



SPECIAL AND REGULAR MEETING MINUTES

Date: 3/12/2019
Time: 5:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

City Councilmember Catherine Carlton participated by phone from:
1000 E 5th Street
Austin, TX 78702

5:00 p.m. Closed Session (City Hall – “Downtown” Conference Room, 1st Floor)

CL1. Closed session conference with labor negotiators pursuant to Government Code §54957.6 regarding PSA

Attendees: City Attorney Bill McClure, Administrative Services Director Lenka Diaz

CL2. Closed session conference pursuant to Government Code §54957(b)(1) regarding public employee performance evaluation of the City Attorney

6:00 p.m. Study Session (City Council Chambers)

A. Call to Order

Mayor Mueller called the meeting to order at 6:07 p.m.

B. Roll Call

Present: Carlton, Combs, Nash, Taylor, Mueller
Absent: None
Staff: Assistant City Manager Nick Pegueros, City Attorney Bill McClure, City Clerk Judi A. Herren

C. Pledge of Allegiance

Mayor Mueller led the Pledge of Allegiance.

SS1. Best practices for chronic homelessness

Commander William Dixon made the presentation.

Bruce Ives with Life Moves described services and partnerships that are available. Mr. Ives also suggested more collaboration between the City and providers would be beneficial.

Lead Pastor and Executive Director David Shearin of Street Life Ministries spoke about their meal services provided to the homeless.

Chris Richardson with the Downtown Streets Team explained the services offered ranging from

employment assistance, housing, and beautifying the environment.

Christiana Lydans with the Samaritan House spoke about the basic safety net services, which include food, clothing, medical clinics, and financial assistance.

The City Council discussed bringing the Downtown Streets Team to Menlo Park and delivering Project Dignity on Wheels to the Bayfront neighborhood. There was consensus to create a City Council task force to collaborate with the service providers.

Deputy Community Development Director Rhonda Coffman made a presentation on the services provided by Redwood City.

7:00 p.m. Regular Session

D. Report out of Closed Session

None.

Assistance Public Works Director Nikki Nagaya introduced the new Safe Routes to School Coordinator Andre-Anne Cadieux.

Public Comment

- Jen Wolosin welcomed Andre-Anne as the new Safe Routes to School Coordinator.
- Jim Lewis with donated time from Karen Krieger spoke regarding sister city, Galway Ireland (Attachment).
- Matt Henry with donated time from Rose Bickerstaff spoke in support of merging the Belle Haven neighborhood into the Menlo Park school district.
- Pamela Jones spoke in support of merging Belle Haven and Menlo Park school districts.
- Chuck Jegada spoke in support of the Downtown Streets Team and supports the efforts made by Menlo Park.
- Muneerah Crawford spoke in favor of more resources going towards homelessness.

E. Consent Calendar

- E1. Accept the City Council meeting minutes for February 26, 2019 (Attachment)
- E2. Waive the second reading and adopt Ordinance No. 1055 to update inspection requirements of the Stormwater Management Program (Staff Report #19-043-CC)
- E3. Award a construction contract to Gruendl Inc. DBA Ray's Electric for rectangular rapid flashing beacon installation at five locations in the amount of \$301,016, approve a contingency in the amount of \$30,102; and appropriate \$235,000 from the Measure A fund balance (Staff Report #19-044-CC)

The City Council received clarification as to why the replacements are being installed.

- Pamela Jones spoke in support of pedestrian safety.
- E4. Approve an expenditure, not to exceed \$104,087, for fiscal year 2018-19 Xerox, Inc. services (Staff Report #19-041-CC)

ACTION: Motion and second (Carlton/Combs) to approve the consent calendar, passed unanimously.

F. Regular Business

F1. Approval of seventh amendment to the agreement of services for City Attorney William L. McClure (Staff Report #19-047-CC)

- Lynne Bramlett spoke in favor of an open process when selecting a candidate for vacant positions and commented on the city of Portland's strategic goals for hiring.

The City Council received clarification about the City Attorney's role of working under the direction of the City Council to provide legal counsel (about City matters) to the City Council and staff. Although the public does bring issues to the City Attorney's office directly, the responses vary dependent on the legal matters discussed.

ACTION: Motion and second (Combs/Nash) to approve the seventh amendment to the agreement of services for City Attorney William L. McClure, passed unanimously.

F2. Biennial review of the El Camino Real/Downtown Specific Plan and direction on plan amendments (Staff Report #19-045-CC)

City Attorney William McClure was recused and exited the chambers. Legal Counsel Eric Philips from Goldfarb Lipman was introduced to advise the City.

Assistant Community Development Director Deanna Chow and Senior Planner Corinna Sandnmeier made the presentation.

- Lynne Bramlett spoke in support of public outreach and input for the downtown specific plan.
- Angie Evans spoke in support of the Menlo Together recommendation.
- Patti Fry spoke in support of discussing the downtown specific plan and suggested that City Council identify short-term actions.
- Karen Grove spoke in support of the Menlo Together letter, prioritizing affordable housing and inclusion of the parking structure in the downtown specific plan.
- Diane Bailey spoke in favor of affordable housing, electric vehicles, eliminating carbon from new buildings and avoiding displacement.
- Tom Kabat spoke in support of reviewing the downtown specific plan because more attention needs to be paid to the environmental elements such as gas free buildings.
- Jen Wolosin spoke about the housing crisis, asking that staff provide more citywide housing data.
- Adina Levin spoke in support of more housing in the downtown area.
- Rachel Horst spoke in support of the Housing Commission recommendations and affordable housing on public land.
- Meg McGraw-Scherer spoke in support of affordable housing in downtown.
- Evan Goldin spoke in support of improving downtown, housing, raising building heights, and office development.

The City Council received clarification that the floor area ratio (FAR) could not be altered, but the density can change with the bonus level projects. There was also discussion regarding public outreach and a request to incorporate more visuals into the staff reports. Mayor Mueller expressed

interest in investigating the workforce housing and the missing middle.

- F3. Second reading and adoption of Ordinance No. 1053 to add residential tenant relocation assistance requirement and discussion of establishing a community housing fund to assist lower income tenants (Staff Report #19-046-CC)

Assistant to the City Manager Clay Curtin and Assistant City Attorney Cara Silver made the presentation.

- Judy Adams spoke in support of affordable housing and developing on public land.
- Angie Evans spoke in support of affordable housing and the need for a stronger ordinance.
- Karen Grove spoke in favor of donating the proposed community fund to the Samaritan House.
- Curt Conroy spoke in support of affordable housing but against fees on property owners.
- Rachel Horst spoke on the community fund and the importance of cost burden factors.
- Pamela Jones spoke on the process of ordinances and resolutions and in support of holding off on the adoption of the proposed tenant relocation ordinance.
- Ryan Carrigan spoke in support of the tenant relocation ordinance and the community housing fund.
- Jeff Deng spoke about the burden on the property owners under the proposed tenant relocation ordinance.
- Meg McGraw-Scherer spoke in support of the tenant relocation and the community fund.
- Lynne Bramlett spoke in support of the tenant relocation ordinance and suggested that AirBnB be investigated.

City Council discussed and came to a consensus to have the Samaritan House administer the program. There was also discussion regarding the community housing fund eligibility criteria, and ensuring that the fund's priority is for relocation services.

ACTION: Motion and second (Carlton/Combs) to adopt Ordinance No. 1053 to add residential tenant relocation assistance requirement and discussion of establishing a community housing fund to assist lower income tenants, passes 3 – 2 (Taylor and Nash dissenting).

- F4. Discuss and provide direction on the City's travel policy and/or adopt Resolution No. 6485 rescinding City Council Procedure No. CC-18-001 and adopting City Council Procedure No. CC-19-002 titled "City of Menlo Park Travel, Meal and Lodging Policy" (Staff Report #19-023-CC)

There was discussion on the use of a City title while traveling.

ACTION: By acclamation, the City Council approved the extension of this meeting past 11 p.m., passed unanimously.

ACTION: Motion and second to adopt Resolution No. 6485 rescinding City Council Procedure No. CC-18-001 and adopting City Council Procedure No. CC-19-002 titled "City of Menlo Park Travel, Meal and Lodging Policy", passed unanimously.

- F5. Approval of City Council appointments to various City Council subcommittees and liaisons to outside agencies (Staff Report #19-030-CC)

The City Council requested that the ad hoc subcommittee on Facebook/Willow Village and Housing be agendized at a future meeting.

ACTION: Motion and second to appoint City Councilmember Carlton and Mayor Pro Tem Taylor to the ad hoc subcommittee on Willow/101, appoint Mayor Mueller and City Councilmember Combs as liaisons to the Menlo Park Fire Protection District, and appoint City Councilmember Nash and Mueller to the ad hoc subcommittee on Minimum Wage, passed unanimously.

G. Informational Items

- G1. City Council and commission/committee annual attendance report for March 2018 – February 2019 (Staff Report #19-039-CC)

The City Council directed staff to have the commission/committee liaisons to connect with the members who are under the 67 percent attendance rate.

- G2. Update on proposed Cable JPA purchase of the Mid-Pen Media Center building at 900 San Antonio Road, Palo Alto, CA, using member agencies' PEG fees (Staff Report #19-048-CC)

- G3. City Council adopted fiscal year 2019-20 budget principles and 2019 priorities and work plan (Staff Report #19-049-CC)

The City Council directed staff to update the language to change accessibility to access the downtown parking solutions.

H. City Manager's Report

I. Councilmember Reports

J. Adjournment

Mayor Mueller adjourned the meeting at 11:19 p.m.

Judi A. Herren, City Clerk

These minutes were approved at the City Council meeting of April 9, 2019.

**JAMES LEWIS – REMARKS BEFORE THE
MENLO PARK CITY COUNCIL
TUESDAY, MARCH 12, 2019**

Mayor Mueller and Council Members:

I'm Jim Lewis this year's President with the Menlo Park Historical Association.

In 5 days, on March 17th, the annual holiday known as St. Patrick's Day will occur. This is especially significant in the City of Menlo Park as its Sister City is with Galway, Ireland. Galway is a city with a population of approx. 100,000 people, located on the west side of Ireland. It has a major university of approx. 18,000 students with links to Stanford. Hewlett Packard's European Headquarters is also located in Galway.

The Menlo Park link with Galway began approx. 150 years ago when two immigrants from Galway traveled to Menlo Park and purchased a large ranch, located near El Camino Real and Ravenswood Avenue. They named the ranch Menlo Park as it reminded them of a village in Galway known as Menlo. At the entrance to the ranch, they constructed a large gate similar in appearance to one located near the Menlo Castle. This gate was constructed in 1864 and came down approx. 60 years later in 1922.

I'm please to inform you that a replica of this gate has recently been constructed on the corner of Ravenswood Avenue and Alma Street. This Sunday, March 17th, at 2 pm, a dedication and ribbon cutting is planned and each of you and the entire community are cordially invited to attend. This project has been underway for many years, following the vision and efforts of a Menlo Park citizen, Ernst Meissner.

Fast forward to year 2013, Menlo Park signed a Friendship Agreement with the Galway Mayor followed by a Sister City Agreement signed June 3, 2016, by former Mayor Richard Cline. Prior to this, in 1960 and later in 1980 Menlo Park connected with Galway, including a visit from former Mayor Peg Gunn. This year's Mayor of Galway, Ireland is Niall McNelis. He would have liked to have been here today, but instead prepared a short video in his absence, which I'd now like to share.

(2 ½ minute video)

Thank you.

The Galway Mayor's 2 ½ minute video can be viewed on either of these two websites:

<https://sites.google.com/view/galwaymayor2019welcome/home>

<https://www.youtube.com/watch?v=4rqkhq8mVc8&feature=youtu.be>

'If I want to achieve anything, I hope it will be Galway as a special place to live'

BY KERNAN ANDREWS

Walking through Galway city centre with Niall McNelis is something of a stop-start experience, albeit a most cordial nature. He seems to know every second person we pass, and given he has just been elected Mayor of Galway City, a lot of people want to wish him well. "I swear, these are not plants!" he jokes. "It's not staged! But I have been flabbergasted by the amount of good will."

McNelis has been a city councillor for the Labour Party for close to a decade, and becoming mayor is a role he feels honoured to hold. "I was born and grew up in this town, it's a huge honour to represent the city," he tells me as we sit for our interview on Tuesday morning. "It is a ceremonial role, but the office is respected, and it does open doors and give me an opportunity to highlight certain issues."

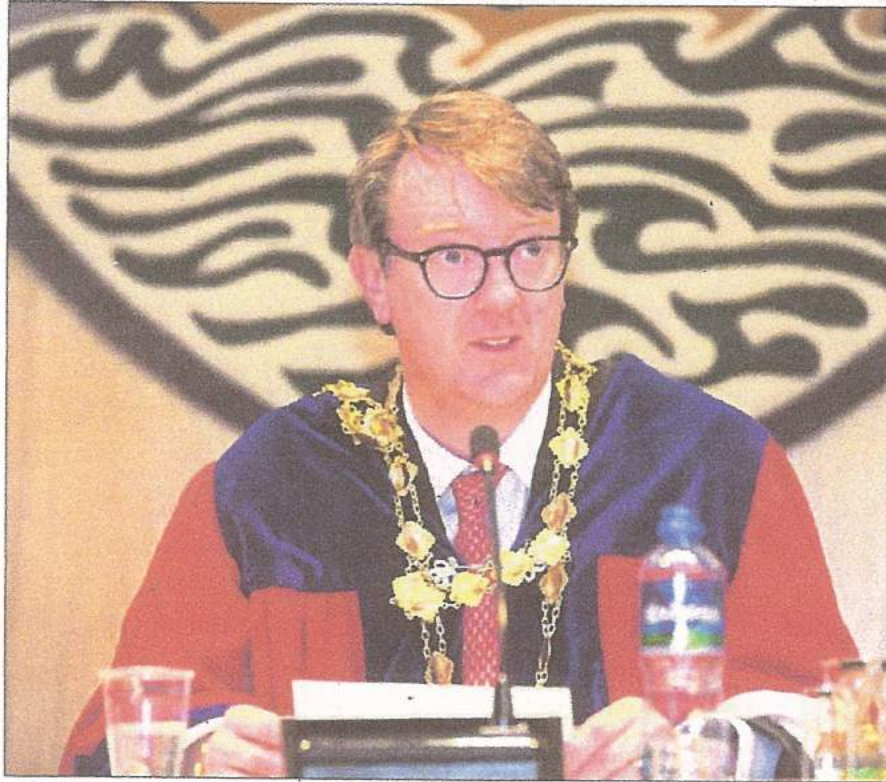
'Transportation problems are holding the city to ransom'

The Mayor believes the defining issues of his year in office will be the port, Ceannit Station, and Bonham Quay developments; the Galway city bypass; and the re-pedestrianisation of Shop Street and accompanying sewage repair works. In essence, Mayor McNelis believes that without the controversial bypass, development in the city as a whole is impossible, making construction of the roadway vital for the city's future.

"When we talk about the port, or any of the other developments, we need to talk about the bypass and transport," he says. "It can take an hour and a half get from Knocknacarra to Parkmore some mornings; Doughiska to Barna can take about two hours sometimes; that's madness when you can get from Galway to Dublin in two hours."

Mayor McNelis says the consultants have "everything ready to submit the new plans for the bypass", after which they will need to be approved by Transport Infrastructure Ireland and the Government, but he acknowledges there will be legal challenges, and "hardships for families" who will lose their homes as a result of the bypass's proposed route and resulting compulsory purchase orders. "But the city is being strangled by traffic congestion," he argues. "Until we get this sorted, nothing else, be it the Tuam Road and Dublin Road bus lanes; development on the zoned land in Ardaun; or the Galway City Transport Plan, which also has proposals for bus lanes and one way systems, will happen."

Mayor McNelis describes himself as a "positive person", but with



the bypass such a long running, and deeply controversial proposal, it remains a difficult sell to the public. Some are deeply opposed to it, others have become cynical about whether or not it will ever be constructed.

"We need to communicate the positives of why the bypass needs to happen," he says. "Transportation problems are holding the city to ransom. Yes, we absolutely need to get people changing their habits, and to start using public transport, buses, and cycling and walking to work, but there are always going to be people for whom the car is the practical choice, and to environmentalists I say, traffic congestion is seeing commuters stuck in their cars for much longer than they should, waiting for traffic to move, and all the while burning diesel and petrol - and none of that is good for the environment."

'I often think we should erect a sign on Shop Street during the races showing a high heel with a red line through it, warning people

not to wear high heels as they'll get caught or the heel will break on the surface'

In May, Irish Water announced major upgrade works were to take place on the sewage systems on William Street, Shop Street, High Street, Cross Street, Augustine Street, and Flood Street to tackle storm water overflows, odour issues, and sewer flooding. The €2 million project, in partnership with the Galway City Council, will be undertaken by GMC Contractors.

The works are due to be carried out from July to October, with a second phase from January to May 2019. Where appropriate these works will take place at night time. There will also be no works on William Street, Shop Street, High Street during July and August in order to avoid disruption during the peak tourist season, nor will work be carried out in December to avoid traffic congestion during the Christmas period.

Coupled with this, is the re-pedestrianisation of Shop Street, with its current surface - which will need to be uprooted to allow for the sewage works - replaced completely. According to the Mayor, the favoured replacement surface is asphalt.

"I often think we should erect

a sign on Shop Street during the races showing a high heel with a red line through it, warning people not to wear high heels as they'll get caught or the heel will break on the surface," he says. "But in all seriousness, this work needs to be done. One of the problems is there is a 'father' in the sewage system, from the build up of fat and grease, sanitary waste, and general waste, and that has to be removed. We also need to deal with the 'swimming pools', those large bubbles that rainwater gets trapped in on Shop Street.

"That said, I have a lot of concerns as well. This work will take a long time, it's a major undertaking, and there will be disruptions. Irish Water and Galway City Council need to be talking to the rate payers, stakeholders, and the business community who will be affected by this. We need to look at the times the works are going to be carried out between July and October, and as always, communication is key and they will have to communicate to business what is happening and when it is happening."

'There is no point in creating big jobs if you don't have accommodation to

house the people, and transport issues sorted so they can get to work easily'

Mayor McNelis believes the port, Ceannit Station, and Bonham Quay developments, among others, are vital to Galway's future, development cannot be solely for office and retail space, but must also include accommodation - including social/council accommodation.

"The Crown Control site will meet a lot of accommodation needs, the Corrib Great Southern site has zoning for retail and accommodation, and that will come before planners this year. It may also come before councillors. For the city to grow, we need to utilise every bit of land we have, but not just office and retail, there has to be accommodation and social housing. We need to have that 20 per cent social housing mix.

"We also have an opportunity to grow the city, turn it around to face the sea. People want to move to Galway, but there is no point in creating big jobs if you don't have accommodation to house the people, and transport issues sorted so they can get to work easily."

Political observers (and cynics) will note that the Mayor's duration in office leads him into the 2019 Local Elections, due to be held on May 24, and that he will also be/have been Mayor around the time of the General Election, also expected next year - he is the Labour candidate for Galway West.

"We might be using the posters twice!" he laughs. "Labour is re-building, but party branches have been re-established in NUIG and GMT, and I think we're off the 'bold step' with the electorate. The party has a good organisation and machine in place. If an election was called tomorrow, we'd be ready for it."

Returning to his term as 'first citizen' Mayor McNelis says he wants his approach to have "the personal touch" and he has no desire to "take himself too seriously". He mentions Palestine and mental health as issues of which he is supportive. He also says the city "needs to have an adult conversation" about drug abuse and if an injection centres should be considered.

"If I want to achieve anything this year, I hope it will be that Galway is a special place to live," he says. "We have to create a caring society that is fair and where, if somebody wants to go back to education, say, there are the supports to do that. We need to have a living wage, more than a minimum wage."



Board of Directors

- Jim Lewis, President**
- Michael Demeter, Vice President**
- Bo Crane, Secretary**
- Lydia Cooper, Treasurer**
- Bobbie Carcione**
- Jym Clendenin**
- Pamela Jones**
- Frank Helfrich**
- Martha Lancestremere**
- Greg Mellberg**

Annual Membership

Residential	\$20.00
Business	100.00
Lifetime	200.00

Make checks payable to MPHA

Menlo Park Historical Association

800 Alma Street

Menlo Park, CA 94025-3445

(650) 330-2522, Email: mphistorical@yahoo.com

Website: sites.google.com/site/mphistorical

Like us on Facebook: www.facebook.com/menloparkhistoricalassociation

Menlo Park Historical Association

Menlo Gates Dedication

St. Patrick's Day, Sunday, March 17, 2019, 2 pm to 3 pm

Ravenswood Avenue at Alma Street



Menlo Gates 2019

History of Menlo Gates

In the early 1850s, two young Irishmen, Dennis Oliver and Daniel McGlynn, acquired a large tract of land on the west side of County Road (today's El Camino Real) with the goal of raising cattle for the San Francisco market. Oliver remarks in his diary that because the landscape reminded him of the village of Menlo, "...a lovely place on the banks of Lough Corrib two miles from the Town of Galway..." where he grew up, he named the ranch Menlo Park. In 1855 a gate at the entrance to the ranch was completed with the name Menlo Park across the top. A decade later, when the San Francisco and San Jose Railroad was built, it was decided to put a stop near the San Francisquito Creek and name the station after the nearby ranch. Initially the entire area between Redwood City and the creek and between the bay and the foothills was known as Menlo Park. Wealthy San Franciscans built their summer homes in the northern part (incorporated as Atherton in 1923), while the workers' village that grew up around the train station was incorporated in 1927 as Menlo Park. The Gates themselves survived numerous storms as well as the era of Camp Fremont, but in 1922 were destroyed by "a speeding automobile filled with singing passengers."

Galway, Ireland, which now includes the Village of Menlo, and the City of Menlo Park, California, signed a Friendship Agreement in 2013, and became Sister Cities in 2015.

Program

- 2:00 pm Introduction – Jim Lewis, MPHA President
- 2:10 pm Menlo Gates Committee – Jym Clendenin, Chair
- 2:20 pm Introduction of guest speaker – Lydia Cooper
- 2:20 pm Guest speaker – Mayor Ray Mueller
- 2:30 pm Ribbon Cutting/Dedication



Menlo Gates ca 1900. The Gates were located on the west side of El Camino Real approximately 500 feet south of Santa Cruz Avenue

Special Event



St. Patrick's Day Celebration

Friday, March 15, 2019

9:30am - *Irish Coffee (\$4) and Bake sale*

11:40am - *Live Traditional Irish Step Dancing performance by the
Greene Academy of Irish Dance*

12:10pm - *Lunch \$9 before Mar. 12 / \$11 after Mar. 12*

What's on the menu?

Guinness Beef Stew / Red Potatoes / Braised Cabbage w/Thyme



Peninsula Volunteers, Inc.
Little House, The Roslyn G. Morris Activity Center
800 Middle Avenue, Menlo Park, CA 94025
(650) 326-2025 ▪ www.penvol.org



STUDY SESSION: BEST PRACTICES FOR CHRONIC HOMELESSNESS



DATA SUMMARY

- 47 unsheltered homeless individuals in Menlo Park in 2017
- 2018 Police Calls for Service Related to Homelessness
 - 468 calls for service
 - Loitering Complaints
 - Drug Related Offenses
 - Medical Aid / Issues
 - Welfare Checks
 - Suspicious Persons
- Predominate Geographic Locations
 - Downtown
 - Bayfront / Marsh Area
 - San Francisquito Creek



DEPARTMENT'S STRATEGIES

- 1010 El Camino Real
- Determining top ten call generators
- Developing relationships with local stakeholders and service providers
- Organizational transition from strict enforcement to exploring causal factors
- Individualized approach to problem solving
- Crisis Intervention Training (CIT)
 - All Field Training Officers
 - 20 patrol officers to date



DEPARTMENT'S STRATEGIES (CONT.)

- Chamber of Commerce
- Education & Outreach
 - Rotary Club of Menlo Park
 - Downtown business & property owners
 - Menlo Park Kiwanis
- San Mateo County Field Crisis Collaborative Committee (FCCC)
- San Mateo County Mental Health Assessment and Referral Team (SMART)
- San Mateo County Behavioral Health and Recovery Services (BHRS)
- San Jose Mercury News - December 15, 2015



CURRENT PARTNERSHIPS & SERVICES

- **Project WeHope**
 - Helping people become healthy, employed and housed using innovative solutions including housing and education services.
 - Dignity on Wheels is a mobile hygiene outreach program that provides free showers and laundry service for the homeless living in encampments, rotating shelters, in their vehicles or other temporary spaces where they do not have access to such amenities.

- **Samaritan House**
 - Addressing immediate basic needs while helping to regain self-sufficiency via food services, housing, healthcare clinics, worker resources, and case management.



CURRENT PARTNERSHIPS & SERVICES

- **Street Life Ministries**
 - Creates connections with the local population by serving hot meals within Menlo Park on Tuesday and Thursday evenings. These connections become the groundwork for guiding friends toward healthier decisions, medical assistance, detox, rehab, housing, mentorship and counseling. Each week over 500 meals are served to men, women and children in San Mateo County.

- **LifeMoves**
 - Provides interim housing and supportive services for homeless families and individuals to rapidly return to stable housing and achieve long-term self-sufficiency.



LOITERING & PROPERTY

- “...the Eighth Amendment prohibits the City from punishing involuntary sitting, lying, or sleeping on public sidewalks that is an unavoidable consequence of being human and homeless without shelter...”
 - Jones et al v. City of Los Angeles, U.S. Court of Appeals for the 9th Circuit, 444 F3d 1118 (2006)

- “...absent an objectively reasonable belief that it is abandoned, presents an immediate threat to public health or safety, or is evidence of a crime, or contraband.”
 - Tony Lavan et al v. City of Los Angeles, U.S. Court of Appeals for the 9th Circuit, No. 11-56253 (2012)



2018 POLICE EXECUTIVE RESEARCH FORUM CRITICAL ISSUES IN POLICING CONFERENCE

- ✓ Take a Problem-Solving Approach
- ✓ Create Homeless Outreach Team
- ✓ Select Right Personnel for Homeless Outreach Team
- ✓ Provide Staff with Specific Training
- ✓ Take a Multi-Disciplinary Approach
- ✓ Form Regional Partnerships
- ✓ Pursue a Variety of Funding Sources
Create, Expand Homeless Courts
- ✓ Identify and Eliminate Barriers
- ✓ Continually Evaluate



THANK YOU



TENANT RELOCATION ASSISTANCE AND COMMUNITY HOUSING FUND DISCUSSION – March 12, 2019

ARRIENGA FAMILY
GYMNASIUM



BACKGROUND

- February 26, 2019
 - Introduction and first reading the tenant relocation assistance ordinance

- March 12, 2019
 - 2nd reading and potential tenant relocation assistance ordinance adoption
 - Would become effective 30 days after adoption (April 12, 2019)

 - Community Housing Fund establishment

Subcommittee met March 4, 2019, to discuss

- Fund purpose
- Eligibility criteria
- Relocation assistance payment amount
- Fund administration
- Funding sources



COMMUNITY HOUSING FUND - FUND PURPOSE

- Assist those not covered by the tenant relocation assistance ordinance
- Should help those who are in danger of becoming homeless upon displacement from their current housing



COMMUNITY HOUSING FUND - ELIGIBILITY CRITERIA

- Means test based on area median income (AMI)
- Not already receiving other benefits
- One time only
- Displacement trigger
 - Significant rent increase
- Length of tenancy requirement

Household size	Very low-income (50% AMI)	HOME limit (60% AMI)	Low-income (80% AMI)
1-person	\$51,350	\$61,620	\$82,200
2-persons	\$58,650	\$70,380	\$93,950
3-persons	\$66,000	\$79,200	\$105,700
4-persons	\$73,300	\$87,960	\$117,400
5-persons	\$79,200	\$95,040	\$126,800
6-persons	\$85,050	\$102,060	\$136,200
7-persons	\$90,900	\$109,080	\$145,600
8-persons	\$96,800	\$116,160	\$155,000



COMMUNITY HOUSING FUND - RELOCATION PAYMENT AMOUNTS

- 12-24 months = 1 month
- 25-36 months = 2 months
- >36 months = 3 months

- Tenants moving out of Menlo Park = 1 month
- Tenants moving within Menlo Park = 2 months

2019 HUD Fair Market Rent (FMR)	
Unit size	Monthly amount
Studio	\$1,822
1-bedroom	\$2,255
2-bedrooms	\$2,809
3-bedrooms	\$3,663
4-bedrooms	\$3,912

San Francisco, CA HUD Metro FMR Area



COMMUNITY HOUSING FUND - FUND ADMINISTRATION

- Staff administration
 - Pilot program
 - Develop program guidelines based on clear criteria set by the City Council
 - Expedient and efficient service
 - Ensure privacy of tenants' financial information
 - Gather data to inform program adjustments or delegation to a nonprofit organization
- Program guidelines, including but not limited to
 - Program administrator
 - Forms and informational handouts
 - Frequently asked questions
 - Payment procedures
 - Appeal procedures



COMMUNITY HOUSING FUND - FUNDING SOURCES

- Most likely from General Fund
 - Current below market rate (BMR) funds are restricted to other uses
 - City Council could make changes going forward
- City seed money
 - Suggested \$100,000 contribution to start
- Requests to others
 - Housing providers, California Apartment Association, Silicon Valley Association of Realtors
 - Large residential developers
 - County sources and/or other grant funding (Measure A/K funds)
- Potential for other ongoing funding sources
 - Business license
 - Rental properties fee

Staff recommends the City Council:

1. Waive the 2nd reading and adopt Ordinance No. 1053 to add residential tenant relocation assistance requirement

2. Provide direction on community housing fund establishment
 - Fund purpose
 - Eligibility criteria
 - Relocation assistance payment amount
 - Fund administration
 - Funding sources



QUESTIONS