



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Department of Housing



**Date:** February 3, 2016  
**Board Meeting Date:** February 23, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Ken Cole, Director

**Subject:** Authorize an Agreement to Share Master Planning Expenses with the City of Redwood City for Middlefield Junction

**RECOMMENDATION:**

Adopt a resolution:

- A) Authorizing the Department of Housing to enter into an agreement with the City of Redwood City to share master planning expenses for Middlefield Junction;
- B) Authorizing the Director of the Department of Housing to execute such agreement as approved by County Counsel; and
- C) Authorizing an appropriation transfer request transferring \$100,000 from the North Fair Oaks Forward Budget and appropriating \$100,000 in unanticipated revenue from the City of Redwood City to the Department of Housing Budget.

**BACKGROUND:**

On September 30, 2014 the County of San Mateo (the "County") acquired 2700 Middlefield Road, a three acre parcel behind the new Fair Oaks Health Clinic. The County also owns 2500 and 2510 Middlefield Road, a two acre parcel, where the County's Human Services Agency office and the Fair Oaks Branch Library run by Redwood City are located. The City of Redwood City ("Redwood City") owns 2600 Middlefield Road, a 2.7 acre parcel, where the Fair Oaks Community Center is located. These parcels are collectively referred to as "Middlefield Junction" for planning purposes.

Initially, the County's Department of Housing was tasked with evaluating the 2700 Middlefield Road parcel for possible development of affordable housing. Independently, Redwood City was evaluating the possibility of updating the community center and library. Together these parcels represent a significant opportunity to master plan a joint redevelopment project to revitalize the delivery of services to the community, add much

needed affordable housing stock and engage residents to help reimagine their neighborhood.

**DISCUSSION:**

The County and Redwood City are negotiating an agreement to pool resources and jointly plan Middlefield Junction to identify the highest and best use of all parcels to most efficiently serve a community that crosses jurisdictional boundaries. The County will manage the project and resources. The County has allocated **Measure A** funds in the FY 2015-16 budget for North Fair Oaks Forward and \$100,000 of this allocation has been dedicated to the planning costs associated with redevelopment of 2700 Middlefield Road. Redwood City has also budgeted \$100,000 for planning costs related to the Fair Oaks Community Center and the Fair Oaks Branch of the Library. Under the terms of the proposed agreement and appropriation transfer request (ATR), the funds will all be appropriated in the Department of Housing for management.

County Counsel has reviewed and approved the Resolution and ATR as to form, and will review the final agreement prior to execution by the County.

Approval of this action contributes to the 2025 Shared Vision outcome of a Livable Community, as the project will provide important information about key properties that can be developed for the benefit of the residents and visitors to the North Fair Oaks community.

**FISCAL IMPACT:**

The master planning project totaling \$200,000 is funded by a transfer of \$100,000 in **Measure A** funding appropriated in the FY 2015-16 Adopted Budget for North Fair Oaks Forward and a \$100,000 contribution from the City of Redwood City. There is no Net County Cost associated with this action.