



REGULAR MEETING MINUTES

Date: 9/3/2025
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 Switzer called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Chapa, Dumont, Kranen, Oursler, Switzer, Wong
Absent: Beeli
Staff: Housing Manager Tim Wong, Management Analyst Arianna Milton

Chair Switzer introduced new Housing Commissioner Charles Chapa.

C. Public Comment

None.

The Housing Commission continued item D1. to a future meeting.

D. Regular Business

~~D1. Consider and make a recommendation to the Planning Commission to approve a below market rate housing agreement with Ardi Onsoni and Amir Hossein Jalali for a residential development at 985 Santa Cruz Ave. (Attachment)~~

D2. Review and provide feedback on the draft Anti-displacement Plan recommendations (Attachment)

Management Analyst Arianna Milton made the presentation (Attachment).

- Karen Grove spoke in support of staff's recommendations and for additional tenant relocation assistance.
- Pam Jones spoke in support of staff's recommendations, increased funding for assistance programs and a revaluation of the below market rate (BMR) certification process.

The Housing Commission discussed the Anti-displacement plan, draft plan recommendations and the importance of an accelerated implementation timeline.

The Commission encouraged staff to provide education about tenants' rights, to explore other strategies like creating a rental registry and a Tenant/Community Opportunity to Purchase (T/COPA) program and extending relocation assistance.

ACTION: Motion and second (Switzer/Oursler), to provide the following feedback to the City Council, passed 6-0-1 (Beeli absent):

- Overall support for the recommendations in the draft ant-displacement plan
- Support for a rental registry
- Support for expansion of the existing rental program
- Support for tenant relocation assistance

F. Reports and Announcements

F1. Commissioner updates

The Community Engagement ad hoc committee reported out on potential methods of community outreach including holding meetings at the Belle Haven Community Campus (BHCC), reaching out to various community organizations and utilizing City social media platforms or in person school visits to provide information on tenant's rights.

F2. Future agenda items

Staff reported out on the BMR 101 presentation and the BMR guideline revisions for October's Housing Commission meeting.

F3. Staff updates and announcements

Staff reported out on a tabling opportunity at the Public Works Open House Sept. 27 and the upcoming Housing Leadership Day Oct. 17.

Staff also provided the Commission with an update on the progress of establishing interpretation and translation services for future commission meetings.

G. Adjournment

Chair Switzer adjourned the meeting at 8:21 p.m.

Management Analyst I Arianna Milton



ANTI-DISPLACEMENT DRAFT PLAN OVERVIEW

SEPTEMBER 3, 2025



RECOMMENDATION

- Staff recommends that the Housing Commission:
 - Review and provide feedback on the draft Anti-displacement plan recommendations



WHAT IS DISPLACEMENT AND HOW DOES IT HAPPEN?



Displacement occurs when people need to relocate from their homes or neighborhoods due to a variety of factors that are often out of their control

TYPES OF DISPLACEMENT

Different types of displacement:

- Physical
- Economic
- Exclusionary
- Psychological or Cultural



ANTI-DISPLACEMENT IN THE HOUSING ELEMENT AND ENVIRONMENTAL JUSTICE ELEMENT



Program H2.E- Anti-Displacement Strategy

Develop strategy to address displacement and evaluate community-identified tools

- Include resident and organization input through community engagement
- Initiate program implementation by Jan. 2024; Multi-year effort
- Focus on Belle Haven neighborhood

Program EJ5.G

- To ensure the City's Anti-displacement Strategy supports households and neighborhoods in underserved communities

Program EJ5.H

- Support access to legal counsel for tenants facing eviction

PROGRESS IN IMPLEMENTATION

Timeline

- 2024:
 - August-October- Worked with EJ team and HEART to create content of policies/programs to inform anti-displacement strategy
 - November- Held (2) community events in both English and Spanish at the BHCC to illicit community feedback; Online Anti-displacement webpage launched: **menlopark.gov/antidisplacement**
 - December- Analyzed the results from meetings
- 2025:
 - April- Launched a city-wide Anti-displacement survey
 - July-August- Conducted expert interviews with community stakeholders, displacement researchers and legal assistance providers
 - August-September- Compiled results and crafted recommendation



WHY BELLE HAVEN?

- Belle Haven has a distinct racial and economic identity separate from the rest of Menlo Park
- Due to past discriminatory practices, income disparities and home conditions, Belle Haven remains a community at risk for displacement



HOW CAN WE ADDRESS DISPLACEMENT?



- Evaluate the tools identified through Housing Element and Environmental Justice Element
- Collaborate with advocacy organizations like The Housing Endowment and Regional Trust (HEART) of San Mateo County
- Receive community feedback through in person community events, an online survey expert interviews and research on best practices that concentrate on the **Four Pillars**

DEVELOPING AN ANTI-DISPLACEMENT STRATEGY



FOUR PILLARS OF AN ANTI-DISPLACEMENT STRATEGY

- Production
- Preservation
- Protection
- Prosperity



PRODUCTION

Investment in building new affordable housing and/or converting non-housing structures into homes at a variety of affordability levels

Strategies:

- Affordable housing production
- Explore changes to Below Market Housing requirements

PRESERVATION

Maintaining and improving existing affordable housing to ensure it remains affordable and safe

Strategies:

- Home repair/renovation programs
- Purchase and preservation of existing housing
- Community and tenant opportunity to purchase



PROTECTION



Ensuring that existing renters and homeowners have the tools and rights to remain in their homes to actively avoid displacement and housing instability

PROTECTION

Strategies:

- Neighborhood Tenant Preference for Affordable Housing
- Localized anti-displacement programs with large-scale development
- Just cause eviction ordinance
- New sources of funding for anti-displacement efforts
- Tenant relocation assistance
- Legal assistance program
- Rental inventory
- Eviction monitoring
- Rent control/stabilization
- Multi-lingual information and outreach
- 12-month lease ordinance
- Deposit assistance
- Rent and mortgage emergency assistance
- Anti-harassment ordinance
- Limit fees passed to tenants



PROSPERITY



Focuses on ensuring fulfilling lives including economic, social and technological progress for all.

Strategies:

- Down payment assistance for first time/first generation homebuyers
- Pathways to workforce development
- Financial planning education and tutoring

CURRENT CITY ANTI-DISPLACEMENT EFFORTS

- 12 Month lease requirement w/ AB 1482
- Affordable housing production through inclusionary zoning and in-lieu fees
- Housing assistance program with Samaritan House
- Housing preservation program through Rebuilding Together



METROPOLITAN TRANSPORTATION COMMISSION (MTC) GRANT



- City has received a \$250,000 grant from MTC
- Requires implementation of a rental assistance and legal assistance program
- Requires a funding commitment from the City

COMMUNITY FEEDBACK

- In person Anti-displacement community meetings
- City-wide survey
- Expert interviews
- Research into best practices for Anti-displacement efforts

RECOMMENDED STRATEGIES

- Based on feedback from community outreach, meetings with stakeholders/experts and research findings
- Strategies are classified as “short term” to provide immediate protection for residents
- Any strategy not included in the current recommendation may be explored later

RENTAL ASSISTANCE PROGRAM

- Additional funding for a rental assistance program
- Studies like the SMC County eviction study show that majority of eviction cases (85%) are due to nonpayment of rent
- Providing tenants with assistance may help prevent eviction before they begin or resolve a current eviction

LEGAL ASSISTANCE

- In eviction cases, studies like the SMC County eviction study show that over 90% of property owners have access to legal representation compared to their tenants (5%)
- Providing legal assistance (counseling and/or representation) at the start of proceedings could result in more tenants successfully challenging their evictions
- Could potentially lower the number of evictions

EXPANDING JUST CAUSE EVICTIONS

- Extension of AB 1482 (Just Cause Evictions) past the 2030 expiration date
- Program would apply the protections to single family dwellings
 - This could positively impact the Belle Haven neighborhood since majority of rentals are single family homes
- Recommendation would require landlords to submit eviction notices to the city



ESTABLISH A TENANT ANTI-HARASSMENT ORDINANCE



- No current anti-harassment ordinance is in place
- Ordinance could lessen potentially abusive behavior or intimidation from landlords to force tenants to vacate unit
- Could base the ordinance off MTC's template



EXPANSION OF CITY PRESERVATION PROGRAM



- Current program is aimed at rehabilitating single family homes in the Belle Haven neighborhood
- Is considered a long term goal but could be jump started by:
 - Creating ownership opportunities
 - Prioritizing rehab of multi-family units and preservation projects for the City's NOFA

LONG TERM STRATEGIES

- Creating a rental registry
 - Database of rental units in the City
 - Could help understand market conditions
 - Important in creating a rental stabilization program

- Workforce development program
 - Could provide financial independence
 - Opportunity to have direct impact on Belle Haven

NEXT STEPS

- City Council study session- September 2025
- Draft plan released – mid November 2025
- Housing Commission Review – December 2025
- Planning Commission Review – December 2025
- Rental Assistance Program Implementation – July 2026 (Per MTC application)
- City Council adoption – January 2026
- Legal Assistance Program Implementation – September 2026 (Per MTC application)



RECOMMENDATION

- Staff recommends that the Housing Commission:
 - Review and provide feedback on the draft Anti-displacement plan recommendations



THANK YOU