



REGULAR MEETING MINUTES

Date: 1/24/2023
Time: 6:00 p.m.
Locations: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Regular Session

A. Call To Order

Mayor Wolosin called the meeting to order at 6:01 p.m.

Mayor Wolosin called for a moment of silence in light of recent tragedies in California.

B. Roll Call

Present: Doerr, Nash, Taylor, Wolosin

Absent: Combs

Staff: City Manager Justin I. C. Murphy, Assistant City Attorney Denise Bazzano, Assistant to the City Manager/City Clerk Judi A. Herren

C. Agenda Review

The City Council pulled items F3. and F4.

D. Public Comment

- Solo Aquatics Coach Tom McRae spoke on the aquatics request for proposal.
- HIP Housing Event Organizer Chris Sturken spoke on the 2023 HIP Housing calendar.

E. Presentations and Proclamations

E1. Proclamation: National Human Trafficking Awareness Month (Attachment)

Mayor Wolosin read the proclamation (Attachment).

San Mateo County Human Trafficking Program Coordinator Pamela Estes accepted the proclamation.

E2. Presentation: Update on recent storms

City Manager Justin Murphy made the presentation and recognized City staff (Attachment).

F. Consent Calendar

F1. Accept the City Council meeting minutes for December 21, 22, 2022 and January 5 and 9, 2023 (Attachment)

F2. Approve the Housing Commission 2022-23 work plan (Staff Report #23-012-CC)

- Lauren Bigelow spoke in support of a dedicated housing manager and additional staff support in the housing department.

F3. Adopt a resolution authorizing submittal of a State Department of Water Resources Urban Community Drought Relief Grant Program application for the automated meter infrastructure, water main replacement and reservoir no. 2 roof replacement projects; authorize the public works director to execute the financial assistance agreement if awarded a grant (Staff Report #23-013-CC)

The City Council discussed the Water Resources Urban Community Drought Relief Grant Program, how to take on additional drought efforts, and to support all Menlo Park communities.

F4. Receive and file 2021 priorities, work plan quarterly report as of December 31, 2022 and advisory body work plan update (Staff Report #23-015-CC)

The City Council discussed new City Council requests or direction to advance new initiatives and adding to future staff report, links on the attachments to previously related staff reports.

F5. Adopt a resolution to continue conducting the City's Council and advisory body meetings remotely due to health and safety concerns for the public and to authorize the use of hybrid meetings (Staff Report #23-017-CC)

F6. Appoint a representative to the Bay Area Regional Water System Financing Authority (Staff Report #23-018-CC)

F7. Authorize the city manager to execute a revised agreement with HdL Companies for economic development services (Staff Report #23-020-CC)

ACTION: Motion and second (Taylor/ Doerr), to approve the consent calendar, 4-0 (Combs absent).

G. Regular Business

G1. Provide direction regarding City Council Procedure CC-86-0001, "Naming and/or changing the name of facilities" (1986); and a process to identify a name for the Menlo Park Community Campus project now under construction (Staff Report #23-014-CC)

Library and Community Services Director Sean Reinhart made the presentation (Attachment).

- Israel Harris spoke in support of the joint Library and Parks and Recreation Commissions meeting and suggested to focus on one name for the Menlo Park Community Campus (MPCC).
- Pam Jones spoke in support of providing information and conducting meetings in English and Spanish.

The City Council received clarification on the Feb. 22 Parks and Recreation Commission meeting, overall naming timeline, and how to advertise and receive community feedback.

The City Council discussed the proposed changes provided by staff related City Council Procedure #CC-86-0001 and requested that the March 22 Parks and Recreation Commission meeting to consider public input and make recommendations on the MPCC naming be a joint meeting with

Library Commission.

The City Council directed the MPCC naming meetings be offered in English and Spanish.

H. Informational Items

H1. City Council agenda topics: January 31 – February 28, 2023 (Staff Report #23-016-CC)

H2. Update on the Middle Avenue complete streets project (Staff Report #23-019-CC)

H3. Menlo Park Community Campus project updates (Staff Report #23-021-CC)

- Marlene Santoyo spoke on community access to the MPCC and including the environmental justice and social justice elements in the housing element.

The City Council discussed community meetings.

H4. Personnel activity report as of December 31, 2022 (Staff Report #23-022-CC)

H5. Electric vehicle charging for City operations – status update and next steps (Staff Report #23-023-CC)

I. City Manager's Report

City Manager Justin Murphy reported out on filling key staff vacancies and an update on the goals and priorities upcoming meeting.

J. City Councilmember Reports

City Councilmember Nash reported out on the Peninsula Clean Energy's white paper "Achieving 24/7 Renewable Energy by 2025" that is getting national attention.

Vice Mayor Taylor reported out on the Bay Adapt Local Elected Regional Task Force, South Bayside Waste Management Authority, Emergency Services Council, SFO Community Roundtable Technical Working, Reimaging Public Safety Subcommittee, and City/County Association of Governments of San Mateo County (C/CAG) meetings.

City Councilmember Doerr reported out on the Bay Area Water Supply and Conservation Agency meeting.

Mayor Wolosin reported out on a PG&E event, which included attendees from Climate Resilient Communities and San Francisquito Creek Joint Powers Authority, and an upcoming event with League of California Cities with San Mateo and Santa Clara Counties and state legislators.

K. Adjournment

Mayor Wolosin adjourned the meeting at 7:45 p.m.

Judi A. Herren, Assistant to the City Manager/ City Clerk

These minutes were approved at the City Council meeting of February 14, 2023.

TAKING A STAND AGAINST HUMAN TRAFFICKING IN THE BAY AREA

WHEREAS, the United States Senate designated January 11 as National Human Trafficking Awareness Day in 2007 and, beginning in 2010 by Presidential Proclamation, each January has been designated National Slavery and Human Trafficking Prevention Month; and

WHEREAS, human trafficking involves commercial sexual exploitation and labor exploitation. Sex trafficking is defined as “a commercial sex act that is induced by force, fraud, or coercion,” but if the person has not attained the age of 18 years old, force, fraud or coercion is not required. Labor trafficking is defined as, “the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery”; and

WHEREAS, human trafficking is a human rights violation, and a violation of both federal and California law, it also promotes the breakdown of families and communities, fuels organized crime, deprives countries of human capital, undermines public health, and imposes large economic costs; and

WHEREAS, the FBI has identified California and the San Francisco Bay Area as an area of high prevalence for human trafficking. Although human trafficking is illegal, victims often do not recognize their victimization, do not know that help is available, or where to seek assistance; and

WHEREAS, forced labor, involuntary domestic servitude, and commercial sexual exploitation of adults and youth and have been found to exist within local communities; and

WHEREAS, public awareness about human trafficking still needs to reach broader communities and communicate more information about the nuances of this crime; and

WHEREAS, the County of San Mateo has dedicated resources including the San Mateo County Human Trafficking Program, and has supported the efforts of the San Mateo County Police Chiefs and Sheriff Association, and has partnered with other governmental and non-governmental organizations to identify and address human trafficking within San Mateo County; and

NOW, THEREFORE, BE IT PROCLAIMED, that I, Jen Wolosin, Mayor of the City of Menlo Park, on behalf of the City Council and City, do hereby recognize January 2023 as Human Trafficking Prevention Month, and encourage City Councilmembers, employees, and residents to support the County of San Mateo’s efforts in the fight against human trafficking.

Jen Wolosin, Mayor
January 24, 2023



UPDATE ON RECENT STORMS

Jan. 24, 2023 – City Council meeting





STORM UPDATE

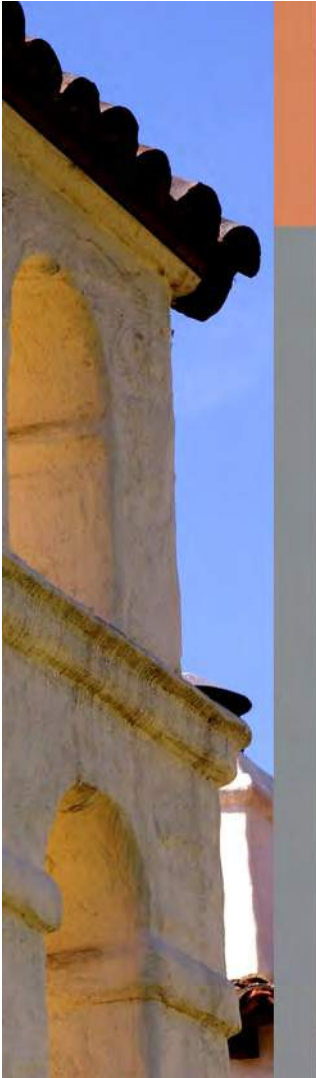
- Preparation
- Response
- Communication





PREPARATION





PREPARATION

- Storm drain cleaning and inspections
- Tree trimming on 5-year maintenance cycle
- Stock sandbag stations
- Street sweeping and trash removal in accordance with stormwater permit
- Stormwater Master Plan under development



Aug - Sep

- SFCJPA 2-day maintenance walk
- City and Grassroots Ecology volunteer creek clean up

Oct

- Bi-weekly street sweeping
- Atherton Channel clean up

Nov - Feb

- Weekly street sweeping



PREPARATION

- Dec. 7, 2022 – Annual table top preparedness exercise with San Francisquito Creek Joint Powers Authority agency partners
- Weather monitoring began Friday, Dec. 30
- Sandbag stations were stocked
- The City's Emergency Operations Center opened virtually, Saturday, Dec. 31.
- The San Francisquito Creek Multi-Agency Coordination (SFC MAC) Operational Plan for Severe Storm and Flood Response was implemented
- SFC MAC coordination calls began Dec. 31.





RESPONSE





RESPONSE

- Staff from multiple departments have worked throughout the day and night, some on assignments much different than their normal day-to-day work, to assist the community and our residents.
 - City Hall staff provided assistance at sandbag stations.
 - Engineering staff helped with creek monitoring and storm drain debris removal.
 - Representatives from every department serve in the City's Emergency Operations Center coordinating the overall response.
- Monitoring of Atherton Channel and SF Creek conditions 24/7 through heaviest storms.
- More than 220 tons of sand; 11,000+ sandbags
- Overnight parking was temporarily suspended until Friday, Jan. 13.





RESPONSE

- Public Works crews addressed approximately 139 storm-related service calls including
 - Downed trees
 - Numerous branch and tree limbs down in traffic lanes
 - Clogged storm drains
 - Temporary surface flooding at several intersections
- Police dispatch center received approximately 189 storm-related calls, mostly reporting
 - Surface street and intersection flooding
 - Tree or branches down
 - Vehicle hazards/breakdowns or requesting other information



A photograph of a street scene, likely in Menlo Park, featuring a 'harvest' sign, a 'TABAC' sign, and outdoor seating. The image is partially obscured by a blue vertical bar on the left and a large orange horizontal bar in the center containing the word 'COMMUNICATION' in white capital letters.

COMMUNICATION



COMMUNICATION



- City messaging began Dec. 26
- Saturday morning, Dec. 31, the City sent messages warning about the creek hitting flood monitoring stage and to take precautions.
 - Sent successfully to >9,500 residents.
 - Saturday evening, a smaller targeted message warned residents near the creek when water levels rose again.
- Team monitored and updated City social media channels with storm related information including Twitter, Nextdoor and Facebook.
- Storm update webpage at menlopark.gov/stormupdate linked from the homepage banner.
- Joined coordination calls with partner agencies in San Mateo County, the San Francisquito Creek JPA and Bay Area-wide.



COMMUNICATION



Web updates focused on informing residents about

- Storm updates
- Storm preparation and flooding tips
- Sandbag locations
- Who to contact to report downed trees or flooding
- How to sign up for emergency and non-emergency alerts via SMC Alert, City emails and texts, and social media
- Know Your Zone evacuation zone info





THANK YOU



NAMING AND/OR RENAMING FACILITIES

City Council – January 24, 2023



RECOMMENDATION

City staff requests City Council direction regarding:

1. Potential revisions to City Council Procedure CC-86-0001, “Naming and/or changing the name of facilities” (1986)
2. Proposed process to identify naming and/or dedications for the new City facility now under construction at 100-110 Terminal Avenue and currently referred to by the unofficial working name, “Menlo Park Community Campus.”

This is a discussion item to seek feedback and direction from City Council related to naming of City facilities. No City Council action related to facility naming is requested at this time.

NAMING POLICY (1986) – OVERVIEW



- City Council Procedure #CC-86-0001, “Naming and/or changing the name of facilities” (Naming Policy) was adopted February 25, 1986
- Attachment A to the staff report
- Provides guidance on the naming of City-owned facilities
- Also references smaller-scale, more ephemeral commemorative amenities in City parks, such as memorial benches
- The Naming Policy has not been revised since its adoption in 1986.

NAMING POLICY (1986) – EXCERPTS



Notable and/or relevant policy statements in the 1986 Naming Policy include:

- “The Park and Recreation Commission, after considering inputs from the community, will recommend to City Council names for new... buildings and miscellaneous facilities”
- “The naming will recognize: A deceased person (no sooner than five years after death), ethnic or other national and community groups, not yet honored in some fashion, who have made significant contributions to the City... and have not been previously honored in a meaningful way by the City.”

NAMING POLICY (1986) – EXCERPTS



- “The City from time to time may authorize placing of a memorial plaque inside a building when that facility is closely identified with a person or group, but the policy of the City is to retain the historic name of the facility”
- “It shall be the policy of the City not to change the name of any existing recreation and park facility... unless there is the most extraordinary circumstances or City or National interest and no other new facility can be so designated.”
- The existing place names within Menlo Park shall be deemed to have historic significance... The City will modify existing names only with the greatest reluctance and only to commemorate a person or persons who have made major, overriding contributions to the City... whose distinctions are as yet unrecognized.”

PAST EXCEPTIONS TO THE NAMING POLICY



City Council made past exceptions to the Naming Policy to waive the policy element related to recognizing deceased persons no sooner than five years after their death:

- November 14, 2017 - Renamed Market Place Park in honor of local war hero and community leader Karl E. Clark
- April 5, 2011 - Renamed the recreation center and gymnastics center in honor of real estate developer and philanthropist John Arrillaga and family
- April 27, 2010 - Named the gymnasium the Arrillaga Family Gymnasium
- September 2008 - Renamed Bayfront Park to Bedwell Bayfront Park in honor of former City Manager Michael Bedwell
- October 2004 - Named the Burgess Park Little League field in honor of former Parks and Recreation Commission chairperson Tom Harrison.

PAST NAMING – ONETTA HARRIS COMMUNITY CENTER



- Before the adoption of the Naming Policy, the City Council in July 1983 renamed the Belle Haven Community Center in honor of community leader Onetta Harris, who had passed away the previous year
- The Onetta Harris Community Center bore her name from 1983 until the building was demolished in 2021, along with multiple other City facilities on the same site, to make way for a new community facility.

MENLO PARK COMMUNITY CAMPUS PROJECT



- In January and February 2021, City Council issued key approvals for the project located at 100-110 Terminal Avenue, referred to by the unofficial working title, “Menlo Park Community Campus” (MPCC)
- In the Funding and Improvement Agreement executed with Facebook (now Meta), the City reserves sole discretion on the naming of the facility in accordance with its policies, subject to meeting and conferring with Meta.
- During summer 2021, four City facilities at 100-110 Terminal Ave. (Onetta Harris Community Center, Menlo Park Senior Center, Belle Haven Youth Center, Belle Haven Pool) were demolished to make way for the MPCC project
- Construction of the MPCC project began in November 2021 and is anticipated to be completed in 2024.

COMMEMORATIVE PARK AMENITIES



- On November 1, 2022, City Council reviewed a proposed Commemorative Park Amenities Policy to establish procedures and criteria for smaller-scale commemorative installations in City parks, for example memorial plaques on park benches and similar outdoor installations that are more numerous and typically have shorter lifespans than buildings by nature of their design and exposure to the elements
- The City Council deferred action on establishing a City Council policy, and instead directed staff to add commemorative park amenities to the Parks and Recreation Commission (PRC) work plan with quarterly reporting to the City Council including any commemorative amenity requests reviewed by the PRC.

NAMES OF OTHER CITY FACILITIES IN BELLE HAVEN



Before the start of the MPCC project construction, the City operated seven community facilities in the Belle Haven neighborhood (not including parks):

- Belle Haven Branch Library
- Belle Haven Child Development Center
- Belle Haven Pool
- Belle Haven Youth Center
- Menlo Park Senior Center
- Neighborhood Service Center
- Onetta Harris Community Center

COMMUNITY INTEREST IN THE NEW FACILITY'S NAME



Since the MPCC project's inception, there has been substantial community interest in the name of the new facility.

- Some have expressed a desire to honor Onetta Harris in the new facility's name
- Some have expressed a desire to highlight the historic Belle Haven neighborhood
- Some have suggested a naming contest with community entries followed by voting or other selection methods
- Some have offered the idea of attaching names or dedications to each of the facility's five primary functions (community center, public library, senior center, youth center and pool/aquatics center) as well as one overall name to denote the whole facility and campus.



POTENTIAL REVISIONS TO THE NAMING POLICY

Staff requests direction on potential revisions to City Council Procedure CC-86-0001 (Attachment B):

- Align the policy with current City Council expectations and community interests
- Establish criteria and procedures for naming, renaming, and/or dedicating public facilities, including major programs housed together in multiservice facilities
- Establish criteria for recognizing individuals and/or groups who donate toward the costs of new and/or renovated public facilities
- Refer the criteria and procedures for smaller-scale commemorative amenities in parks, for example memorial benches, to the PRC with quarterly reporting to the City Council.



PROPOSED MPCC FACILITY NAMING PROCESS AND TIMELINE

Staff requests direction from City Council regarding a proposed process to identify:

1. A name and/or dedication for the overall MPCC facility
2. Names and/or dedications for each of the five major programs housed in the MPCC facility
3. Recognitions for individuals and/or groups who donate toward the costs of the opening day furnishings, equipment, books, public art, and other amenities in the MPCC facility.



PROPOSED MPCC FACILITY NAMING PROCESS AND TIMELINE

City staff recommends the following process and timeline for the MPCC facility naming process:

- January 24 – City Council provides direction on potential revisions to the Naming Policy and a proposed MPCC facility naming process
- February 22 – PRC study session to consider input from the community, City Council direction and the Naming Policy (including any potential policy revisions directed by City Council)
- February 22 – PRC opens a four-week public comment period for Menlo Park residents to offer input and suggestions for naming/dedicating the new facility and/or each of its five major programs. City staff conducts outreach in English and Spanish through multiple formats and establishes a system to collect and compile input from community members.



PROPOSED MPCC FACILITY NAMING PROCESS AND TIMELINE (CONTINUED)

- March 14 – City Council reviews and adopts revisions to the Naming Policy or reaffirms the current policy if no revisions are desired
- March 22 – PRC convenes a public meeting to consider community input and recommend to City Council:
 - Up to 3 potential names and/or dedications for the overall facility
 - Up to 3 potential names and/or dedications for each of the five major programs (community center, public library, senior center, youth center and aquatics center) that will be housed in it.
- March 28 – City Council reviews the PRC’s recommendations and community input, then selects:
 - The name and/or dedication for the overall facility
 - Names and/or dedications for each of the five major programs (community center, public library, senior center, youth center and aquatics center) that will be housed in it.



DISCUSSION

City staff requests that City Council provide direction to City staff regarding:

1. The proposed revisions to City Council Procedure CC-86-0001, “Naming and/or changing the name of facilities” (1986)
2. Proposed process to identify naming and/or dedications for the new City facility now under construction at 100-110 Terminal Avenue and currently referred to by the unofficial working name, “Menlo Park Community Campus.”

City staff will pursue the revisions, process, and timeline as outlined in the staff report and presentation unless directed otherwise by the City Council.