



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** October 15, 2015  
**Board Meeting Date:** October 20, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Ken Cole, Director, Department of Housing  
Steve Monowitz, Director, Department of Planning and Building  
John Nibbelin, Deputy County Counsel  
Peggy Jensen, Deputy County Manager

**Subject:** Update on Affordable Housing Initiatives.

**RECOMMENDATION:**

Accept the Affordable Housing Initiatives report and provide any necessary direction.

**BACKGROUND:**

At the affordable housing study session in March of this year, your Board reviewed 11 housing initiatives proposed by staff, added 18 additional ideas and directed staff to report back on all 29 concepts. In June, staff proposed work plans and budgets for all 29 initiatives and in September, with the adoption of the FY 2015/17 budget, \$14.03 million in Measure A and other funds were appropriated for affordable housing work.

**DISCUSSION:**

This memo summarizes the allocated funding by project category and highlights recent and upcoming work on the initiatives. A matrix with the status of all 29 initiatives is included in Exhibit A.

**How were the Affordable Housing Funds Allocated?**

The 29 affordable housing initiatives have been grouped into six categories, by type of project. The categories, number of projects in each category and the funding and source for each category are noted on the table below.

<b>Affordable Housing Project Categories</b>	<b>Number of Projects</b>	<b>Measure A Funding</b>	<b>Other County Funding</b>	<b>Total Funding</b>
Housing Development	8	8,905,000		8,905,000
Housing Preservation	3	1,530,000		1,530,000
Home Ownership	1		1,500,000	1,500,000
Tenant/Landlord Services	8	960,000		960,000
Planning and Zoning	7	335,000		335,000
Collaborative Housing Policy	2		250,000	250,000
Staff		400,000	150,000	550,000
<b>TOTAL</b>	<b>29</b>	<b>12,130,000</b>	<b>1,900,000</b>	<b>14,030,000</b>

As shown on the table, the County has devoted over \$10.4 million in Measure A funding to affordable housing development and preservation. An additional \$1.5 million has been allocated for home ownership and almost another \$1million for tenant and landlord services. Planning and zoning projects and work on collaborative housing policy account for just over \$550,000 and an additional \$550,000 has been allocated for staff.

### **What Has Been Accomplished To Date?**

Since receiving direction to work on the 29 initiatives, staff from County Counsel, Housing, Planning and Building, Environmental Health and the County Manager's Office have been working on multiple initiatives. Your Board has also taken multiple actions. Recent accomplishments include:

- In June, the Board approved \$6 million in Affordable Housing Funds grants for the development of over 330 new affordable housing units and rehabilitation of 20 units.
- Also in June, the Board approved an extension of the 21 Elements contract to develop implementation tools for impact fees and other city and county housing element proposals. The contract is jointly funded by C/CAG and the County.
- A contract for \$300,000 was awarded to HIP Housing in July to enhance the marketing and outreach for their home sharing program.
- The Board allocated \$1.5 million to create a homebuyer assistance program based on the START model in August.
- The Board appropriated \$450,000 in October for an enhanced apartment inspection program. The Countywide program will be developed by Environmental Health and begin in early 2016
- An RFP for the \$500,000 Housing Innovation Fund was issued by the Department of Housing in September. Proposed awards will be presented to the Board in December.

- County Counsel provided a detailed memorandum on the continuum of renter protection services to all Board members in September.
- Supervisors Horsley and Slocum convened the first meeting of the Closing the Jobs/Housing Gap Task Force on September 24<sup>th</sup>. Over 50 representatives from a countywide group of public, private and non-profit organizations are participating in the Task Force. The second meeting is October 22<sup>nd</sup>.
- The Planning Commission will have an information session on second unit regulations on October 28<sup>th</sup>. The Planning Commission is expected to approve regulations by the end of the year and the proposed regulations will be brought to the Board early in 2016.
- The Department of Housing and the County Manager's Office have each added one term staff member to assist with the housing initiatives. The Planning department will be hiring an additional staff person within the next two months.

### **What Is Coming Next?**

Over the next four months, County Counsel will bring four ordinances related to affordable housing to the Board for consideration:

- A mobile home park conversion moratorium
- Revisions to the mobile home rent control ordinance
- Inclusionary housing ordinance
- Residential and commercial impact fee ordinances

In addition, consulting contracts for work on four affordable housing initiatives will come to the Board over the next six months.

- Contract for landlord and tenant information and referral services in late 2015
- Contract for affordable housing overlay zoning, no net loss feasibility study and second unit amnesty program design in late 2015.
- Joint Human Services Agency and Department of Housing contract for housing locator services for Section 8 clients and Human Services clients by early 2016.
- Contract for second unit design templates in early 2016.
- Contract for tiny house regulations and design templates in early 2016.

The current status of all 29 affordable housing initiatives is listed in Exhibit A, the spreadsheet of San Mateo County Affordable Housing Projects.

### **FISCAL IMPACT:**

There is no fiscal impact.