



SPECIAL MEETING MINUTES

Date: 11/17/2020

Time: 5:00 p.m.

Special Meeting Location: Joinwebinar.com – ID# 267-130-171

Special Meeting (Joinwebinar.com – ID# 267-130-171)

A. Call To Order

Mayor Taylor called the meeting to order at 5:06 p.m.

B. Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor

Absent: None

Staff: City Manager Starla Jerome-Robinson, Interim City Attorney Cara Silver, City Clerk Judi A. Herren

C. Regular Business

C1. Adopt the transportation master plan ([Staff Report #20-252-CC](#)) ([Presentation](#))

[Web form public comment on Item C1.](#) (Attachment).

Senior Transportation Engineer Kristiann Choy and W-Trans representative Mark Spencer made the presentation (Attachment).

The City Council discussed the web form public comment received from Bridget Roberts and adding Pierce Road as a one-way street with a bike lane to eliminate cut through traffic to Willow Road to the transportation master plan. The City Council received clarification on the list of recommendations and stakeholder participation for regional projects, and the use of travel time and vehicle miles traveled as performance metrics. The City Council directed staff to include language that minimized restrictions to neighborhoods and flyovers not being preferred for the Dumbarton Corridor regional project.

ACTION: Motion and second (Mueller/ Nash), to adopt the transportation master plan including a new project on Pierce Road as a one-way street with a bike lane to eliminate cut through traffic to Willow Road and to include additional language for the Dumbarton corridor regional project related to minimizing restrictions to neighborhoods and flyovers not being preferred, passed unanimously.

D. Report from Closed Session

No reportable actions.

E. Presentations and Proclamations

E1. Proclamation: Native American Heritage Month ([Attachment](#))

Mayor Taylor read the proclamation (Attachment).

F. Study Session

- F1. Provide direction on waste rate smoothing options for the next five years (2021-2025) ([Presentation](#))

Sustainability Manager Rebecca Lucky and R3 Consulting representative Garth Schultz made the presentation (Attachment).

The City Council discussed various options related to smoothing waste rate increases over the next five years using fund balance in the solid waste fund. The City Council also discussed the three options presented by staff and alternatives.

The City Council directed staff to explore Option No. 2 and provide information at the upcoming public hearing regarding the total amount of subsidy that would be needed if rates remained the same for the next five years.

G. Commissioner Reports

- G1. 2020-2021 Housing Commission workplan ([Staff Report #20-249-CC](#))

Housing Commission Chair Karen Grove and Commission member Wendy McPherson made the presentation (Attachment).

- Ken Chan spoke in support of the proposed workplan item related to affordable housing.

The City Council received clarification that the Planning Commission is also pursuing the development of accessory dwelling unit's policy.

- G2. Environmental Quality Commission quarterly report and recommendations for implementing climate action plan strategies 2, 4, and 6 ([Presentation](#))

Environmental Quality Commission Chair Ryann Price and member Josie Gaillard made the presentation (Attachment).

- Bill Chiang, PG&E representative, commented on the impacts of tree removals to what is below and above the tree.
- Margaret Bruce, San Francisquito Creek Joint Powers Authority Executive Director, commented on sea level rise.

The City Council received clarification on the climate action plan action No. 6 relating to community engagement. The City Council discussed a neighborhood notification program for homeowners planning to use pesticides. The City Council also discussed the use of gas-powered leaf blowers.

The City Council directed the Environmental Quality Commission (EQC) to consider adding a citywide pesticide use policy to the EQC workplan and for staff to further analyze organizational impacts, deliverables, and clarify roles and responsibilities to implement the EQC's recommendation on climate action plan items Nos. 2, 4, and 6 this fiscal year.

The City Council took a break at 7:45 p.m.

The City Council reconvened at 8:12 p.m.

H. Consent Calendar

H1. Accept the City Council meeting minutes for October 27 and November 6, 2020 ([Attachment](#))

- Peter Edmonds spoke in opposition of his recorded comment in the October 27, 2020 minutes, item F1.

City Clerk Judi Herren provided amendments to the October 27, 2020 minutes.

H2. Amend the agreement with First Response Metering for water meter reading services ([Staff Report #20-250-CC](#))

H3. Receive and file an update on Federal Emergency Management Agency Building Resilient Infrastructure and Communities grant application and authorize the Mayor to sign a project letter of support ([Staff Report #20-251-CC](#))

Assistant Public Works Director Chris Lamm made the presentation ([Attachment](#)).

The City Council requested additional language to be added to the letter of support regarding property protections for neighborhood communities. The City Council received clarification on sea level rise projects, PG&E goals and protections, flood insurance requirements, ponds, and gaps in the projects. The City Council discussed grants assisting utilities, the neighboring communities and benefits of Menlo Park on the grant application. The City Council requested information on costs of Menlo Park applying for a grant solely to complete gaps.

ACTION: Motion and second (Combs/ Mueller), to receive and file an update on Federal Emergency Management Agency Building Resilient Infrastructure and Communities grant application and authorize the Mayor to sign a project letter of support including the additional language for property protections for neighborhood communities, passed unanimously.

H4. Adoption of Resolution No. 6600 extending Resolution No. 6528 establishing a process for notifying the City Council and public of final Planning Commission actions to facilitate City Council review of large or impactful development projects ([Staff Report #20-253-CC](#))

ACTION: Motion and second (Carlton/ Nash), to approve the consent calendar with the exception of item H3. and the inclusion of amendments to item H1., passed unanimously.

I. Informational Items

I1. City Council agenda topics: December 2020 to January 2021 ([Staff Report #20-247-CC](#))

I2. Below market rate housing fund – notice of funding availability ([Staff Report #20-248-CC](#))

J. City Manager's Report

None.

K. City Councilmember Reports

Vice Mayor Combs reported out on Measure T funds used in District 2 to date.

L. Adjournment

Mayor Taylor adjourned the meeting at 9:23 p.m.

Judi A. Herren, City Clerk

These minutes were approved at the City Council meeting of December 8, 2020.

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the City Council, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Submit a written comment online:
menlopark.org/publiccommentNovember17*
 - Record a comment or request a call-back when an agenda topic is under consideration:
Dial 650-474-5071*
 - Access the regular meeting real-time online at:
joinwebinar.com – Regular Meeting ID 267-130-171
 - Access the regular meeting real-time via telephone (listen only mode) at:
(415) 930-5321
Regular Meeting ID 319-381-731 (# – no audio pin)
*Written and recorded public comments and call-back requests are accepted up to 1-hour before the meeting start time. Written and recorded messages are provided to the City Council at the appropriate time in their meeting. Recorded messages may be transcribed using a voice-to-text tool.
- Watch special meeting:
 - Cable television subscriber in Menlo Park, East Palo Alto, Atherton, and Palo Alto:
Channel 26
 - Online:
menlopark.org/streaming

Note: City Council closed sessions are not broadcast online or on television and public participation is limited to the beginning of closed session.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

According to City Council policy, all regular meetings of the City Council are to end by midnight unless there is a super majority vote taken by 11:00 p.m. to extend the meeting and identify the items to be considered after 11:00 p.m.

Agenda Item C1

Brigid Roberts, Resident

Dear Mayor Taylor, Vice Mayor Combs and Council Members Nash, Carlton and Mueller,

As you review the recent draft of the Transportation Master Plan, please consider that to reach the “Safety: Vision Zero” goal and support the Climate Action Plan, the City will be required to make the roads safe, teach people how to use them, and encourage everyone to get out and walk and bike.

To achieve these goals, we need 1) a commitment to implement safety improvements identified in school walk audits to ensure equity of improvements across all of our MP Schools and 2) a robust and well-managed Safe Routes program to educate citizens and encourage walking and biking.

With this context, I ask that you recommend the following 2 amendments to the TMP prior to its adoption:

1) Commit to implementing safety improvements from Menlo Park School Walk Audits

Walk Audits are conducted by civic planning and safety professionals. The TMP is missing key improvements at local schools because we have not yet conducted full Walk Audits. Cupertino and Palo Alto both hired Alta Planning to conduct their Walk Audits and improve their planning. Here you can see Cupertino’s Walk Audit Reports for all of their public schools. Currently, each MP school must attempt to self-advocate, self-fund, or write grant applications for pedestrian and bike safety improvements. This is especially difficult for schools bordering other jurisdictions and schools that lack volunteers to take on the task of negotiating with the city or cities for improvements. We need an equitable solution that captures the needs of all our schools. Walk Audit improvements and the necessary budget to pay for the improvements should be captured by the TMP.

2) Hire full-time Safe Routes Coordinators for Menlo Park with an appropriate budget for a robust program offering bike and pedestrian education

We need to invest more to create, develop, and support a successful Safe Routes program for Menlo Park. Safe Routes Coordinators would be able to create programming and educational opportunities for the entire community, which will be needed to support the city’s “Safety: Vision Zero” goal and Climate Action Plan.

Menlo Park currently has one person working part-time (~8 hours per week) as a contractor with Alta Planning in the role of Safe Routes Coordinator. The role serves 23 schools in Menlo Park, both public and private. In comparison, Palo Alto has 2 full-time staff serving 18 public schools, and Cupertino has 1.5 full-time staff serving 14 public schools.

Further, each school in Menlo Park runs its own Safe Routes education program, which means schools lacking parent volunteer support are often unable to offer hands-on “Bike Rodeo” and pedestrian education programs. Some data from the School Survey from last year: 6 of the 10 public schools that completed the school administration survey identified time, limited capacity, and lack of dedicated staff as the major challenges when implementing SRTS activities at their school. 4 schools have a staff person dedicated to SRTS efforts.

To ensure bike and pedestrian education equity, it’s important that all schools offer comparable bike and pedestrian education programs. Bike and pedestrian safety education should be a part of every Menlo Park student’s education and Safe Routes Coordinators and a fully-funded program can make this happen.

Thank you for your consideration.

Brigid Roberts
Chair Parents For Safe Routes Menlo Park



TRANSPORTATION MASTER PLAN

City Council
November 17, 2020

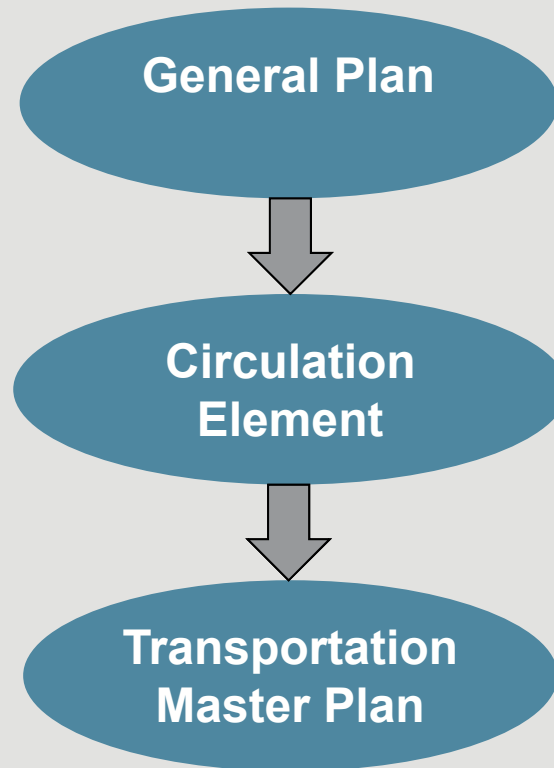


AGENDA

- Project Background and Purpose
- Draft TMP
- Recommendations



BACKGROUND





TRANSPORTATION MASTER PLAN GOALS

- Safety
- Sustainability
- Mobility Choice
- Congestion Management





PROJECT HISTORY

Date	Task
January-August 2017	<ul style="list-style-type: none">• Project Initiation• Select W-Trans consultant team• City Council appoints 11-member Outreach & Oversight Committee (OOC)
August 2017-February 2018	<ul style="list-style-type: none">• Transportation Data Summary• Community Engagement: Vision & Goals (~1,000 participants)• 1st OOC meeting• Draft Strategies & Recommendations Working Paper
February 2018-June 2019	<ul style="list-style-type: none">• Solicit feedback from OOC (7 meetings) and Complete Streets Commission (2 meetings)• City Council approves prioritization strategy
May-December 2019	<ul style="list-style-type: none">• City Council reviews TIF and adopts new TIF ordinance
September-October 2019	<ul style="list-style-type: none">• Community Engagement: Feedback on TMP projects and prioritization (~1,200 participants)
November 2019-August 2020	<ul style="list-style-type: none">• Staff and consultant team prepare draft TMP
September-October 2020	<ul style="list-style-type: none">• OOC and CSC reviews draft TMP



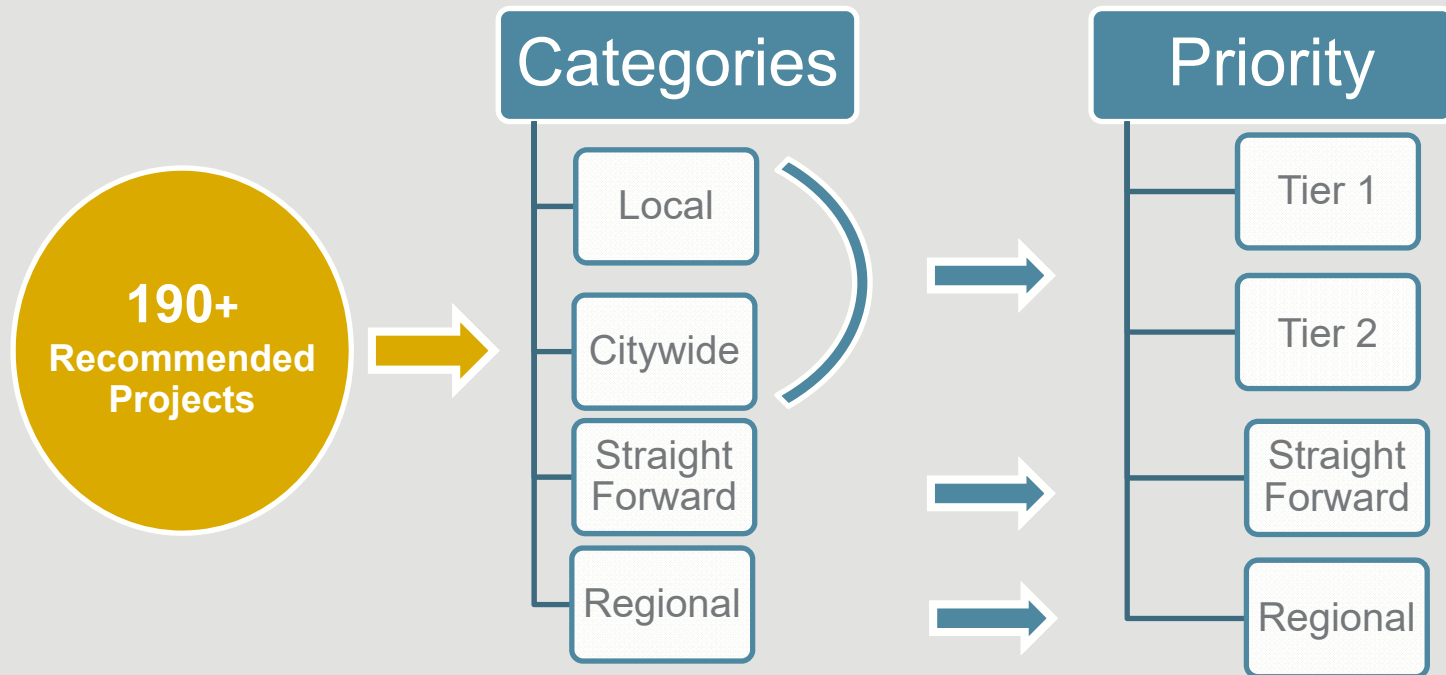
TMP OUTLINE

- Statement of goals
- Identify key issues
- Community Engagement
- Discussion of strategies
- Prioritized list of projects
- Implementation plan
- Appendices





PRIORITIZATION STRATEGY



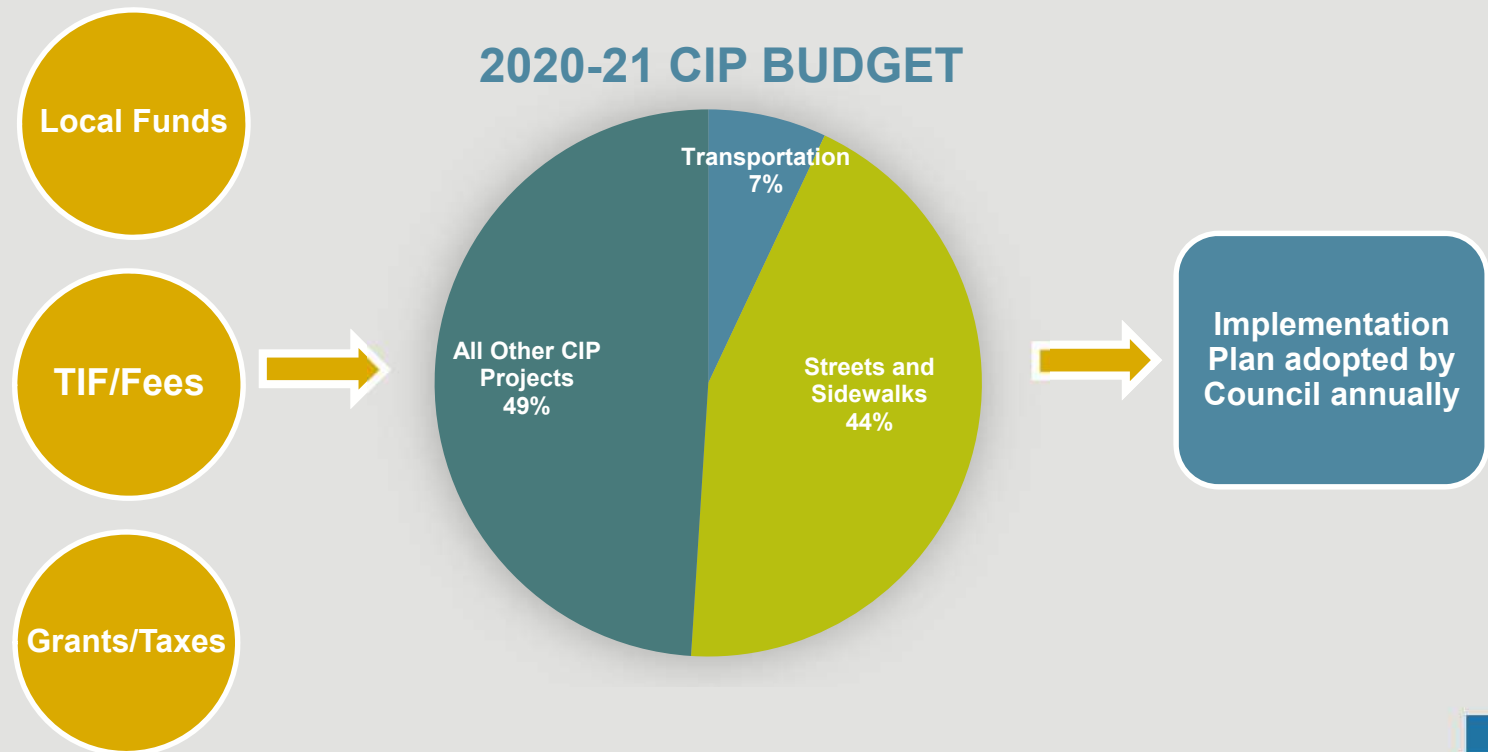


PRIORITIZATION AND IMPLEMENTATION

Implementation Group	Number of Projects	Cost
Tier 1 - High Priority	39	\$77.3 million
Tier 2 - Opportunity	57	\$47.9 million
Citywide	24	\$16.5 million
Regional	5	\$10.8 million
Straightforward	32	\$3.0 million
Total	157	\$157.6 million



HOW WILL WE FUND IT?





COMMITTEE & CSC FEEDBACK HIGHLIGHTS



Feedback	Staff Recommended Action
Transparent process for new projects	Implement a web-based map or table to indicate progress on TMP projects and identify new projects
Congestion reduction vs. congestion management	Staff modified text to be more consistent and incorporate walking, biking, and transit in the metrics
Regional project coordination	Staff and Councilmembers continue to participate in regional groups/committees advocating for regional projects
Dumbarton Corridor project reservations	Staff recommends keeping the project since there will be opportunities to discuss various design and access options before the project advances in the future
CSC to prioritize implementation with CAP	Staff recommends working with CSC subcommittee to recommend projects for FY 21-22 CIP
Including of walk audits in the TMP	Staff recommends a revision to the plan to include walk audits as a citywide project



COMMITTEE RECOMMENDATIONS

- Approve the Transportation Master Plan
- Request prioritization of implementation to be aligned with the City's Climate Action Plan (CAP) goals
- Recommend the Complete Streets Commission (CSC) to advise City Council on recommended projects as part of the CAP implementation
- Express reservations about the Dumbarton Corridor Project regarding access impacts to the Belle Haven neighborhood
- Direct CSC to work with staff to integrate the transportation toolkit into the City standards



CSC RECOMMENDATIONS

- Approve the Transportation Master Plan
- Report incremental progress made on project implementation using key metrics
- Include description of other city programs and policies for ease of reference by the public
- Use vehicle miles traveled as reporting unit on progress made, if applicable
- Approve the Oversight & Outreach committee recommendations



AFTER ADOPTION – WHAT’S NEXT?



- Begin implementing the straightforward projects
- Identify Tier 1 projects to include in the 2021-22 CIP and the 5-year CIP
- Look for grant opportunities and identify which projects would align with those opportunities
- Process to add new projects



COUNCIL ACTION

- Adopt Transportation Master Plan with associated changes based on the Committee and Commission feedback



A large, horizontal orange banner is centered on the page. The banner contains the text "THANK YOU" in a bold, white, sans-serif font. The background of the page features a light blue gradient on the right and a vertical strip on the left containing a photograph of green leaves with yellow variegation. The banner overlaps the blue area and the leaf photograph.

PROCLAMATION

NATIONAL NATIVE AMERICAN HERITAGE MONTH

WHEREAS, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

WHEREAS, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and

WHEREAS, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

WHEREAS, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November, as National American Indian Heritage Month; and

NOW THEREFORE, BE IT PROCLAIMED that I, Cecilia Taylor, Mayor of the City of Menlo Park, on behalf of the City Council, do hereby proclaim November as the National Native American Heritage Month and urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

DocuSigned by:

Cecilia Taylor

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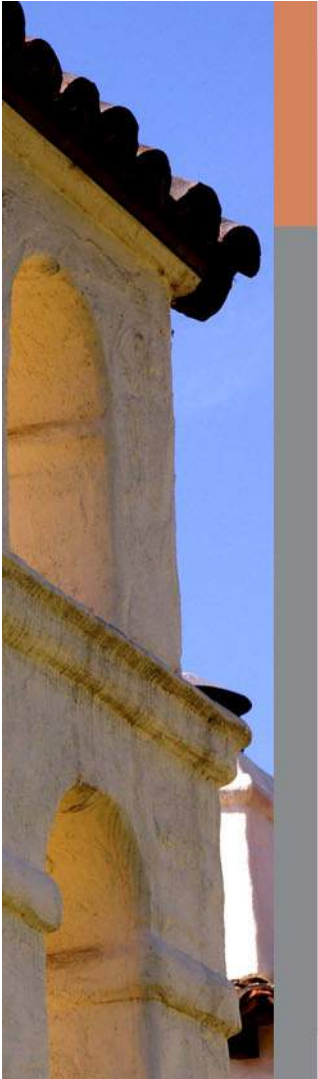
Cecilia Taylor, Mayor
November 2020



**PROVIDE DIRECTION ON WASTE RATE SMOOTHING
OPTIONS FOR THE NEXT FIVE YEARS (2021-2025)**

**Rebecca Lucky, Sustainability Manager
Garth Schultz, R3 Consulting**





REQUESTED DIRECTION

Select a preferred solid waste rate smoothing option effective January 1, 2021

- Option 1 – One-time subsidy of \$0.5 million for 2021
- Option 2 – 5-year subsidy totaling \$1.5 million
- Option 3 – Same as option No.2 except no subsidy provided for commercial rate increases in 2021





OPTION 1 – ONE-TIME \$0.50 MILLION SUBSIDY

- Maximum rates mailed in October for December 8 public hearing
- Reduces 2021 increases for all customers (including commercial increases)
- Involves no rate smoothing in 2022-2025
- Largest jump occurs in 2021 and 2022 by \$8 per month for small carts with remaining annual increases at about \$4 per month

Proposed Maximum Single Family Bundled Rates 2021–2025 (Includes Garbage, Recycling, and Organics)
 \$0.5M in Subsidy in 2021 applied to all rates below cost-of-service.

Garbage container size	Current monthly rate	2021	2022	2023	2024	2025
20 gallon	\$22.81	\$31.59	\$40.14	\$44.62	\$49.16	\$53.69
32 gallon	\$31.14	\$38.53	\$45.92	\$50.05	\$54.42	\$58.94
64 gallon	\$63.73	\$63.97	\$65.23	\$67.22	\$70.15	\$73.93
96 gallon	\$91.46	\$91.46	\$91.46	\$91.46	\$91.46	\$92.21



OPTION 2 – 5 YEAR SUBSIDY TOTALING \$1.5 MILLION

- Reduces 2021 increases for all customers (including commercial rate increases)
- Supports smoothing rates for 20 and 32 gallon residential customers from 2022-2025
- Maximum \$5.50/month per year rate increase

Alternative: Single Family Bundled Rates 2021–2025 (Includes Garbage, Recycling, and Organics)
 \$1.5M in Subsidy (\$0.5M in 2021 and \$1.0M additional over 2022-2025) applied to 20- and 32-gal res only.

Garbage container size	Current monthly rate	2021	2022	2023	2024	2025
20 gallon	\$22.81	\$28.31	\$33.81	\$39.31	\$44.81	\$50.81
32 gallon	\$31.14	\$36.54	\$42.14	\$47.64	\$53.14	\$58.64
64 gallon	\$63.73	\$63.97	\$65.23	\$67.22	\$70.15	\$73.93
96 gallon	\$91.46	\$91.46	\$91.46	\$91.46	\$91.46	\$92.21



OPTION 3 – NO SUBSIDY FOR COMMERCIAL IN 2021



- Only smooths rates for 20 and 32 gallon residential customers for five years
- Maximum \$5.30/month per year rate increase
- (20 cents monthly difference from option No.2)

Alternative: Single Family Bundled Rates 2021–2025 (Includes Garbage, Recycling, and Organics) \$1.5M in Subsidy applied to 20- and 32-gal res only.						
Garbage container size	Current monthly rate	2021	2022	2023	2024	2025
20 gallon	\$ 22.81	\$ 28.11	\$33.41	\$38.71	\$ 44.01	\$ 49.31
32 gallon	\$ 31.14	\$36.44	\$41.74	\$47.04	\$ 52.34	\$ 57.64
64 gallon	\$63.73	\$63.97	\$65.23	\$67.22	\$70.15	\$73.93
96 gallon	\$91.46	\$91.46	\$91.46	\$91.46	\$91.46	\$92.21

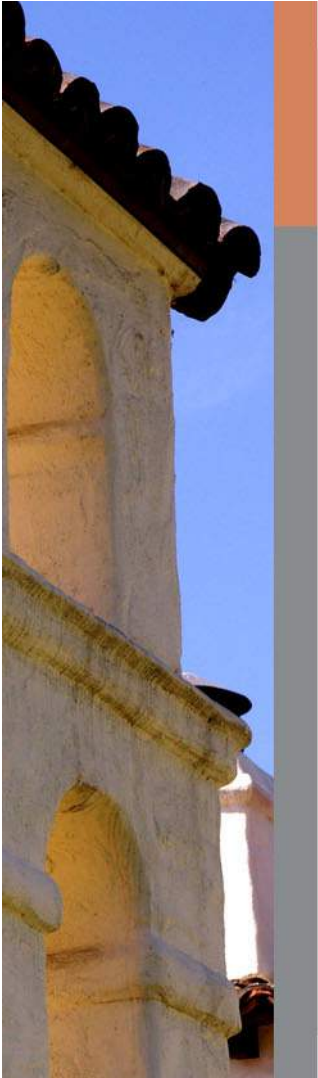


COMPARISON OF ALTERNATIVES 20 AND 32 GALLON



20-gallon	Current monthly rate	2021	2022	2023	2024	2025
Option #1	\$22.81	\$31.59	\$40.14	\$44.62	\$49.16	\$53.69
Option #2	\$22.81	\$28.31	\$33.81	\$39.31	\$44.81	\$50.81
Option #3	\$ 22.81	\$ 28.11	\$33.41	\$38.71	\$ 44.01	\$ 49.31

32-gallon	Current monthly rate	2021	2022	2023	2024	2025
Option #1	\$31.14	\$38.53	\$45.92	\$50.05	\$54.42	\$58.94
Option #2	\$31.14	\$36.54	\$42.14	\$47.64	\$53.14	\$58.64
Option #3	\$ 31.14	\$36.44	\$41.74	\$47.04	\$ 52.34	\$ 57.64



REQUESTED DIRECTION

Select a preferred solid waste rate smoothing option effective January 1, 2021

- Option 1 – One-time subsidy of \$0.5 million for 2021
 - \$8/month increases in 2021 and 2022, \$4/month remaining years

- Option 2 – 5-year subsidy totaling \$1.5 million
 - \$5.50/month increases for five years

- Option 3 – No subsidy for commercial increases in 2021
 - \$5.30/month increases for five years





THANK YOU

HOUSING COMMISSION

City Manager's Office
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620
menlopark.org/housingcommision



DRAFT WORK PLAN 2020-21

Mission Statement	
<p>We are affordable housing advocates. We make recommendations to the City Council on issues related to housing policy, implement Council policy decisions, and represent the City where needed on housing matters. We are a conduit of information out to the community about affordable housing programs and a conduit of information back from the community regarding housing matters to the City Council.</p>	
Committee Members Listing and Term Expirations	
Lauren Bigelow	April 30, 2023
Curtis Conroy	April 30, 2021
Karen Grove - Chair	April 30, 2022
Rachel Horst – Vice Chair	April 30, 2021
Wendy McPherson	April 30, 2021
Nevada Merriman	April 30, 2021
John Pimentel	April 30, 2024
Priority List	
<p>The Housing Commission has identified the following priorities to focus on during 2020-21:</p>	
<p>Summary of common high priority items:</p> <ul style="list-style-type: none">● Production of accessory dwelling units (ADU's) – near term goal● Community Land Trusts – preservation of naturally affordable housing – near term goal● Develop a mix of affordable housing at all affordability levels including extremely low income near El Camino Real – longer term goal	
<p><u>Overarching goal</u> Need for more affordable housing in Menlo Park (west side of 101, west of Middlefield, west of El Camino Real)</p>	

Work Plan Worksheet

Step 1 - Review purpose of Commission as defined by Menlo Park Council Policy CC-01-0004

Each advisory body has a primary role of advising the City Council on policy matters or reviewing specific issues and carrying out assignments as directed by the City Council or prescribed by law. The Housing Commission is charged primarily with advising the City Council on housing matters. including housing supply and housing related problems. Specific focus areas include:

- Community attitudes about housing (range, distribution, racial, social-economic problems)
- Programs for evaluating, maintaining, and upgrading the distribution and quality of housing stock in the City
- Planning, implementing and evaluating City programs under the Housing and Community Development Act of 1974
- Review and recommend to the Council regarding the Below Market Rate (BMR) program
- Initiate, review and recommend on housing policies and programs for the City
- Review and recommend on housing related impacts for environmental impact reports
- Review and recommend on State and regional housing issues
- Review and recommend on the Housing Element of the General Plan

Step 2 - Develop or review a Mission Statement that reflects that purpose (Who we are, what we do, who we do it for, and why we do it)

No changes were made to the Mission Statement included above.

Step 3 - Discuss any priorities already established by Council

Y-Plan study, Housing Element development

Step 4 - Brainstorm goals, projects or priorities of the Committee

Brainstorm goals, projects or priorities of the Committee	Benefit, if completed NOTE: GREEN HIGHLIGHTED ITEMS ALIGN WITH YPLAN RECOMMENDATIONS	Mandated? <i>by State/local law or by Council direction</i>	Policy change? <i>At Council level</i>	Resources needed for completion <i>(Staff, subcommittees, funds)</i>	Estimated Completion Time	Measurement Criteria <i>(How will we know how we are doing?)</i>
<p>Increase production of Accessory Dwelling Units (ADUs):</p> <ul style="list-style-type: none"> • Streamline and simplify by making process easier and less expensive • Provide funds to assist property owners to develop (or convert unpermitted) ADU/JADU's 	<p>Increase supply of housing</p> <ul style="list-style-type: none"> • Make ADU's accessible to wider range of people • Increase health and safety of current occupants (of unpermitted conversions) 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<ul style="list-style-type: none"> • Produce ADU development process navigation tools (resources: staff, ad-hoc, consultants) • Develop ADU/JADU funding program for lower income 	<p>2021</p>	<ul style="list-style-type: none"> • Navigation tools developed • ADU/JADU production increase (beyond baseline for past few years, tie to HE?)– can we say what is our baseline? • Funding program developed and

<p>through the BMR Housing Fund with grants and loans</p> <ul style="list-style-type: none"> • Create incentives for property owners to deed restrict affordable housing units (long term affordability) 	<ul style="list-style-type: none"> • Help existing lower income households create ADU's to supplement income, produce more housing units and create opportunities for multi-generation living 			<p>homeowners (resources: staff, ad-hoc, non-profit organizations, community land trusts)</p>		<p>implemented, funds issued.</p>
<p>Partner with and support Community Land Trusts (CLTs):</p> <ul style="list-style-type: none"> • Provide funding support to CLT's to acquire units offered for sale for conversion to deed restricted affordable (in perpetuity) • Look into community land trust in greater detail to consider additional opportunities for affordable housing preservation (develop expertise) • Develop programs or process w/CLT to produce affordable housing (e.g. ADU's, rental, ownership) 	<ul style="list-style-type: none"> • Promote community stability through affordable housing preservation activities (e.g. prevent foreclosure and displacement) • Increase housing production through ADU development • Program w/CLT will allow city to be competitive and agile in housing acquisition for preservation 	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<ul style="list-style-type: none"> • Development and partnerships (staff, ad-hoc, community land trusts) 	<p>2020-2021</p>	<ul style="list-style-type: none"> • Provided access to BMR funds for acquisition of rental housing or other housing production activities (e.g. ADU/JADU loan program, home ownership program, etc.) • Gained a better understanding of the CLT models and programs • Mastery of CLT concept by staff and HC ad-hoc; scan of field for local-serving CLT organizations; evaluation and due diligence of local-serving CLT organizations; selection of a CLT to partner with; partnership agreement in place; program established and funded; preservation and/or production projects completed.
<p>Increase Density/Zoning (density and height):</p> <ul style="list-style-type: none"> • Downtown and west side of town, along ECR and Willow 	<ul style="list-style-type: none"> • Increase housing production dispersed throughout the City 	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Staff, HC ad-hoc, HC, PC, CC, consultants, City Attorney</p>	<p>2020-2021</p>	<ul style="list-style-type: none"> • Zoning amended

<p>road (already have high density east of 101)</p> <ul style="list-style-type: none"> Allocate time and resources to big picture opportunities to create affordable housing (e.g. USGS site, school site) Support housing production near transit Prioritize production of ELI and VL income housing near ECR/transit corridor 	<ul style="list-style-type: none"> Affordable housing production AFFH Traffic reduction Achieve climate goals 					
<p>Identify sites where affordable housing can be built on publicly owned land and high opportunity sites</p> <ul style="list-style-type: none"> Development of affordable housing on the downtown parking lots Explore partnerships with school districts and faith based organizations. Help them rezone for affordable housing Consider downtown library area as a site for affordable housing, potentially as part of a library renewal project 	<ul style="list-style-type: none"> Affordable housing production AFFH Traffic reduction Achieve climate goals 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<ul style="list-style-type: none"> Obtain site inventory of City/Publicly owned land (resources: staff, consultants) Review current use and zoning (resources: staff, ad-hoc, consultants) Make recommendations (resources: staff, HC, ad-hoc, consultants) 	2020-2021	<ul style="list-style-type: none"> Site inventory complete, available to public Study session or other public meeting to review current use and zoning HC votes on recommendations
<p>Administration/Strategies</p> <ul style="list-style-type: none"> Amend/updated NOFA (annual and over the counter) Update BMR Guidelines to include funding programs and administrative updates: <ul style="list-style-type: none"> ADU/JDU loan program Foreclosure prevention program 	<ul style="list-style-type: none"> OTC NOFA will allow us to fund project in a timely and opportunistic manner ADU/JDU loan program will expand ADU opportunity to lower income, lower wealth residents. (AFFH) 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<ul style="list-style-type: none"> Amend NOFA (staff, ad hoc) Update BMR Guidelines (staff, ad-hoc) 	<ul style="list-style-type: none"> Fall 2020 	<ul style="list-style-type: none"> NOFA issued BMR update recommendations passed by HC Recommendations approved by PC/CC

<ul style="list-style-type: none"> ○ First time homebuyer program • Review BMR proposals and make recommendations to PC and CC 	<ul style="list-style-type: none"> • Foreclosure prevention – prevent displacement, community stability, improved health and equity 					
<p>Community Engagement</p> <ul style="list-style-type: none"> • Expand engagement with monolingual Spanish speaking community members • Housing Element update – host/co-host educational events/workshops on the housing element process 	<ul style="list-style-type: none"> • Increase diversity of community participation and input 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • Resources: staff, funding for community organization partners, interpreters, ad-hoc 	2020-2021	<ul style="list-style-type: none"> • Three monolingual Spanish-inclusive community meetings by end of 2021
<p>Step 5 - Prepare final work plan for submission to the City Council for review, possible direction and approval and attach the worksheets used to determine priorities, resources and time lines.</p>						
<p>Step 6 - Once approved, use this plan as a tool to help guide you in your work as an advisory body.</p>						
<p>Step 7 - Report out on status of items completed. Provide any information needed regarding additional resources needed or/and to indicate items that will need additional time in order to complete.</p>						



ENVIRONMENTAL QUALITY COMMISSION

Quarterly Update from EQC Chair Ryann Price





AGENDA

- Review EQC Activities
- Community Concerns
- Seeking Guidance from Council





The main visual of the slide is a photograph of green leaves and a light green fruit, possibly an apple, with a semi-transparent orange banner overlaid containing the text "REVIEW EQC ACTIVITIES". The banner is positioned horizontally across the middle of the image. The background of the slide is a light blue and grey gradient.



REVIEW OF EQC ACTIVITIES

- Climate Action Goal Set
 - Net zero by 2030

- Climate Action Plan
 - City Council Approval of CAP Plan
 - Supporting actions approved in the CAP Plan
 - E.g. Specific recommendations for multi-family residential EV charging

- Heritage tree appeals

A photograph of a street scene. In the foreground, there are green plants with red flowers. In the background, there is a building with a brown oval sign that says "harvest" and a red sign that says "TABAC". There are also some outdoor chairs and a person walking in the distance.

COMMUNITY CONCERNS



PUBLIC COMMENTS VOICED TO EQC

- Climate change
 - High level of urgency
 - Concerns regarding equity and affordability

- Inclusion of volunteers outside of commissioners to address climate action in Menlo Park
 - Desire for citizens to volunteer for the city.
 - This is currently outside scope of commission like the EQC.

- Concerns regarding gas powered leaf blowers

- Heritage Trees
 - Desire from the public to understand the status of the replanting of trees committed to as part of the 1000 El Camino Project
 - EQC to hear an update in January 2021
 - Ensure with the focus on climate change that the EQC is still able to invest time in urban canopy issues



The background of the slide is a photograph of green leaves and a light green fruit, possibly an apple, with a semi-transparent orange banner overlaid containing the text "SEEKING GUIDANCE". The banner is a horizontal rectangle with a gradient from light orange to a darker orange. The text is in a bold, white, sans-serif font. The background image shows a close-up of a branch with several green leaves and a single, round, light green fruit. The lighting is bright, suggesting an outdoor setting. The overall composition is clean and modern.



SEEKING GUIDANCE FROM COUNCIL

- Urgency of Climate Change & Community Engagement
 - Role of the EQC and commissioners to further education and CAP goals
 - Consider EQC recommendations regarding CAP items 2, 4, and 6 (next slide)

- The pesticides ban
 - Is this a council priority for the EQC?



CAP ACTIONS #2, 4 & 6

EQC recommends:

- Due to urgency of climate change and limited staff resources
- City Council is advised to empower City commissions to advance CAP actions #2, 4 & 6 until staff resources free up
- Commissions can hand off responsibility to staff for these actions as soon as staff is available
- Detailed plan proposed by EQC is designed to minimize staff involvement and avoid taxing limited City resources



BACKGROUND ON CAP ACTIONS #2, 4 & 6

- Council approved 6 actions with the CAP in July 2020
- Staff recommended working on #1, 3 & 5 this fiscal year and delaying work on #2, 4 & 6
- EQC and Complete Streets Commissions are available, capable and eager to advance CAP actions #2, 4 & 6 until staff can step in

Action	#	Description
Set citywide goal for increasing EVs and decreasing gasoline sales	2	Announce and promote goals of 1) making all new vehicles be electric by 2025 and 2) reducing gasoline sales each year by 10%, based on the total reported in 2018. Track progress on both goals publicly on an annual basis.
Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission	4	Reduce VMT, especially by gasoline vehicles, through a two- pronged approach: 1) Change zoning to encourage higher density (esp. for housing) near transit 2) Make the City easier to navigate without a car by accelerating implementation of the Transportation Master Plan with an emphasis on developing a clear network of protected pedestrian/bike paths throughout town
Develop a climate adaptation plan to protect the community from sea level rise and flooding	6	Develop a climate adaptation plan focused on protecting areas of the community vulnerable to sea level rise and flooding, as forecasted by the National Oceanic and Atmospheric Administration (NOAA) and California State agencies. Consider requiring developers to fund efforts to protect the community.



ACTION #2

“Set citywide goal for increasing EVs and decreasing gasoline sales”

EQC Proposal to Council

- Outsource legwork of this action to EQC and Commissioner London’s “Beyond Gas Initiative” (BGI)
- BGI will research, develop and maintain web metrics showing the City’s gasoline sales and EV adoption rates over time
- BGI will develop educational content for Menlo Park residents, including rebate info and helpful tips
- BGI will follow City communication guidelines to produce monthly social media posts and other educational content to be posted on the City’s various communications channels
- Menlo Park communications staff will post BGI-produced content monthly on appropriate City communication channels

Staff time required: 1 hour/month, maximum



ACTION #4

“Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission”

EQC Proposal to Council

- Outsource legwork of this action to Complete Streets Commission (CSC) with support from EQC
- Empower CSC to propose a VMT reduction target and present to Council for approval
- Request that CSC sort TMP projects by VMT-reduction potential and present highest potential projects to Council for priority implementation

Staff time required: None expected



ACTION #6

“Develop a climate adaptation plan to protect the community from sea level resources and flooding”

EQC Proposal to Council

- Request quarterly updates (at least) from staff on decisions made by the San Mateo County Sea Level Rise & Resiliency District Board
- Consider assigning a Council member to attend Board meetings and report back to Council on a regular basis
- Inquire about Menlo Park gaining a seat on the Board

Staff time required: ~ 2-3 hours/month to attend meetings and present



THANK YOU