



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HOUSING

**File #:** 21-391

Board Meeting Date: 5/18/2021

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Raymond Hodges, Director, Department of Housing  
**Subject:** MOU Between County of San Mateo and City of Redwood City regarding a New Supportive Housing Project for Extremely Low-Income Seniors in Redwood City

### **RECOMMENDATION:**

Adopt a resolution authorizing and directing the County Manager, or Director of Department of Housing as designee, to execute a Memorandum of Understanding between County of San Mateo and the City of Redwood City regarding the planning and coordination of new permanent supportive housing for extremely low-income seniors on County property located at 1000 Twin Dolphin Drive, Redwood City, California 94065.

### **BACKGROUND:**

The State of California Department of Housing and Community Development made funding available through its Homekey Program, from which the County of San Mateo received an award. A Portion of the County's Homekey award supported the acquisition of the TownePlace Suites, a 95-unit hotel property located at 1000 Twin Dolphin Drive, Redwood City, CA 94065 (the "Property").

With your Board's approval, on December 3, 2020, the County acquired the Property, to provide service-rich permanent affordable housing for extremely low-income seniors, aged 62+, at or below 30% of Area Median Income, with a heightened risk for COVID-19 and who may be at risk of homelessness or previously experienced homelessness.

Then on December 22, 2020, the Department of Housing issued a Request for Qualifications in order to solicit Statements of Qualifications from affordable housing developers and service providers, with extensive experience owning, operating, managing and maintaining affordable senior housing as well as providing high-quality resident services and supportive services to seniors, to serve as the operator/manager of the Property.

On February 16, 2021, the selection committee chose MidPen Housing Corporation and its affiliated entities (collectively, "MidPen") as the operator and manager of the Property because they possess the experience and skills necessary to identify and secure long-term funding for the Property, to utilize a thoughtful approach in working with the local community and neighborhood groups, and to

utilize their existing network of partners to assist in the full-service operation and management of the Property, including the provision of services to residents who will need to remain stably housed and have a positive impact upon the surrounding community.

The new permanent affordable housing at the Property will provide 93 units of permanent affordable rental housing units with on-site services to provide housing stability to extremely low-income seniors and two onsite manager/staff units (the "Project").

The County will retain the Project as permanent, affordable housing for extremely low-income seniors, age 62+ throughout the fifty-five (55) year period of affordability as documented by an affordability covenant to be recorded against the Property.

**DISCUSSION:**

The County and the City acknowledge that success of the Project is dependent, in part, on a strong partnership between the County, the City and MidPen, as the manager and operator of the Project, as well as partners such as Mental Health Association, nonprofit service providers, the local businesses, local neighborhood associations and the surrounding community. Accordingly, subject to your Board's approval, the County seeks to enter into a Memorandum of Understanding ("MOU") with the City, which sets forth the parties' expectations related to the planning and coordination of the Project.

For instance, pursuant to the MOU, the County shall ensure that a community advisory committee is established to promote communication between the County, the City, MidPen, Project residents, City residents, businesses and community agencies to increase community awareness, connect MidPen to local resources and facilitate support for the Project.

In addition, pursuant to the MOU, the County and the City agree that, as part of the preference policy at initial lease up of the Project, certain vacancies that will be filled by eligible households referred by the County through its Coordinated Entry System ("CES") with a prioritization for referrals based on level of acuity as determined by CES assessment score with a preference overlay for households residing within the city limits of Redwood City. The parties also agree to meet and confer on a potential preference for homeless seniors living within the city limits of Redwood City for vacancies in the Project that arise due to turnover.

Both County and City staff prepared and negotiated the MOU. County Counsel has reviewed and approved the Resolution and the MOU as to form.

On May 10, 2021, the City presented the MOU before its City Council, and received authorization to execute the MOU with the County.

**FISCAL IMPACT:**

There is no net County cost associated with the County executing this MOU with the City.