



County of San Mateo

Inter-Departmental Correspondence

Department: HOUSING

File #: 18-583

Board Meeting Date: 7/10/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ken Cole, Director, Department of Housing

Subject: **Measure K** - Agreement with Project Sentinel for Landlord and Tenant Information and Referrals Services

RECOMMENDATION:

Measure K: Adopt a resolution authorizing the Director of the Department of Housing or the Director's designee to execute an agreement with Project Sentinel for Landlord and Tenant Information and Referrals Services for the term of July 1, 2018 through June 30, 2019 in an amount not to exceed \$190,000.

BACKGROUND:

Measure K is a 20-year half-cent sales tax extension passed by local voters in November 2016 to support essential County services and to maintain or replace critical facilities. The original tax was passed in 2012 (assigned as Measure A on that ballot). **Measure K** extends the sales tax for 20 years, until March 31, 2043. The Board and County staff have conducted study sessions and community outreach efforts to inform priorities of **Measure K** spending.

On May 16, 2017, Supervisors Don Horsley and Dave Pine recommended, and the Board adopted, the **Measure K** Allocation Plan and Affordable Housing Plan for FY 2017-18 and 2018-19. The County has approved the allocation of **Measure K** totaling approximately \$45.6 million to the Department of Housing ("DOH") over FY 2017-18 and 2018-19. Supervisors Horsley and Pine's recommendation included continuing and/or expanding initiatives that were part of the FY 2015-17 funding cycle, as well as funding a number of new initiatives and projects for the FY 2017-19 cycle. Landlord and Tenant Information and Referrals Services (the "Program") is one of the continuing initiatives included in the **Measure K** Allocation Plan.

In June 2015, DOH released a Request for Proposals ("RFP") for the Program, as directed by the Board on May 19, 2015 when it approved the Measure A Affordable Housing programs and projects allocations. Project Sentinel was selected through the RFP process to administer the Program.

DISCUSSION:

Project Sentinel, a nonprofit whose mission is "to develop and promote fairness and equality of

housing opportunity for all and to advocate peaceful resolution of disputes for community welfare and harmony,” has more than twenty years of experience in providing fair housing education and enforcement, landlord-tenant counseling/dispute resolution, homeownership mortgage counseling, and first-time homebuyer training.

The Program educates and informs landlords and tenants in San Mateo County about their rights and responsibilities, and provides conflict resolution, mitigation resources, and support to prevent unlawful evictions and rental-related conflicts. To date, Project Sentinel has achieved the following Program performance goals: introduction of the Renter’s Helpline; 19 workshops and presentations held throughout San Mateo County; 2,914 households gained information and advice through walking or calling in to Project Sentinel’s office seeking assistance with housing-related issues, or were assisted through outreach and education; and 137 cases have been counseled and/or conciliated. On average, the Housing Authority of the County of San Mateo refers one to three low-income tenants to the Renter’s Helpline per day.

In order for Project Sentinel to dedicate additional staff time to meet the Program’s high demand among San Mateo County residents, DOH recommends a budget increase of \$30,000-to \$190,000-from the current FY 2016-18 County agreement (Resolution 074423). DOH recommends a one-year agreement with Project Sentinel for the Program in FY 2018-19 to align the agreement with County’s budget cycle, as DOH cannot commit to fund the Program beyond FY 2018-19.

PERFORMANCE MEASURE:

| Measure | FY 17-18 Target | FY 17-18 Current | FY 2018-19 Target |
|---|------------------------|-------------------------|--------------------------|
| All calls and contacts for information and referral (I&R), counseling, and dispute resolution | 1,600 | 1,900 | 2,100 |
| Cases counseled, conciliated | 70 | 80 | 100 |
| Workshops/Training/Presentations | 8 | 8 | 10 |
| Fair Housing Symposium | N/A | N/A | 1 |
| Stakeholder collaborative working group meetings | N/A | 4 | 15 |
| Working relationships built and maintained with new and existing partner agencies/organizations | 20 | 20 | 20 |
| Fliers/brochures in Spanish, Tagalog, and Chinese distributed | 5,000 | 7,000 | 8,000 |

The agreement and resolution have been reviewed and approved as to form by County Counsel.

The resolution contains the County’s standard provisions allowing amendments of the County’s fiscal obligations by a maximum of \$25,000 (in aggregate), per agreement.

The resolution also contains a provision to allow the County Manager or designee to modify the performance measures to implement changes in the reporting requirements as may be appropriate to help the County more effectively communicate information about **Measure K** programs.

This agreement contributes to the Shared Vision 2025 outcome of Livable and Prosperous communities by helping ensure low income residents have fair and equal access to housing opportunities.

FISCAL IMPACT:

Net County cost amounts to \$190,000 of **Measure K** funds for the FY 2018-19 funding cycle. Net County cost amounts to an increase of \$30,000 from FY 2016-18 County agreement with Project Sentinel (Resolution 074423).