



**MINUTES**  
**HOUSING COMMISSION**  
**REGULAR MEETING**  
**CITY COUNCIL CHAMBERS**  
**1685 Main Street, Room 250**  
**Santa Monica, CA 90401**  
**Thursday, December 5, 2024**  
**6:15 PM**

**Call to Order**

Chair Gordon called the meeting to order at 6:17 pm

**Roll Call**

The following persons were recorded in attendance by the Recording Secretary:

Present: Commissioner Marasco, Commissioner Gomez, Commissioner Lynch, Chair Gordon

Absent: Commissioner Gray, Commissioner Wells, Vice Chair Borresen

Also present: Lupe Madrid (Executive Admin Assistant)

**1. Public Input (Non-Agenda Items):**

Members of the public Sonjia Sheffield, Keisha Woods, and two other individuals commented on various Housing issues.

**2. Public Input (Agenda Items Under SPECIAL AGENDA ITEMS and CONSENT CALENDAR Only)**

Member of the public Keisha Woods commented on special agenda items.

**3. Special Agenda Items**

- a. Preview by Patrick Komesu, Housing Authority Administrator, outlining the upcoming timeline for the Annual Administrative Plan and the 5-Year Plan development process
  
- b. Housing Division quarterly update, including update on the Resident Advisory Board (RAB)/Client Advisory Board (CAB), by Natalie Verlinich, Housing Manager
  - 1. Discussion of creating a new RAB/CAB group for Housing Authority Voucher Holders by Hajar St Claire, new Housing Authority Board (HAB) Representative. Followed by discussion and possible action

**5. Consent Calendar**

- a. [November 7, 2024 Minutes](#)

Commissioner Marasco moved and Commissioner Gomez seconded a motion to approve the November 7, 2024 Minutes. Voice Vote; motion passes unanimously, with Commissioner Gray, Commissioner Wells, and Vice Chair Borresen absent.

**6. Public Input on Remaining Agenda Items**

None

**9. Staff Administrative Items**

- a. Discussion, planning and possible action regarding approved 2024-2025 Housing Commission Annual Work Plan and 2024-2025 Ad Hoc Subcommittees (Attachments: [Housing Commission 2024-2025 Annual Work Plan](#), [Housing Commission 2024-2025 Ad Hoc Subcommittees](#), [Calendar for Subcommittees](#).)

Commissioner Gomez moved and Commissioner Marasco seconded a motion to remove Commissioner Lynch, at her request, from the Inclusionary Housing Subcommittee and to establish a Chair for each subcommittee as follows:

Affordable Housing Funding Subcommittee– Marasco  
Affordable Housing Model Subcommittee – Marasco  
Client Advisory Board Subcommittee – Lynch  
Landlord Subcommittee – Gomez  
Inclusionary Housing Subcommittee – Marasco  
Nonprofit Housing Subcommittee – Gomez

Voice Vote: motion passes unanimously, with Commissioner Gray, Commissioner Wells, and Vice Chair Borresen absent.

- b. Discussion and possible action to amend the current Housing Commission Bylaws to reflect the correct meeting location of Council Chambers (Attachment: [Current Housing Commission Bylaws](#))

Commissioner Lynch moved and Commissioner Gomez seconded a motion to correct the Housing Commission Bylaws meeting location to Council Chambers. Voice vote: motion passes unanimously.

The commission also suggested to correct the following: adjust the meeting time to 6:15 PM in Rule 2, as approved on October 15, 2024; remove item (b) "Salute to the Flag" in Rule 7; and correct the bullet formatting in Rule 16.

### **13. Housing Commission Member Discussion Items**

- a. Discussion and possible action regarding Housing Commission Recommendations dated 31 July 2024 (Attachment: [Recommendation letter to City Council](#))

Commissioner Lynch moved and Commissioner Gomez seconded a motion to table this item to when Commissioner Gray is present as it is her letter. Voice Vote: motion passes unanimously, with Commissioner Gray, Commissioner Wells, and Vice Chair Borresen absent.

- b. Discussion and possible action regarding future agenda planning

Commissioner Marasco moved and Commissioner Lynch seconded a motion to table this item to next meeting. Voice Vote: motion passes unanimously, with Commissioner Gray, Commissioner Wells, and Vice Chair Borresen absent.

- c. Discussion and possible action regarding Housing Commission retreat (Attachment: [Notes on retreat](#)) (Chair Gordon)

Commissioner Marasco moved and Commissioner Lynch seconded a motion to table this item to next meeting. Voice Vote: motion passes unanimously, with Commissioner Gray, Commissioner Wells, and Vice Chair Borresen absent.

## Adjournment

Chair Gordon adjourned the meeting at 8:02 pm

Attest:

Approved:

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(Name)  
Secretary

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(Name)  
Chair