



REGULAR MEETING MINUTES

Date: 11/4/2020

Time: 6:30 p.m.

Regular Meeting Location: Zoom.us/join – ID #997-7506-7654

A. Chair Grove called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Bigelow, Conroy, Grove, Horst, McPherson, Merriman, Pimentel

Absent: None

Staff: Deputy Community Development Director Rhonda Coffman,
Management Analyst II Mike Noce, Assistant Planner Fahteen Khan

C. Public Comment

None.

D. Regular Business

D1. Approve minutes for the Housing Commission meetings of October 7, 2020

ACTION: Motion and second (Pimintel/Conroy), to approve the Housing Commission meeting minutes of October 7, 2020, passed unanimously.

D2. Recommendation of a below market rate agreement term sheet with Chase Rapp for 1162 El Camino Investors, LLC (Staff Report 20-007-HC)

Assistant Planner Fahteen Khan introduced the item.

ACTION: Motion and second (Conroy/Merriman), to approve the below market rate term sheet with Chase Rapp for 1162 El Camino Investors, LLC and include the revision of a two bedroom moderate income unit changed to a two bedroom low income unit, with a project total of two (2) low income units and one (1) very low income unit, passed unanimously.

D3. Recommendation to approve the Below Market Rate Housing Fund – Notice of Funding Availability (Staff Report 20-008-HC)

Deputy Community Development Director Rhonda Coffman introduced the item.

ACTION: Motion and second (Horst/Bigelow) to recommend the approval of the Below Market Rate Housing Fund – Notice of Funding Availability, passed 6-0-1 (Merriman abstaining).

E. Reports and Announcements

E1. Ad hoc subcommittee reports (10 minutes):

None.

E2. Commissioner updates

None.

E3. Recommended future agenda items.

None.

E4. Staff updates and announcements

In advance of the next meeting, please send attendance availability for the Housing Commission's December meeting to staff.

Staff will update the Housing Commission on the potential for a special meeting focused on housing production allocation methodology and the regional housing needs assessment (RHNA).

F. Adjournment

Chair Grove adjourned the meeting at 8:01 p.m.

Mike Noce, Management Analyst II, Community Development

Approved by the Housing Commission on February 3, 2021

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Housing Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor's Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Regular Meeting ID #997-7506-7654
 - Access the regular meeting real-time via telephone (listen only mode)
at: (669) 900-6833 Regular Meeting ID 997-7506-7654

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).