



## REGULAR MEETING MINUTES

**Date:** 2/7/2024  
**Time:** 6:30 p.m.  
**Location:** Teleconference and  
Arrillaga Recreation Center, Oak Room  
700 Alma St., Menlo Park, CA 94025

### A. Call To Order

Chair Onap called the meeting to order at 7:36 p.m.

### B. Roll Call

**Present:** Leitch, Onap, Pimentel, Walker  
**Absent:** Campos, Merriman, Portillo  
**Staff:** Housing Manager Tim Wong, Management Analyst Adam Patterson,  
Senior Planner Chris Turner

### C. Public Comment

None.

### D. Regular Business

- D1. Approve the Housing Commission meeting minutes for October 4, November 27, 2023, and January 18, 2024 (Attachment)

**ACTION:** Motion and second (Pimentel/ Leitch), to approve the Housing Commission meeting minutes for October 4, November 27, 2023, and January 18, 2024, passed 4-0 (Campos, Merriman and Portillo absent).

- D2. Consider and make a recommendation to the Planning Commission to approve a Below Market Rate housing agreement with Farzad Ghafari for 1220 Hoover St. (Staff Report #24-003-HC)

Senior Planner Chris Turner introduced the item.

The Commission received clarification on the conversion of below market rate (BMR) rentals to ownership and rental and purchase area median income rates.

**ACTION:** Motion and second (Pimentel/ Leitch), to consider and make a recommendation to the Planning Commission to approve a BMR housing agreement with Farzad Ghafari for 1220 Hoover St., passed 4-0 (Campos, Merriman and Portillo absent).

### E. Reports and Announcements

- E1. Commissioner updates

None.

E2. Future agenda items

None.

E3. Staff updates and announcements

Staff provided updates on the Housing Element Update Annual Progress Report and the City Council's goal setting workshop.

The Commission received clarification on the status of Housing Element Program H4.J: Consider Surplus City-Owned Land for Housing.

**ACTION:** By acclamation, support the drafting of a letter to the City Council in support of strategies for expeditiously developing housing on City-owned downtown parking lots.

**F. Adjournment**

Chair Onap adjourned the meeting at 8:17 p.m.

Adam Patterson, Management Analyst II