



REGULAR MEETING MINUTES

Date: 2/1/2023
Time: 6:30 p.m.
Location: Teleconference and
City Hall Downtown Conference Room, 1st Floor
701 Laurel St., Menlo Park, CA 94025

Regular Session

A. Call To Order

Chair Bigelow called the meeting to order at 6:40 p.m.

B. Roll Call

Present: Bigelow, Leitch, Campos, Merriman, Walker
Absent: Pimentel, Nguyen
Staff: Interim Housing Manager Eren Romero, Management Analyst Adam Patterson,
Associate Planner Matt Pruter

C. Public Comment

- Pam D. Jones spoke in support of the Housing Commission's work and the work on the adoption of the Housing Element Update.

D. Regular Business

D1. Approve minutes for the Housing Commission regular meeting on December 7, 2022 (Attachment)

ACTION: Motion and second (Campos/ Walker), to approve the minutes for the Housing Commission regular meeting on December 7, 2023, passed 5-0 (Pimentel and Nguyen absent).

D2. Recommend approval to the Planning Commission for payment of the Below Market Rate Housing In-lieu Fee for 4055 Bohannon Drive (Staff Report #23-001-HC)

Associate Planner Matt Pruter introduced the item.

The Commission received clarification on the type of development, in-lieu fee and study, and project pipeline.

- Pam D. Jones clarified amenities near the development site.

The Commission requested that staff reports be written for a broader audience.

ACTION: Motion and second (Merriman/ Campos), to recommend approval to the Planning Commission for payment of the Below Market Rate Housing In-lieu Fee for 4055 Bohannon Drive, passed 5-0 (Pimentel and Nguyen absent).

D3. Discussion on work plan (Attachment)

The Commission received clarification regarding the work plan timeframe, types of community engagement, their role in community engagement, upcoming community engagement events, and staffing and staff priorities.

- Pam D. Jones spoke in support of engaging the community on tenant rights, Environmental Justice and Safety elements, and language justice.

The Commission discussed priorities based on the adopted work plan timeline, partnership opportunities, community engagement strategies, tenant protections, below market rate (BMR) rental recertification issues, and next steps.

The Commission requested that staff pull policies for discussion at the next meeting.

E. Reports and Announcements

E1. Commissioner updates

- Commissioner Campos reported out on upcoming community engagement events.
- Commissioner Merriman reported out on events in Half Moon Bay.

E2. Future agenda items

None.

E3. Staff updates and announcements

Staff reported on the Housing Element Update adoption, upcoming Environmental Justice and Safety element meetings, housing staff recruitments, notice of funding availability proposal issuance and responses, and upcoming new housing rental opportunities.

F. Adjournment

Chair Bigelow adjourned the meeting at 7:47 p.m.

Adam Patterson, Management Analyst II