



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 5

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Community Development Department
MEETING DATE: February 16, 2021
SUBJECT:
Bay Meadows Tenant Services – Agreement

RECOMMENDATION:

Approve an agreement with Bay Meadows Affordable Associates, LLC to provide operational subsidies for tenant services at the Montara affordable housing development in the amount of \$245,704 and authorize City Manager to execute the agreement in substantially the form presented.

BACKGROUND:

The City received a grant allocation from the Permanent Local Housing Allocation (PLHA) program, which provides a permanent source of funding to all local governments in California to help cities and counties implement plans to increase housing affordability. This is a flexible funding source that can be used for a wide range of activities from increasing the housing supply to providing supportive services. The PLHA application requires that the City develop a 5-year plan to allocate spending. The services provided in this agreement are included in the City's 5-year plan.

The new affordable housing development at Bay Meadows, called Montara, was completed in the fall of 2020. The project includes 12 units that will participate in the VASH program, a housing assistance program for veterans who are homeless or at risk of homelessness. Another four units are prioritized for formerly homeless households referred by the San Mateo County Human Services Department. These targeted units include supportive services from the Veterans Affairs and the County, in addition to rental assistance as part of the financing package provided by the County of San Mateo. In response to feedback received at stakeholder meetings with neighboring properties, the City's Community Development and Police Departments worked with the developer, BRIDGE Housing, to expand its residence services at the property so more services are available and onsite hours are expanded for all tenants. To achieve the expanded services, a full-time services coordinator rather than a half-time position is required. This cost was not anticipated when the developer sought its funding commitments and results in a gap in the operating budget for the first four years of the project. This gap is estimated to range from \$58,000 to \$64,000 per year for four years.

BUDGET IMPACT:

This agreement for \$245,704 has a term of four years. The annual payment will range from about \$58,000 to \$64,000 per year. These funds are budgeted for this purpose in the PLHA Fund 36.

ENVIRONMENTAL DETERMINATION:

This agreement is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Bridge Housing Agreement

STAFF CONTACT

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