



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

**Board of Supervisors**

**DATE:** December 1, 2004

**BOARD MEETING DATE:** December 14, 2004

**TO:** Honorable Board of Supervisors

**FROM:** Supervisor Mark Church, Board President *mc*  
Supervisor Rich Gordon, Board Vice President *RG*

**SUBJECT:** Board Housing Committee Report – Formation of the Department of Housing

**RECOMMENDATION:**

1. Accept the report from the Board Housing Committee
2. Approve the creation of the Department of Housing, and
3. Direct the County Manager to bring back the necessary documents to implement the formation of the Department of Housing.

**VISION ALIGNMENT:**

**Commitment:** Offer a full range of housing choices.

**Goal:** Housing exists for people at all income levels and for all generations of families.

**BACKGROUND:**

During the June Budget Hearings for FY 2004-05, Supervisor Church recommended that a Board Committee be established to work with the County Manager and look at the feasibility of restructuring the Office of Housing and establishing a stand-alone Department of Housing. The Office of Housing is currently under the domain of the Human Services Agency. Creating the Department of Housing would put housing on equal footing with other departments which handle issues that are high on the list of residents' concerns like: health, public safety, transportation and the environment. Currently, the Human Services Agency administers and oversees all housing activities under the Office of Housing which includes the Housing Authority, Housing and Community Development, and the Center on Homelessness.

**DISCUSSION:**

Following the June Budget Hearings, several meetings of the Board Housing Committee were held to examine the way in which other counties structure housing activities, and look at alternative organizational structures for San Mateo County.

Based on this review, the Committee is recommending the formation of a new Department of Housing with a department head who reports directly to the County Manager and the Board of Supervisors. The activities within this new department would include the Housing Authority and Housing and Community Development. Services provided by the Center on Homelessness would remain within the Human Services Agency.

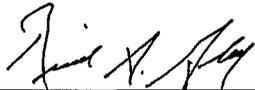
The formation of a Department of Housing would allow for a more focused approach to increasing the supply of affordable housing countywide and create greater awareness on the activities of the Housing Authority. Additionally, increased emphasis would be placed on long-range planning for housing, redevelopment, and economic development in the unincorporated areas.

The Board Housing Committee is recommending that the Board of Supervisors approve the creation of the Department of Housing, and direct the County Manager to move forward with the necessary documents for implementation in January 2005.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report. However, work is underway to determine the costs associated with the creation of this new department. It is anticipated that the implementation costs will be minimal.

  
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Supervisor Mark Church

  
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Supervisor Rich Gordon