



REGULAR MEETING MINUTES

Date: 2/5/2020
Time: 6:30 p.m.
Menlo Park Senior Center – Ball Room
110 Terminal Ave., Menlo Park, CA 94025

A. Grove called the meeting to order at 6:32 p.m.

B. Roll Call

Present: Conroy, Grove, Horst, McPherson, Merriman (arrived 6:45 p.m.),
Absent: Bigelow, McGraw-Scherer
Staff: Deputy Community Development Director Rhonda Coffman,
Management Analyst II Mike Noce

C. Public Comment

- Pamela Jones spoke about development applications and the increased need for the City to post updates about development projects regularly.

D. Regular Business

D1. Approve minutes for the Housing Commission regular meeting of January 8, 2020

ACTION: Motion and second (Grove/Horst) to approve the Housing Commission meeting minutes of January 8, 2020, failed 3-0-3-1 (Bigelow, McGraw-Scherer and Merriman absent, McPherson abstain).

D2. Information update on potential short term rental regulations

Deputy Community Development Director Rhonda Coffman introduced the item and provided updates on potential short term rental regulations.

- Pamela Jones spoke about the importance of accurate housing data and studies on development impacts to the local community as well as the effects of corporately leased housing units.
- Carol Collins spoke in support of the City's collection of transient occupancy taxes on short term rentals and requested that corporate leases be considered separately.

D3. Information update on the Housing Commission's 2020 work plan process

Deputy Community Development Director Rhonda Coffman introduced the item and provided information regarding the 2020 work plan process.

E. Reports and Announcements

E1. Subcommittee reports (10 minutes):

Below Market Rate (BMR) Housing Guidelines Subcommittee (Bigelow/Grove) – Grove shared the committee’s interest in discussing potential changes to the 2008 displacement provision of the BMR Housing Guidelines.

Housing Policy Subcommittee (Conroy/Grove/Horst) – None.

Marketing Subcommittee (Bigelow/Horst/McGraw-Scherer) – None.

Notice of Funding Availability (NOFA) Subcommittee (Grove/McGraw-Scherer) – None.

Secondary Dwelling Unit Subcommittee (McPherson/Merriman) – Merriman shared that the subcommittee will work with staff to evaluate new state laws regarding accessory dwelling units.

E2. Commissioner reports

Grove reported on an upcoming housing event scheduled for February 19, 2020 at Keplers bookstore.

E3. Recommended future agenda items.

None.

E4. Staff updates and announcements

Deputy Community Development Director Rhonda Coffman shared an update from Commissioner Bigelow that there is a petition to make the month of May, Affordable Housing Month.

F. Adjournment

Chair Merriman adjourned the meeting at 7:55 p.m.

Mike Noce, Management Analyst II, Community Development

Approved by the Housing Commission on March 4, 2020