



HOUSING COMMISSION MINUTES

Regular Meeting

October 3, 2007

5:30 p.m.

Administrative Building Conference Room, First Floor
701 Laurel Street, Menlo Park, CA 94025-3483

CALL TO ORDER

Chairperson Boyle called the meeting to order at 5:30 p.m. in the Administrative Building City Council Conference Room.

ROLL CALL

Housing Commission Members Present: Patricia Boyle (Chair); Don Brawner; Elizabeth Lasensky (Vice Chair); Carol Louchheim; Clarice O'Neal.

Housing Commission Members Absent: Elza Keet; Anne Moser.

Staff Present: Douglas Frederick, Housing Manager; Meg Nee, Management Analyst.

A. PUBLIC COMMENT – None.

B. BUSINESS ITEMS

1. Consideration of Senior Housing Needs Assessment Survey Instrument.

A prototype survey instrument was distributed to Commissioners prior to the meeting and revisions were discussed. Possible revisions included:

- Some residents of zip code 94024 are not Menlo Park residents.
- Income question does not assess matters of wealth, which are mostly unrelated issues. Questions of wealth may be left unanswered as being too personal an issue.
- Questions about the relevancy of race/ethnicity question. Commissioners requested that the question be dropped from the survey.
- How will be the survey results be tallied? Enumerated on the computer and software generated results.
- Commissioners questioned the general knowledge of potential respondents concerning the various terms used for housing options. Suggested having a tutorial associated with the survey to fill in the holes. This was discouraged in that the survey was a tool to measure attitudes and preferences, not educate. Not knowing terms suggested something about the market itself.
- Would it be better to ask about planned moves someplace closer to Menlo Park that "Bay Area" would provide? That level of detail was not needed.
- Downsizing should be another reason for moving and will be included in the survey.

- Survey too long and probably won't be completed.
- Less congestion another possible reason for moving.
- How will the survey be distributed? Website, marketed through City broadcasts, newsletter, senior centers, Little House, libraries, etc.
- Can we add a question about how many seniors still own/drive a car? Not relevant to housing needs issue.
- What is the purpose of doing the survey? Probably already enough information to answer questions. Issues differ by geographic region. Existing research primarily in lower cost areas. Senior population dropped in Menlo Park between 1990 and 2000. Need to get to the base cause of that drop.
- Employment question may need to know when they plan to retire. Perhaps at what age do you plan to retire.
- Can the survey be translated into and made available in Spanish? Yes.

Commissioners accepted survey prototype, with amendments, and voted to move ahead in the agenda.

2. Approval of September 5, 2007 Minutes.

M/S Lasensky/O'Neal to approve the September 5, 2007 minutes;
5-0-0.

C. REPORTS AND ANNOUNCEMENTS

1. Update on Housing Activity (report from staff).

Manager Frederick began by reporting on the Focus Grant application. The grant related to downtown/El Camino planning activities. According to Community Development Director Arlinda Heineck, project to be considered for funding in the future.

Staff working on BMR applications for the Lindfield project.

Final BMR closing on 10/10/07 for Hamilton Park.

Terminal Avenue Habitat for Humanity project environmental clean-up scheduled for Spring 2008. Project proposal calls for 22 units of 2 and 3 bedroom homes.

2. Report from the Chair.

Chair Boyle reported that she, Carol Louchheim, and Manager Frederick went to the Housing Element Workshop and it was quite an eye opener. She wondered if we can count some units that haven't counted before, such as senior units with kitchens and some second units.

Housing Leadership Day coming on October 26th. Foster City is developing senior housing project on 15 acres of land.

3. Commission Member Reports.

Commissioner Brawner began a report on population growth, but Chairman Boyle ended the discussion as outside of the agenda and needing a balanced debate.

D. INFORMATION ITEMS:

None

E. ADJOURNMENT: The meeting was adjourned by consensus at 6:30 pm.

Respectfully submitted,

Douglas Frederick, Ph.D.
Housing Manager