-

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, mobilehomes parks serve as a form of naturally occurring affordable housing, and more than 700 county residents live in one of the seven mobilehome parks located within unincorporated San Mateo County; and

WHEREAS, in recent years, the County has implemented programs to address health and safety concerns associated with the significant aging and degradation that characterize many housing units located within these parks; and

WHEREAS, in 2024, the Board approved a grant of \$2,000,000 to The Housing Endowment and Regional Trust of San Mateo (HEART) to pilot the Mobile Home Loan Program (“MHLP”), an affordable financing program for low-income residents living in the County’s seven unincorporated mobilehome parks; and

WHEREAS, the pilot supported 20 low-interest loans of up to \$100,000 to assist with the purchase of new replacement mobilehome units; and

WHEREAS, as of April 2026, HEART distributed all loans at interest rate of 0.5-1.0 percent, assisting 20 households to replace their aging units with new, modern manufactured units with greater space, safety and an expected useful life of up to 55 years; and

WHEREAS, the MHLP pilot demonstrated a cost-effective and impactful method of improving housing conditions for vulnerable families living in San Mateo County's mobilehome parks; and

WHEREAS, under the terms of a new agreement with HEART to continue implementation of the MHLP ("Agreement"), the County would provide HEART with \$2,400,000 to fund an additional 20 low-interest loans to low-income residents residing in one of the seven mobilehome parks located in unincorporated San Mateo County to use towards the purchase of approved new units; and

WHEREAS, subject to the new Agreement, the maximum individual loan amounts under the MHLP would be \$115,000, up from \$100,000 under the pilot. The higher maximum amount allows new borrowers to better cover current purchase costs, as well as the costs of closing, removal of the old unit, and any critical safety improvements needed during installation; and

WHEREAS, borrowers must be current residents whose primary residence is located within one of the seven unincorporated mobilehome parks. Eligible households must have incomes at or below 80 percent of the Area Median Income and demonstrate

sufficient income to cover loan payments, space lease payments, and other household expenses; and

WHEREAS, no downpayment is required, and interest will be fixed at rates not to exceed four (4) percent per annum, or less, based on lower income levels, over a 30-year term; and

WHEREAS, the Agreement also includes up to \$100,000 to support HEART's costs and administrative expenses, including staff costs and expenses on activities including loan servicing, marketing, and outreach. The proposed term of the Agreement is from July 1, 2026, through June 30, 2028; and

WHEREAS, HEART will seek to leverage the County's additional investment and commitment to raising an additional estimated \$3,500,000 from philanthropic and city partners within the next two years; and

WHEREAS, with that additional capital, HEART would be able not only to issue a further 30 loans at additional mobilehome parks, but also to achieve a self-sustaining loan fund that would have the capacity to issue up to three new loans on an annual basis based on repayments to HEART; and

WHEREAS, as a nonprofit joint powers authority whose mission is to create and preserve affordable housing for low-and moderate-income families throughout San Mateo County, HEART is uniquely qualified to assist the County in administering the MHLP; and

WHEREAS, the County's Agreement with HEART, as a joint power entity, is also subject to a waiver of competitive bidding pursuant to County Administrative Memo B-1, § IV(D)(2), and the Board desires to grant such a waiver; and

WHEREAS, after the loans funded by the MHLP have been administered, HEART will continue the program as a revolving loan fund providing affordable financing for mobilehome residents in unincorporated San Mateo County or otherwise use the funds for purposes consistent with its mission to create and preserve affordable housing for low-and moderate-income families throughout San Mateo County; and

WHEREAS, the Board has reviewed the proposed Agreement and examined it as to form and content and desires to enter into the Agreement.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Director of the Department of Housing, or designee(s), is authorized and directed to execute the Agreement with HEART in an amount not to exceed a total of \$2,400,00 to disburse up to \$2,300,000 in loans to qualified low-income residents residing in the seven mobilehome parks located in unincorporated San Mateo County for the purchase of approved new mobilehome units and for an administrative fee not to exceed \$100,000, for a term of July 1, 2026 through June 30, 2028.

BE IT FURTHER RESOLVED that the Director of the Department of Housing, or designee(s), is authorized to execute amendments to the Agreement which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

BE IT FURTHER RESOLVED that the Director of the Department of Housing, or designee(s), acting in consultation with the County Attorney, is hereby authorized to negotiate and execute all agreements, documents, certificates and amendments in

connection with the Agreement to effectuate programmatic modifications as necessary and advisable to effectuate the purposes of this resolution.

BE IT FURTHER RESOLVED that the Board finds and determines that granting a waiver of competitive bidding for the services provided under the Agreement is appropriate pursuant to County Administrative Memo B-1, § IV(D)(2), and the Board hereby grants such waiver.

* * * * *