



REGULAR MEETING MINUTES

Date: 7/11/2018
Time: 6:30 p.m.
City Hall – “Downtown” Conference Room
701 Laurel St., Menlo Park, CA 94025

A. Vice Chair Merriman called the meeting to order at 6:30 p.m.

B. Roll Call

Present: Nevada Merriman, Julianna Dodick, Karen Grove, Rachel Horst, Wendy McPherson, Michele Tate
Absent: Meg McGraw-Scherer
Staff: Community Development Director Mark Muenzer, City Attorney Bill McClure, Senior Planner Corinna Sandmeier, Management Analyst II Mike Noce

C. Public Comment

No public comments were received.

D. Regular Business

D3. Review and recommend the City Council adopt an ordinance establishing tenant relocation assistance (Staff Report #18-014-HC)

Vice Chair Merriman moved Item D3 prior to D1 at the request of staff.

Staff Noce introduced the item and City Attorney McClure was present to answer questions.

- Courtney Pal spoke in support of tenant relocation assistance and other tenant protections.
- Evelyn Stivers, Housing Leadership Council of San Mateo County, spoke in support of tenant relocation assistance.

By consensus, the Housing Commission requested staff make changes and return with the updated draft ordinance at the August 8, 2018, regular Housing Commission meeting. Requested updates included:

- a) Draft the ordinance as an urgency ordinance
- b) Modify household eligibility to be include those where more than 30 percent of the household income is required to pay either the market rate rent or the proposed new rent
- c) Define significant rent increase as any rent increase, or multiple rent increases that cumulatively raise the rent during a 12-month period, to more than the previous year’s consumer price index plus five percent
- d) Define residential property to include any housing unit offered for rent or lease, including single-family residences
- e) Include one month additional assistance for special circumstance tenants
- f) Include a 60-day rental subscription service

- D2. Review and provide feedback on potential amendments to the El Camino Real/Downtown Specific Plan related to housing (Staff Report #18-013-HC)

Vice Chair Merriman moved Item D2 after Item D3 at the request of Commissioner Tate.

Staff Sandmeier introduced the item.

- Courtney Pal spoke about the need for increased density and additional housing in the El Camino Real/Downtown Specific Plan area.
- Evelyn Stivers spoke about increasing the use of public land for more affordable housing projects in particular family oriented housing development.

By consensus, the Housing Commission collectively made several recommendations to staff, including:

- a) Increase the residential unit density, similar to that in General Plan Update for the M-2 area
- b) Reduce the parking requirements in proximity to public transit
- c) Increase building height limits
- d) Provide for additional affordable housing, especially on city-owned property
- e) Provide for designated workforce housing
- f) Expand the El Camino Real/Downtown Specific Plan area boundaries

Commissioner Tate left the meeting at 8:28 p.m.

- D1. Approve the minutes for the June 13, 2018, Housing Commission meeting (Attachment)

ACTION: Motion and second (Grove/Dodick) to approve the June 13, 2018, Housing Commission meeting minutes, passes (5-0-2; McGraw-Scherer and Tate absent).

- D4. Review and approve 2018-19 Housing Commission subcommittee list and subcommittee assignments (Attachment)

ACTION: Motion and second (Merriman/Grove) to approve the Housing Commission subcommittee list and subcommittee assignments with the addition of Merriman to the Anti-Displacement subcommittee, passes (5-0-2; McGraw-Scherer and Tate absent).

E. Reports and Announcements

- E1. Subcommittee reports (10 minutes):

No reports

- E2. Commissioner reports

Horst reported she has been in contact with a downtown Menlo Park business owner who shared their challenges in hiring and retaining employees due to the Bay Area housing crisis. She asked staff to consider a survey/study of employee displacement in Menlo Park, particularly in the downtown area.

Merriman asked for an update on planning a joint Planning and Housing Commissions meeting.

Merriman asked staff to consider studying Menlo Park zoning requirements from the perspective of impacts to the city's housing stock.

E3. Staff updates and announcements

Staff Noce reported on the following items:

- The California Housing Partnership has promoted Senior Housing Finance Consultant Meg McGraw-Scherer to be their new Peninsula Region Director.
- Senior Planner Deanna Chow, who has led the Housing Element Update and ConnectMenlo General Plan update projects in recent years, has been selected as the next Assistant Community Development Director overseeing the Planning Division.
- The July 17, 2018, City Council meeting is canceled. The next meeting is a special meeting August 6, 2018, followed by a confirmed meeting August 28, 2018. A decision will be made next month on a potential August 21, 2018, meeting.
- The Annual Downtown Summer Block Party is August 16, 2018, from 5:30–8 p.m. on Santa Cruz Avenue.

F. Adjournment

Vice Chair Merriman adjourned the meeting at 8:54 p.m.