



## REGULAR MEETING MINUTES

**Date:** 11/2/2016  
**Time:** 5:30 p.m.  
**Administration Building**  
**City Council Conference Room "Fishbowl"**  
**701 Laurel St., Menlo Park, CA 94025**

**A.** Chair Tate called the meeting to order at 5:32 p.m.

### **B. Roll Call**

**Present:** Michele Tate (Chair), Meg McGraw-Scherer (Vice Chair),  
Julianna Dodick and Lucy Calder  
**Absent:** Sally Cadigan  
**Staff:** Jim Cogan, Housing and Economic Development Manager  
Meghan Revolinsky, Management Analyst

### **C. Public Comment**

- Pam Jones, from Menlo Park, spoke for 3 Minutes about:
  - Importance of public comments to be added to the commission's minutes
  - Staff support for the Housing Commission
  - The need for BMR units in Menlo Park
  - Displacement studies should include foreclosure and evictions  
(Examples of cities who have done that: Redwood City & East Palo Alto)

### **D. Consent Calendar**

D1. Approve minutes for the Housing Commission meeting of August 3, 2016

**ACTION:** Motion by McGraw-Scherer and second by Calder to approve the minutes for the Sister City and Friendship Committee Meeting of July 26, 2016. Motion passes; 4 - 0 (Cadigan Absent).

### **E. Regular Business**

E1. Recommendation of Below Market Rate In Lieu Fee Agreement Term Sheet for Sagar Patel at 1704 El Camino

- A representative from Sagar Patel at 1704 El Camino gave the commission a brief review of the project and the hotel's vision.

**ACTION:** Motion by Tate and second by Calder to approve the minutes for the Sister City and Friendship Committee Meeting of July 26, 2016. Motion passes; 4 - 0 (Cadigan Absent).

**E2. Discuss and develop 2017-2019 Housing Commission 2 Year Work Plan**

- Committee Members discussed, prioritized and added consolidated goals, projects and priorities in Step 4 of their work plan.
- Staff to adjust Work Plan according to Committee's direction and bring back revised work plan to next meeting

**F. Informational Items**

**F1. City Council Discussion of Residential Displacement**

- Jim Cogan reported to the commission: City Council voted to bring forward to bring forward an ordinances about mandatory non-binding mediation and long-term leases. He also encouraged the Housing Commissioners to attend City Council's special meeting, about housing displacement, on Wednesday November 9, 2017 at 6:00 pm.

**G. Commissioner Reports**

- A special meeting will be held on Wednesday December 14, 2016 OR Wednesday January 11, 2017

**H. Adjournment**

Chair Tate adjourned the meeting at 6:44 p.m.