



MINUTES OF THE CITY OF SANTA MONICA HOUSING COMMISSION SPECIAL MEETING



June 21, 2012

Santa Monica Public Library
601 Santa Monica Blvd.
2nd Floor Community Room
Santa Monica, CA 90401

Thursday June 21, 2012
4:30pm

1. **CALL TO ORDER:** Meeting was called to order by Chair Gerwitz at 4:38 p.m.

A. **Swearing in of New Housing Commissioner** – Ms. Joanne Levitt

2. **ROLL CALL:**

Commissioners Present: Chair Gerwitz, Commissioner Buchanan, Commissioner Hilton,
Commissioner Leavitt, Commissioner Yannatta

Commissioners Absent: Vice-Chair Bird, Commissioner Mueller

Also Present:

Barbara Collins, Housing Manager

Jim Kemper, Housing Administrator

Maria Stewart, City Clerk

Maria Dacanay, Administrative Analyst, City Clerk's Office

A. **"Choose Civility Campaign"** – Maria Dacanay of the City Clerk's Office introduced Resolution Number 10642 (CCS) which endorses the standards of behavior that promote civility at all Public Meetings.

3. **PUBLIC INPUT**

(Public comment during this special meeting is permitted only on items on the agenda)

Marlene Gomez – Spoke concerning Item 5-B and its relationship to smoking in multi-family buildings.

4. **APPROVAL OF MINUTES**

Motion by Commissioner Hilton, seconded by Commissioner Buchanan, to approve the minutes from the April 19, 2012 Housing Commission meeting as submitted with a correction to Item 5-B. Motion passed unanimously by voice vote with Vice Chair Bird and Commissioner Mueller absent.

5. **DISCUSSION ITEMS**

A. **State & Federal Legislation** – Staff member Jim Kemper provided a summary of recent state and federal legislative actions that will impact affordable housing in Santa Monica.

B. **Affordable Housing Guidelines** – Staff member Jim Kemper provided a summary of amendments to the Administrative Guidelines for the Affordable Housing Production Program as well as the recommendation to the City Council seeking direction on eliminating the discount to the Affordable Housing Fee.

6. ACTION ITEMS

- A. Housing Commission Proposed Venue Change** – Staff recommend adopting a new resolution to change the Housing Commission meeting site.

Motion by Commissioner Leavitt, seconded by Commissioner Buchanan, to adopt a resolution changing the site of the regularly scheduled Housing Commission meetings to the Santa Monica Public Library located at 601 Santa Monica Blvd. in Santa Monica.

AYES: Chair Gerwitz, Commissioner Buchanan, Commissioner Hilton,
Commissioner Leavitt, Commissioner Yannatta

NOES: None

Abstain: None

Absent: Vice Chair Bird, Commissioner Mueller

The motion passed.

- B. Commissioner Responsibilities and Attendance Requirements** – Staff member Barbara Collins highlighted the regulations regarding attendance at Housing Commission meetings as well as stressed the importance of preparing for meetings and actively participating when present.

Motion by Commissioner Leavitt, seconded by Commissioner Buchanan, to reinforce the commissioner absence policy to a maximum of three (3) absences per 12 month period.

AYES: Chair Gerwitz, Commissioner Buchanan, Commissioner Hilton,
Commissioner Leavitt, Commissioner Yannatta

NOES: None

Abstain: None

Absent: Vice Chair Bird, Commissioner Mueller

The motion passed.

- C. Housing Commission Seat Expiring Term** – Discussion of applicants and incumbent applicant to one (1) incumbent seat with a term expiring June 30, 2012 on the Housing Commission.

Motion by Chair Gerwitz, seconded by Commissioner Hilton, to recommend Commissioner Yannatta to resume his incumbent seat on the Housing Commission.

AYES: Chair Gerwitz, Commissioner Buchanan, Commissioner Hilton, Commissioner Leavitt

NOES: None.

Abstain: Commissioner Yannatta

Absent: Vice Chair Bird, Commissioner Mueller

The motion passed.

- D. Housing Division Retreat** – Barbara Collins presented the Housing Division priorities chart to the Commission for endorsement and approval. Commissioner Yannatta suggested a future agenda

item regarding increased revenue to City housing trust funds involving nonprofit developer repayment of City loans through new tax credit financing.

Motion by Commissioner Yannatta, seconded by Commissioner Buchanan, to support and approve Housing Staff's list of Division priorities.

AYES: Chair Gerwitz, Commissioner Buchanan, Commissioner Hilton,
Commissioner Leavitt, Commissioner Yannatta

NOES: None.

Abstain: None.

Absent: Vice Chair Bird, Commissioner Mueller

The motion passed.

7. HOUSING MANAGER REPORT

A. **Nexus Study RFP Contractor Selection** – Barbara Collins provided an update on the selection of Rosenow Spevecak Group as the consultant for the Nexus Study for Commercial Linkage to Affordable Housing Fees.

B. **RAND Internal Study** – Barbara Collins notified the Housing Commission of the upcoming release of an affordable housing study executed by RAND Institute graduate school.

8. CHAIR/COMMISSIONERS REPORT

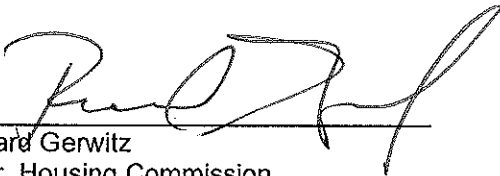
A. None.

9. ADJOURNMENT

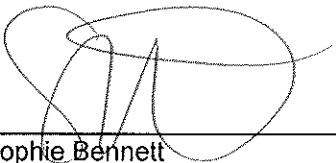
A. The meeting was adjourned by Chair Gerwitz at 6:01 p.m.

The next regularly scheduled Housing Commission meeting will be Thursday July 19, 2012.

ATTEST:



Richard Gerwitz
Chair, Housing Commission



Sophie Bennett
Housing Commission Secretary

