



HOUSING COMMISSION MEETING MINUTES

Wednesday, January 4, 2012 at 5:30 p.m.
701 Laurel Street, Menlo Park, CA 94025
Administrative Building Conference Room, First Floor

Chair Boyle was unable to call the meeting to order due to the lack of a quorum. With the arrival of Commissioner Clarke, Chair Boyle called the meeting to order at 6:20 p.m. in the Administrative Building Conference Room.

ROLL CALL –

Commissioners Present: Patricia Boyle (Chair), Carolyn Clarke (arrived at 6:20 p.m.), Anne Moser, Brigid Van Randall.

Commissioners Absent: John Bautista, Sally Cadigan, Yvonne Murray (Vice-Chair).

Staff Present: Douglas Frederick, Housing Manager; Megan Nee, Management Analyst; Rachel Grossman, Associate Planner.

A. PUBLIC COMMENT #1 – Mr. Andrew Boone, a resident of East Palo Alto, made a comment regarding housing and Facebook's Draft Environmental Impact Report.

B. REGULAR BUSINESS

1. Facebook Campus Project – Draft Environmental Impact Report (EIR)

Due to the late start of the meeting, Associate Planner Rachel Grossman was unable to give her informational presentation on Facebook's Draft Environmental Impact Report (DEIR). Associate Planner Grossman was scheduled to make the same presentation to the City's Environmental Quality Commission at 6:30 p.m., which she welcomed members of the public who were present and waiting to hear the presentation to attend. She announced she will again make the presentation at the next Planning Commission meeting on Monday, January 9th, at which members of the public will have the opportunity to formally comment on the DEIR. Associate Planner Grossman commented that the DEIR addresses only potential physical impacts of the proposed development; socio-economic impacts are not included, however, a separate study was conducted by Keyser Marston Associates that assesses potential socio-economic impacts such as housing affordability. The Keyser Marston study is available on the City's website.

2. Housing Commission Report on Workplan to City Council (moved up from Agenda Item B.3)

Housing Manager Frederick announced that City Commissions are now required to report to the City Council on a quarterly basis. Quarterly reports to the Council should include updates on Commission activities and identify progress on the Commission's Two-Year Workplan.

The Commission discussed the progress it has made in implementing its Two-Year Workplan. Vice-Chair Murray was appointed to make the report to City Council at its January 10, 2012 meeting. If Vice-Chair Murray is unable to make the presentation, Commissioner Van Randall will do so.

3. Loan Committee Assignments for 2012

The Housing Commissioners present volunteered to serve on the Loan Committee for the months of January through June of 2012. It was decided that Loan Committee representatives for the remaining months will be decided at a later time when additional Commissioners are present and able to volunteer.

The Housing Commissioners present volunteered to serve on the Loan Committee as follows for 2012:

January and February – Anne Moser
March and April – Brigid Van Randall
May and June – Carolyn Clarke

Chair Boyle did not volunteer because she is retiring from the Commission after this meeting.

4. Approval of Draft Meeting Dates for 2012

The Commission approved by consensus the proposed Housing Commission meeting dates for 2012.

5. Election of Chair and Vice-Chair

M/S Boyle/Moser to appoint Vice-Chair Murray as Chair for 2012; 4-0-0.

M/S Boyle/Moser to appoint Brigid Van Randall as Vice-Chair for 2012; 4-0-0.

In incoming Chair Murray's absence, incoming Vice-Chair Van Randall presided over the remainder of the meeting.

6. Approval of November 2, 2011 Minutes

Outgoing Chair Boyle identified a possible correction to the minutes, in which she proposed that "Madison" (under Agenda Item B.1, first paragraph) is misspelled. Management Analyst Nee agreed to confirm the correct spelling after the meeting. Commissioner Moser requested that Housing Manager Frederick provide a follow up on the meeting he attended with Council Member Fergusson, Shelter Network and the V.A. (under Agenda Item C.4)

M/S Moser/Boyle to approve the minutes pending a possible spelling correction; 4-0-0.

C. REPORTS AND ANNOUNCEMENTS

1. Update on Housing Activity (Report from Staff)

Housing Manager Frederick reported on the Community Development Agency and the California Supreme Court's recent decision to uphold the legislature's elimination of redevelopment agencies. The City Council will be briefed on the impacts of the dissolution of the Community Development Agency at its January 17, 2012 meeting.

At Commissioner Moser's suggestion, the Commission agreed that it should act quickly to write local legislators expressing concern over the dissolution of redevelopment agencies and urging them to take appropriate action to protect housing funds. It was decided that outgoing Chair Boyle and incoming Vice-Chair Van Randall will draft a letter over the weekend, which they will forward to Housing Manager Frederick for review. The letter will then be circulated to all other members of the Commission.

Housing Manager Frederick provided an update on the Hamilton Avenue East project. He also described how the City is attempting to acquire a vacant property on Pierce Road for affordable housing development.

2. Monthly Report on Housing Rehabilitation Loan Program for December 2011

Housing Manager Frederick explained that the City is unable to issue new housing rehab loans. All loans that have been approved but are not yet funded will be cancelled. Only one rehab project is currently funded and underway and that one will be completed. The two NSP homes are not affected because they are being rehabilitated with BMR funds and the BMR fund is not impacted by the Court's decision.

3. Report from the Chair

None.

4. Commission Member Reports

Outgoing Chair Boyle announced that the Grand Boulevard Initiative Forum is planned for January 26th at 7:30 p.m. in the Presbyterian Social Hall at 700 Santa Cruz Avenue.

The Commission expressed its appreciation to outgoing Chair Boyle for her many years of service on the Housing Commission.

D. INFORMATION ITEMS

1. None

E. PUBLIC COMMENT #2 – None.

F. ADJOURNMENT – 7:25 p.m.

Minutes submitted by: Megan Nee, Management Analyst.