



**Main Office - Department of Housing**  
264 Harbor Blvd., Building A, Belmont, CA 94002-4017

**Housing & Community Development (HCD)**  
Tel: (650) 802-5050

**Housing Authority of the County of San Mateo (HACSM)**  
Tel: (650) 802-3300

**Board of Supervisors:**  
Dave Pine  
Noelia Corzo  
Ray Mueller  
Warren Slocum  
David Canepa

**Director:**  
Raymond Hodges

**Deputy Director:**  
Rose Cade

**COUNTY OF SAN MATEO DEPARTMENT OF HOUSING  
HOUSING & COMMUNITY DEVELOPMENT COMMITTEE (HCDC)**

# **HCDC STUDY SESSION – MEETING NOTES**

**MONDAY, SEPTEMBER 23, 2024**

**2:00 PM – 3:30 PM**

**Location: Monterra Credit Union 350 Convention Way, Redwood City, CA 94063**

**Zoom Option for Public Attendance**

Please find referenced materials on San Mateo County’s Department of Housing, Housing and Community Development Committee webpage: <https://www.smcgov.org/housing/hcdc>

## **1. CALL TO ORDER, ROLL CALL AND INTRODUCTIONS**

At 2:03PM, the meeting was called to order by Chair Ron Collins. Roll call conducted and quorum established by Karen Coppock.

### HCDC Members Present

- Ron Collins, Laura Escobar, Richard Beadle, Donna Colson, Richard Hedges, Monika Lee, Elizabeth Moreno, Nicole Moutoux, Nell Selander, Jenny Skoble, Annie Tsai
  - George Saman and Steven Van – arrived after the discussion of Public Comment

### HCDC Members Excused

- None

### HCDC Member Absent

- Lavinia Prema

### San Mateo County Housing and Community Development (HCD) Staff Present in-person

- Karen Coppock, Raymond Hodges, Helen Tong-Ishikawa, Jan Stokely, Ronak Moradi, Mica Balagtas, Stephen Bajza, Danita Robertson, Anson Toy, Eleazar Malabanan, Jessica Mullin, Jessica Chambers, Timothy Ponti, Yesenia Jimenez, Ramaah Sadasivam (County Attorney)

### San Mateo County Housing and Community Development (HCD) Staff Present Virtual

- Alejandro Segura

## 2. PUBLIC COMMENT (ON ITEMS NOT ON AGENDA)

Public comments solicited by Chair Ron Collins. An HCDC member, Richard Hedges shared information about Kansas City (Missouri) which recently converted office buildings to 600 housing units. There are available properties within the County, but the question is whether the County and cities are willing to pursue the option.

## 3. HCDC FY24 MEETING SCHEDULE

- November 13, 1-2:30 PM – Winter NOFA HCDC Public Hearing to review and establish funding needs and priorities.
- February 2025 – Winter NOFA Study Session
- March 2025 – Winter NOFA Public Hearing
- May 2025 – Affordable Housing Fund (AHF) Study Session and the AHF Public Hearing

## 4. STUDY SESSION

### *The State of the Housing Department*

Department of Housing Director Ray Hodges highlighted the department's achievements over the past fiscal cycle. These included: 330 new affordable homes currently under construction; completion of 813 new and renovated affordable homes; \$40.5 million in awards to support 431 new affordable homes; receiving a \$13.9 million Homekey award for the Ramada Inn conversion in South San Francisco; \$8.5 million in awards to housing development and rehabilitation, minor home repair, public facilities upgrades, fair housing services, and support services for homeless households; receiving a \$5.2 million Encampment Resolution Grant award; 101 County housing vouchers. Kiku Crossing, a recently completed affordable housing development, was highlighted in addition to construction commencement of the new Stone Pine Cove farmworker home ownership community in Half Moon Bay.

Regarding Housing Needs, specifically Housing Production and Homelessness statistics, Ray Hodges shared the 2023-2031 Regional Housing Needs Allocation (RHNA) data which indicates all 21 jurisdictions with San Mateo County are expected to produce affordable housing units as follows:

- For Very Low Income: 12,196 units
- For Low Income: 7,023
- For Moderate Income: 7,937
- For Above Moderate Income: 20,531

When compared to the last RHNA cycle (2015-2022), the County did well in the Above Moderate-income housing but fell short in the other three categories. Therefore, very low income (VLI) and low income (LI) will be the County's focus.

Clarification was requested on what types of housing were included in the RHNA figures. The County's focus will be for the VLI and LI.

One of the HCDC member asked if there is a way to track the data on the correlation between affordable housing needs dropping or increasing. The closest or easiest method is by counting the number of incoming applications. There are jurisdictions that don't have waiting lists and are finding that studios and 1-BRs are difficult to fill.

Another questions was raised by a HCDC member if for the goals in RHNA 5 that had not been met, do they get rollover to RHNA 6, and what are the ramification of not meeting the RHNA goals? Ray Hodges answered by stating that the State recalculates every cycle so the gap will still exist.

Ray Hodges then proceeded in discussing Homelessness, comparing the data from 2022 vs 2024. The data showed that the Sheltered Homelessness increased by 38%, this driven by the increased shelter capacity within the County. While the Unsheltered homelessness increased by 5%. The data was based on only one night. Factors that might affect the data is when there is a change in the number of occupants for each day. The Human Services Agency (HSA) also tracks the length of time of how long to move a homeless to a permanent housing daily. It was also mentioned that Shelter Circuit does not really push affordable housing as opposed to bouncing from one shelter to another. Homeless Management Information System (HMIS) data provides a history of assistance that can be viewed in HSA System. On the same HSA database, it shows that 40-45% of homeless individuals are at least 55 years old and older; it also has the capability to show the number of homeless who has special needs or disabilities. The homeless Veterans in 2013 is at 13% as opposed to 2024 which shows that it decreased to 2% or is equivalent to 42 households. The HUD – VASH Rental Assistance and SSVF Supportive Services has been instrumental with the significant decrease of homeless Veterans, as well as CalVets Home Loans (CalVet), and Veterans Housing and Homelessness Prevention Program (VHHP) from the State, also with the help of City/County Funding from the local government. Ray Hodges highlighted the 3 projects that were funded and completed for the homeless Veterans which are Willow Veterans Housing in Menlo Park, Colma Veterans Village in Colma City, and Fair Oaks Commons in North Fair Oaks.

Moving over to another item on the agenda which is Funding Landscape. For Local, there is a continuous steady investment of \$20M a year through the AHF. For Regional, an update regarding Bay Area Housing Finance Authority (BAHFA) was that there will be some delay; it was pulled out from the November ballot due to last minute lawsuits and desire to first focus on Proposition 5. On State level, there is a serious budget deficit and there were some difficult decisions to be made. Critical programs got salvaged with some minor shaves to the budget but there were significant reductions to the Infill Infrastructure Grant (IIG), CalHOME, and VHHP programs. Lastly on Federal, things have been generally level in the overall HUD budget, but Federal funding allocation for the County has been declining slightly year over year. From FY23 to FY24 it decreased by 8% with HOME being the largest contributor (decreased by 8%). From FY23-24 it increased to a total of 2%. County is using the ~\$1-2M/year in new PLHA funds to bridge the gap with half of the allocation for new affordable housing projects and the other half for shelter operations (including Navigation Center).

The HCDC members also wanted to know if the CDBG funding is down by 10%. The CDBG funding for County level was up by 3% while HOME funding was down by 16%. There was also a clarification on the Zoning Ordinance Education / Outreach, in which there was a disagreement between Legal Counsels from different jurisdictions which resulted to an issue.

Another completed project was highlighted which is the Firehouse Square in Belmont City which is conveniently located near a major grocery store and other establishments. It has 66 housing units.

### ***Housing and Community Development Plans***

Karen Coppock started the discussion about the Housing and Community Development (HCD) guiding priorities and goals. The Housing Element, this outlines how the cities, or the different counties will meet its RHNA goals and other housing-related goals, which is required by the State. The Consolidated Plan outlines how the community will use federal grants to address the needs such as housing, community, and economic development. This is a five-year plan (2023-2027) with an associated Annual Action Plan (AAP). The priorities for the next AAP will be discussed in the HCDC meeting this coming November 2024. Lastly, the DOH's work is also guided by other relevant plans such as the County's Continuum of Care (Coc) Strategic Plan on Homelessness and the Housing Authority's Move To Work Plan.

Community Engagement was key to developing both the ConPlan and Housing Element including thousands of survey responses from community members (in English, Spanish, Chinese and Tagalog), consultation with a diverse set of stakeholders such as advocates, service providers and builders, and Public Meetings/Hearings. Key themes were identified through this community engagement work, which are categorized into 3 major groups which are housing needs, services needs, and some of its challenges. There was a robust discussion about the needs around childcare and Committee decided it will discuss this in detail in the following priority setting session in November.

For Programs and Policies, there are currently more than 100 action items across ConPlan and Housing Element, which were narrowed down to 10 categories:

- Protect Existing Affordable Housing Stock
- Support New Housing for Extremely Low to Moderate-Income Households and Special Needs Households
- Promote Sustainable Communities through Regional Coordination Efforts and Locating Housing Near Employment, Transportation, and Services.
- Promote Equal Housing Opportunities
- Promote Equity through Housing Policy and Investments
- Require or Encourage Energy Efficiency, Resource Conservation, and Climate Resiliency Design in New and Existing Housing.
- Provide Services to Stabilize Low- to Moderate-Income (LMI) and Special Needs Households.
- Assist Persons Experiencing and At-Risk of Homelessness Access to Shelter and Move into Stable Housing.
- Improve and Construct Public Facilities that serve LMI and Special Needs Households.
- Microenterprise and Job Creation

The Affirmatively Furthering Fair Housing or AFFH prohibits discrimination in housing-related programs/policies but also requires that HUD and grantees administer its programs and activities in a manner that affirmatively furthers the purposes of the Act. There is also a resource map that was provided by the State, reason being is that it will ensure that the funding is appropriately allocated, and it also identifies and shows awareness of where the more affluent areas are located. A concern about childcare has been raised again, Jan Stokely shared to everyone that the County cosigned a bill that is now being reviewed in Sacramento.

The ConPlan's 5-year plan was approved earlier this year and the HCD will be submitting annual action plans each year. The next 5-year ConPlan is due in 2028. Once the final Housing Element plan is approved, the HCD will work collaboratively with County's Planning Department to meet its goals.. The next Housing Element cycle will start in 2031.

Some resources that were shared that are related to Housing Plans are as follows:

- Unincorporated County Housing Element (2023-2031)  
<https://www.smcgov.org/planning/san-mateo-county-housing-element-update>
- San Mateo County Consolidated Plan (2023-2027)  
<https://www.smcgov.org/housing/consolidated-plan>
- San Mateo County CoC Strategic Plan on Homelessness (2022-2025)  
<https://www.smcgov.org/media/139336/download?attachment>
- Housing Authority of San Mateo County MTW Plans  
<https://www.smcgov.org/housing/mtw-annual-plans-and-reports>

### ***Affordable Housing Pipeline and Funding***

Before discussing the next topic, the Colibri Commons in East Palo Alto was highlighted, it has 136 affordable housing units and is expected to be completed in the Summer of 2025.

Jan Stokely shared that \$272M in fund have been provided through the AHF process. The project types supported by this funding includes new construction rental, homeownership, and rehab of existing rental units. AHF is also a collaboration vehicle with other County agencies, which award capital funds for special needs population, such as Behavioral Health and Recovery Services, Children and Family Services, and Public Health. It also serves a vehicle to award other Federal and State funds awarded to the County to meet local housing needs. Even though AHF funding is limited to providing housing for households up to 80% AMI, HCD finds that most of our projects are targeting an average of 48.26% AMI, closer to the VLI incomes.

Jan further explained that HCD prioritizes worthy projects through the applicant's readiness to apply for tax credit, this is the last piece of the affordable housing finance "capital stack" which is increasingly becoming very competitive. To illustrate:

- Second round 9% 2024 tax credits: 103 applications and 26 awards

- Second round 4% 2024 tax credits/bonds: 221 applications and 71 awards

In relation to AFFH, the prioritization of projects located in a “high opportunity” area helps counter historic discrimination. The applicants also leverage in other funds either from a city or the State. Moreover, the applicant should address a priority need per Housing Element, ConPlan, Homelessness Plan for large family units, special needs population, especially for formerly homeless, and farmworker housing.

Lastly, there are 14 projects in the predevelopment pipeline, which equates to around 1,300 housing units.

## **5. ELECTION OF NEW CHAIR AND VICE CHAIR OF THE HCDC**

Chair Ron Collins calls for the nomination and election for the new Chair as his term ends. There was one slate of candidates nominated: Donna Colson was nominated to be the new Chair and Nell Selander as Vice Chair. Both nominations were accepted, and the Committee voted unanimously to appoint Donna Colson as Chair and Nell Selander as Vice Chair. It was also clarified during the meeting that role of the Chair mostly entails facilitating the meetings with the public. There was also suggestion that there should be a term limit of 2 years to give everyone an opportunity to lead the Committee.

## **6. NEXT MEETING**

Public Hearing on Wednesday, November 13, 2024, 1-2:30 PM

## **7. ADJOURNMENT**

Chair Ron Collins motioned to adjourn the meeting at 3:00 PM; the motion was passed.