



REGULAR MEETING MINUTES

Date: 4/4/2023
Time: 6:00 p.m.
Locations: Teleconference and
Belle Haven Branch Library
413 Ivy Dr., Menlo Park, CA 94025

Regular Session

A. Call To Order

Mayor Wolosin called the meeting to order at 6:08 p.m.

B. Roll Call

Present: Combs, Doerr, Nash, Taylor, Wolosin
Absent: None
Staff: City Manager Justin I. C. Murphy, City Attorney Nira F. Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

C. Agenda Review

None.

D. Public Comment

- Darryl spoke on their organization, which works to house Menlo Park homeless.
- Pam Jones requested that additional public engagement be done outside of digital/online, an evaluation on current public engagement be conducted, and for the City to take into consideration the Latino population when scheduling public meetings.

E. Presentations and Proclamations

E1. Proclamation: Recognizing April 2023 as National Poetry Month (Attachment)

Mayor Wolosin introduced the proclamation (Attachment).

E2. Proclamation: Recognizing April 22, 2023 as Earth Day (Attachment)

Mayor Wolosin introduced the proclamation (Attachment).

F. Consent Calendar

F1. Accept the City Council meeting minutes for March 18, 2023 (Attachment)

F2. Award a construction contract to G. Bortolotto & Company, Inc., for the 2023 Street Resurfacing project (Staff Report #23-085-CC)

- F3. Authorize the city manager to execute a service agreement with Caltrain to advance the Middle Avenue Caltrain crossing project (Staff Report #23-086-CC)

ACTION: Motion and second (Taylor/ Nash), to approved the consent calendar, passed unanimously.

G. Public Hearing

- G1. Consider an appeal of the Planning Commission approval of a use permit to demolish an existing single-story, single-family residence and construct a new two-story residence with an attached garage on a substandard lot at 440 University Drive (Staff Report #23-097-CC)

Associate Planner Chris Turner made a presentation (Attachment).

Appellant Elizabeth Houck made a presentation (Attachment).

Applicant Aaron Hollister made a presentation (Attachment).

Appellant Elizabeth Houck made a rebuttal.

Mayor Wolosin opened the public hearing.

- Jenny Michel spoke in support of an ADU (accessory dwelling unit) for multi-family and increased labor stabilization.

Mayor Wolosin closed the public hearing.

The City Council received clarification on substandard width in the R-1-U (Single Family Urban Residential) zoning district, Planning Commission's original decision, relocating the proposed project two or two and a half feet, engagement between the applicant and neighbor, and the number of projects in Menlo Park currently worked on by the applicant.

The City Council discussed City Council options and substandard lot current requirements.

ACTION: Motion and second (Doerr/ Nash), to adopt a resolution denying the appeal and upholding the Planning Commission's approval of a use permit to demolish an existing one-story, single-family residence and construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot width and area in the R-1-U (Single Family Urban Residential) zoning district located at 440 University Drive, passed unanimously.

H. Regular Business

- H1. Provide direction on the proposed programming plan elements for the Menlo Park Community Campus (Staff Report #23-087-CC)

Library and Community Services Director Sean Reinhart, Interim Assistant Community Services Director Rondell Howard, and Library and Community Services Supervisor Natalya Jones made a presentation (Attachment).

- Jacqui Cebrian spoke in support of programming with input from the Parks and Recreation and Library Commissions, prioritizing Menlo Park residents, and recognizing input from Belle Haven

- neighborhood residents.
- Sheryl Bims with donated time from Harry Bims spoke on blending the public and private project and in support of the library public services, green initiative programs.
 - Rose Bickerstaff spoke on the controversy for naming the new facility and ways to consider and respect the community.
 - Kenneth Harris spoke on naming the new community center Onetta Harris and in support of the programming process.

The City Council took a recess at 8 p.m.

The City Council reconvened at 8:21 p.m.

The City Council received clarification on who the facility will serve and how to prioritize residents, seniors, and the Belle Haven community, options at the center for food and beverage, the Working Group timeline, and resident and non-resident rates.

The City Council discussed the subcommittee considerations and recommendations, covered senior outdoor area, senior community engagement, field use approval, student inclusion and access, aquatics services best practices, providing and accessibility to technology, ways to prioritize programming and implementing to accomplish as many programs as possible, utilizing the electronic signboard with meeting information, increasing public engagement and working with non-profits, a focus on the things that can be delivered well, designing programs for the Belle Haven community, Red Cross Emergency Shelter information and acknowledgment, and electric activity shuttles.

The City Council directed staff to research food and beverage options, Civics 101 and environmental education, updating the facility rental policy to minimize corporate rentals, annual or half-year report out on resident access to public amenities (e.g., tennis and pickleball courts and fields).

- H2. Receive and file report on labor relations and receive public input on upcoming labor negotiations with Service Employees International Union Local 521 and American Federation of State, County and Municipal Employees Local 829 (Staff Report #23-070-CC)

Administrative Services Director Brittany Mello made the presentation.

The City Council received clarification on the process of labor negotiations.

ACTION: Motion and second (Combs/ Doerr), to receive and file report on employee compensation and receive public input on upcoming labor negotiations with (SEIU) and (AFSCME), passed unanimously.

I. City Council Initiated Items

- I1. Direction on advisory body and commissioner stipends (Staff Report #23-088-CC)
- Pam Jones spoke in support of the consideration of commissioner stipends.
 - Adina Levin spoke in support of the consideration of commissioner stipends and the creation of an interpretation and translation policy.

The City Council received clarification on the options before the City Council.

The City Council discussed stipends for CalPERS credit, stipend piloting with the Planning Commission, and fiscal and infrastructure impacts resulting for a stipend.

The City Council directed the following to be researched:

- Flat stipend at \$200 month
- Pilot with Planning Commission
- Starting at the 2024 annual advisory body recruitment
- Return to City Council after completion of the pilot

ACTION: Motion and second (Wolosin/ Taylor), to direct staff to build in the budget development a stipend for \$200 a month as a pilot for Planning Commission beginning April 2024, 4-1 (Combs dissenting).

J. Informational Items

- J1. City Council agenda topics: April 18 – May 9, 2023 (Staff Report #23-092-CC)
- J2. Update on Belle Haven traffic calming plan implementation (Staff Report #23-089-CC)
- J3. Belle Haven School redesign update – Ravenswood City School District (Staff Report #23-090-CC)
- J4. Update on Kelly Park athletic field synthetic turf and track renovation project (Staff Report #23-093-CC)
- J5. Update on West Bay encroachment agreement for work near Bedwell Bayfront Park (Staff Report #23-094-CC)
 - Chris MacIntosh spoke on concerns on the trail closure and requested clarification on public engagement before the start of the project and parking impacts at Bedwell Bayfront Park.

The City Council received clarification on trail closures, public engagement, and parking impacts at Bedwell Bayfront Park

K. City Manager's Report

City Manager Justin Murphy reported out on the next City Council meeting on April 18.

L. City Councilmember Reports

City Councilmember Combs reported out on the heritage tree ordinance.

City Councilmember Nash reported out on Environmental Quality Commission subcommittee.

Mayor Wolosin reported out on upcoming Love our Earth festival on April 22 and a progress seminar hosted by San Mateo County Chamber of Commerce on April 21.

M. Adjournment

Mayor Wolosin adjourned the meeting at 10:04 p.m.

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

These minutes were approved at the City Council meeting of May 9, 2023.

Proclamation

RECOGNIZING APRIL 2023 AS NATIONAL POETRY MONTH

WHEREAS, the Academy of American Poets established the month of April as National Poetry Month in 1996; and

WHEREAS, National Poetry Month seeks to highlight the extraordinary legacy and ongoing achievement of American poets; introduce Americans to the pleasures and benefits of reading poetry; bring poets and poetry to the public in immediate and innovative ways; make poetry an important part of our children's education; and

WHEREAS, as National Poetry Month, under the leadership and direction of the Academy of American Poets, is now the largest literary celebration in the world; and

WHEREAS, poetry enhances and enriches the lives of all Americans; and

WHEREAS, poetry, as an essential part of the arts and humanities, affects every aspect of life in America today, including education, the economy, and community pride and development; and

WHEREAS, poetry has produced some of the nation's leading creative artists and has inspired other artists in fields such as music, theatre, film, dance, and the visual arts; 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 proclaim April 2023 as National Poetry Month. I call upon public officials, educators, librarians, and all the people of Menlo Park to observe this month, to celebrate the cultural riches our community has to offer, and to recognize the important role poetry in creating and sustaining this great nation with appropriate ceremonies, activities, and programs.

DocuSigned by:

Jen Wolosin

2280A0F582744F...

Jen Wolosin, Mayor
April 4, 2023

RECOGNIZING APRIL 22, 2023 AS EARTH DAY

WHEREAS, Earth Day has been celebrated globally since 1970 to unite around protecting our common environment to ensure future generations will have a safe and sustainable future; and

WHEREAS, all people of this Earth, no matter their country, gender, income, race, sexual orientation, gender identity, or abilities, have a right to live in a healthy environment; and

WHEREAS, in 2019, the Menlo Park City Council adopted a resolution recognizing the threat of climate change and the urgent need to combat it; and

WHEREAS, in 2020, the Menlo Park City Council adopted its climate action plan with the goal of net zero carbon emissions by 2030; and

WHEREAS, the 2022 United Nations Intergovernmental Panel on Climate Change reported that nations are far off track from meeting commitments to reduce catastrophic climate change; and

WHEREAS, Menlo Park's location on the shore of the San Francisco Bay places residents and approximately \$1.3 billion of property in our Belle Haven neighborhood at risk of flooding from climate change by as early as 2070; and

WHEREAS, the City of Menlo Park is a co-sponsor of the upcoming "Love Our Earth Festival," to be held on Earth Day, April 22 at Menlo-Atherton High School; and

WHEREAS, the Menlo Park City Council declared a "state of emergency" with respect to climate change, yet is not on track to meet its "Zero Carbon by 2030" goal in its Climate Action Plan; and

WHEREAS, local cities, including Menlo Park, helped create Peninsula Clean Energy, which supplies 100% carbon-free electricity for all customers in Menlo Park; and

WHEREAS, Menlo Park has notable accomplishments in making progress in protecting the environment, such as:

- adopting all-electric Reach Codes for new construction;
- implementing a sustainable green fleet policy;
- purchasing a solar-battery microgrid that will provide clean emergency power for the new community center in Belle Haven; and

WHEREAS, Menlo Park's successful experience and presence in Silicon Valley gives it a unique opportunity to demonstrate leadership and set an example for other cities to reduce greenhouse gases with innovative, comprehensive, and expeditious approaches; and

NOW, THEREFORE, BE IT RESOLVED, that I, Jen Wolosin, Mayor of the City of Menlo Park, on behalf of the City Council and City, encourage all residents and businesses to celebrate the Earth and deepen their understanding of environmental protection, the urgency of climate change, and the need to create a healthier, safer, more equitable future for all people.

DocuSigned by:
Jen Wolosin

Jen Wolosin, Mayor
April 4, 2022



440 UNIVERSITY DRIVE USE PERMIT APPEAL

Chris Turner, Associate Planner



AGENDA

- Staff Presentation
- Appellant Presentation – Elizabeth Houck (Owner of 883 Middle Avenue)
- Applicant Presentation – Aaron Hollister (Thomas James Homes)
- Appellant Rebuttal of Applicant



The background of the slide is a photograph of a modern building. The building features a large glass facade on the left side and a grey tiled section on the right. A green banner with the text "STAFF PRESENTATION" is overlaid across the center of the image. The banner has a white shadow on its left side. The building is set against a clear blue sky, and there are some trees and landscaping in the foreground.

STAFF PRESENTATION



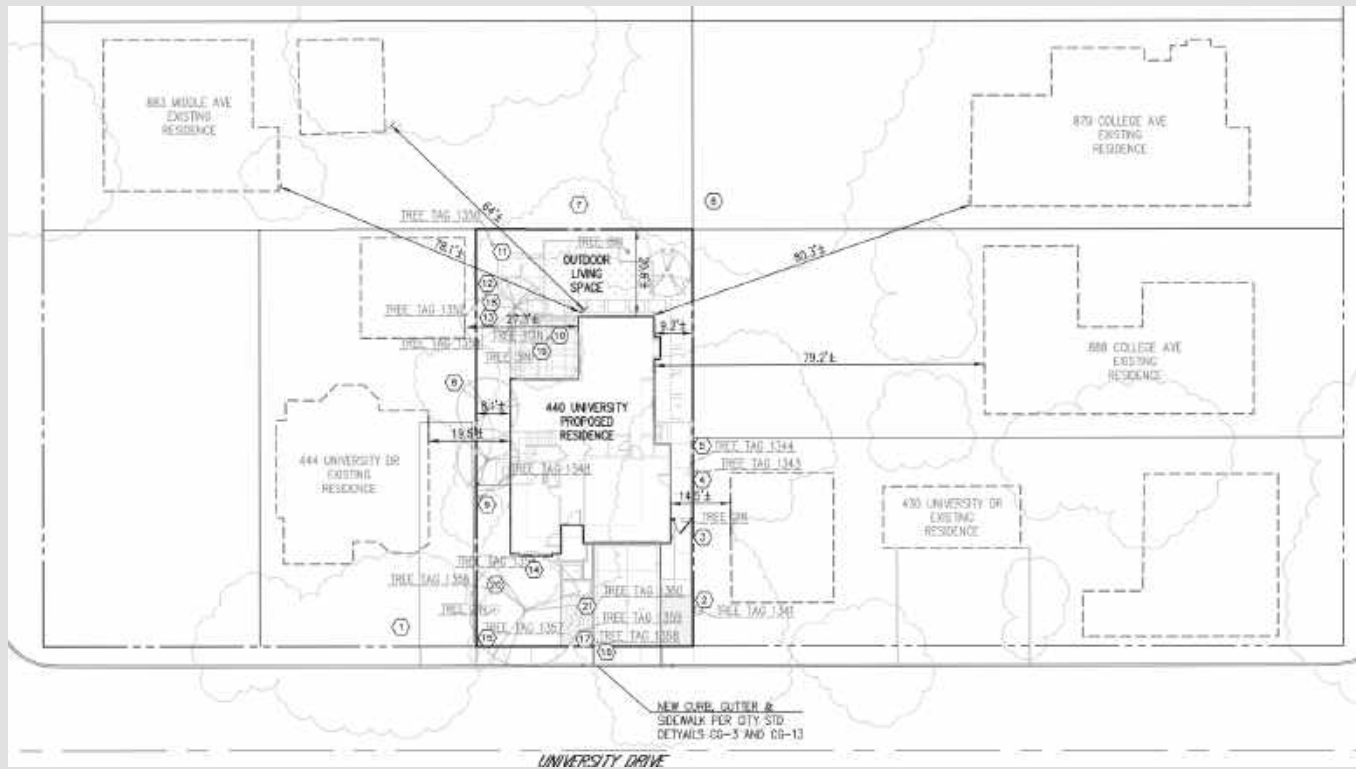
PROJECT BACKGROUND

- Use permit required for a new two-story residence on a substandard lot in R-1-U zoning district
 - Substandard width and area

- Proposed residence complies with all development standards
 - Setbacks
 - Daylight planes
 - Height
 - Floor area



AMENDED AREA PLAN





ELEVATIONS





RENDERINGS

WINDOW FRAMES: BLACK



FRONT DOOR
 MASONITE - HEPTAISE - WINDOW
 FIBERGLASS
 1.4 LITE 2 PANEL DOOR
 FULL SIBLITE



GARAGE DOOR
 CLIPAW GRABER-HARBOR
 DESIGN 11 - INSULATED
 SOLID TOP-11



FENCE STAIN
 SOLAR-TRANSPARENT
 SPANISH REDS




EXTERIOR RENDERINGS
 (NOT TO SCALE)

440

HOUSE NUMBERS



EXTERIOR LIGHT FIXTURE
 18" W x 13.25" H

PURE WHITE
 (SEE TITLE)

- SIDING
- WINDOW & DOOR TRIM
- PAINTING, COLUMNS & TRIM
- FENCE, SAILS, & FIBERGLASS BACKDROPPING

TROUSER BLACK
 (SEE TITLE)

- FRONT DOOR
- GARAGE DOOR

ELBORADO STONE
 (SEE TITLE)

- EXTERIOR WALLS - OTHER EXTERIOR

SHAF ROOF SHINGLES
 CHARCOAL



440 UNIVERSITY DRIVE
 MENLO PARK, CALIFORNIA 94025

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SALES: (415) 353-3333 | (415) 353-3334
 FINANCIAL: (415) 353-3335 | (415) 353-3336

NOTE: DIMENSIONS SHOWN ARE PER ILLUSTRATION PROPERTIES ONLY AND ARE NOT INTENDED TO BE AN ACTUAL INDICATION OF THE RANGE OR IT'S DIMENSIONS.

SEE US AT THE OPEN HOUSE



PLANNING COMMISSION HEARING DISCUSSION



- One public commenter (Appellant) spoke in opposition to the project

- Planning Commission generally supportive of the design
 - Discussion around stairwell window and privacy
 - Condition for stairwell window to have obscured glass

- Approved 4-0-2 (two abstentions)



STAFF RESPONSE TO APPEAL

- Incorrect information presented by staff and applicant
 - Correction to area plan to show accessory building

- Residence will block solar access
 - Residence complies with setbacks, height limitations, and daylight plane
 - No elements of the design would cause excessive shadows

- ADU is square footage exceedance
 - ADUs are allowed to exceed maximum floor area limit
 - Compliant with state and local regulations and not subject to discretionary review



ADDITIONAL CORRESPONDENCE

- CCIN correspondence:
 - Neighbor at 444 University in favor of design, and would like to have sidewalks installed
 - New curb, gutter, and sidewalk are included in the plans



A large, solid orange horizontal bar spans across the middle of the page. Centered within this bar is the word "QUESTIONS?" in a bold, white, sans-serif font. The background of the slide is a light blue-grey color with a vertical strip of a photograph showing green and yellow plant leaves on the left side.



THANK YOU

440 University Appeal, Menlo Park City Council, 4.4.23 Council Meeting

Dear Council Members,

Please uphold my appeal of 440 University Avenue Menlo Park and request the Developer, Thomas James Homes, amend their design to allow for my current and future solar access, keeping the design in line with all neighboring homes, move the house to the front set back. Simple changes will mitigate some of the consequences of this development.

Requested conclusion:

- Move the bulk of the house toward the street to align with the front set back.
- Keep the house and rear yard in the character with the rest of the neighborhood.
- Protect my current and future solar access. My veggie garden and heritage fig, peach, and persimmon trees will suffer from lack of sunlight.
- Lower rear height of house by 2.5 feet, and taper the second story forward 5-10 feet.
- Require landscaping at the rear of the property that lessens impacts of the house looming over my property.

All of these simple design changes are within building guidelines and of little cost to the developer, but would greatly improve the impacts to me and my neighbors.

Thank you.

Figure 1. Please note the large backyards and setbacks from the rear property lines in all neighboring properties.

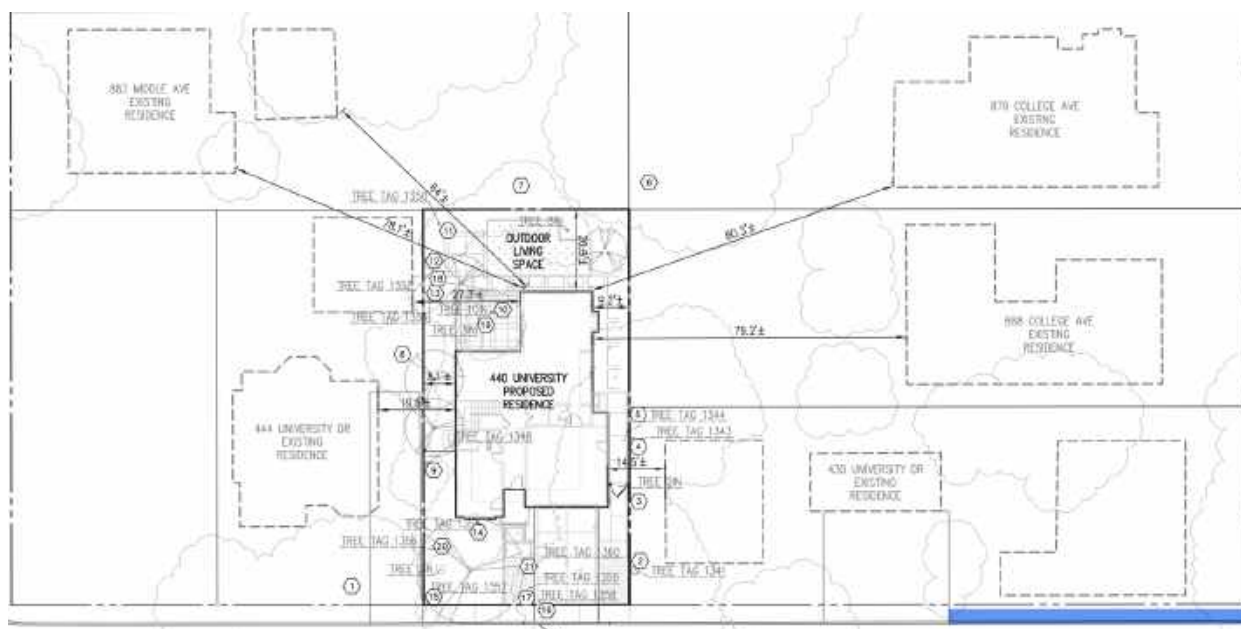


Figure 2. As above.

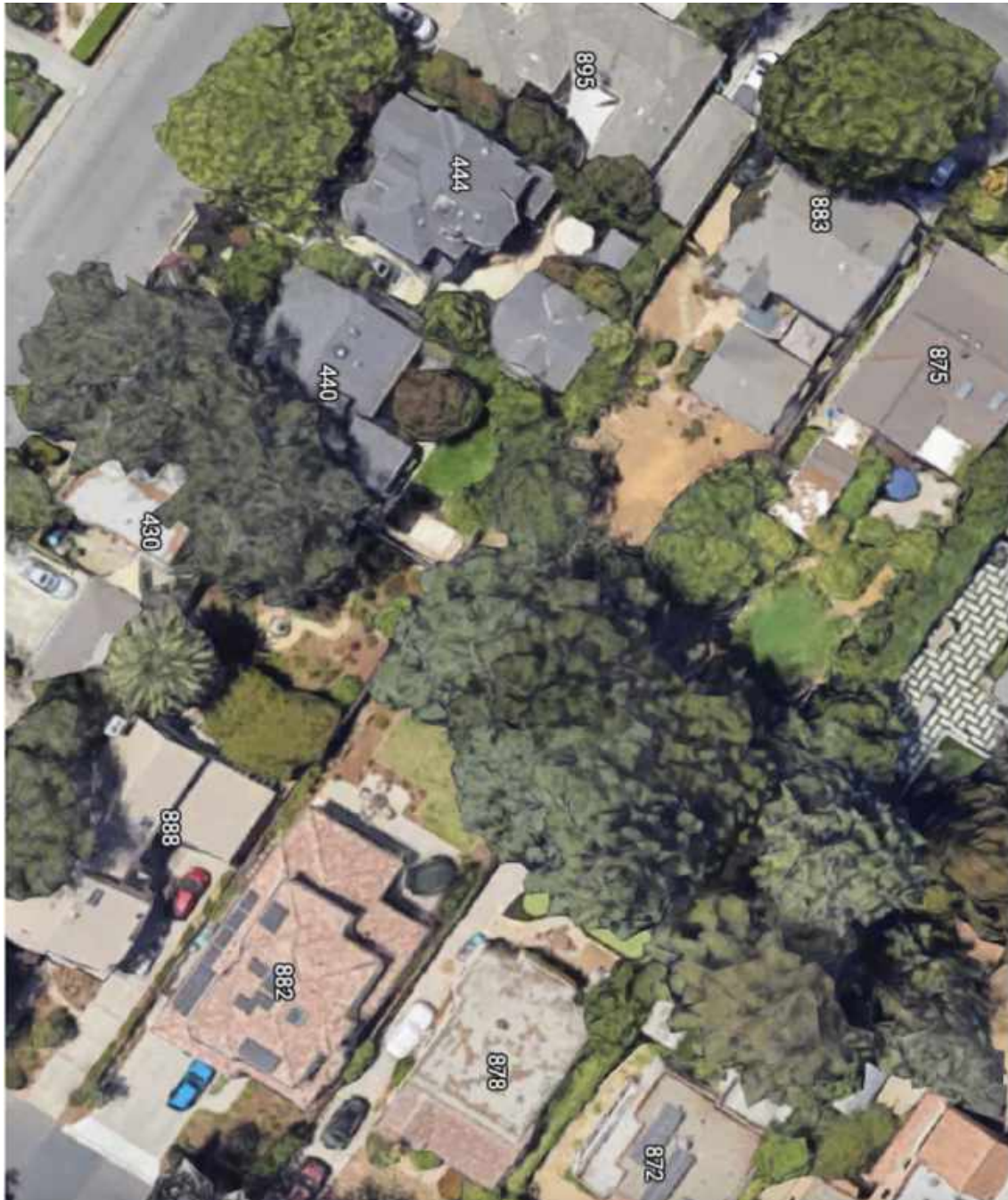


Figure 3.



Please note the large nearly 30 ft. high wall that will cast a long shadow over my property and limit my solar access and sunlight plane and is not in keeping with the rest of the houses in the neighborhood.



440 University Drive

City Council | April 4, 2023

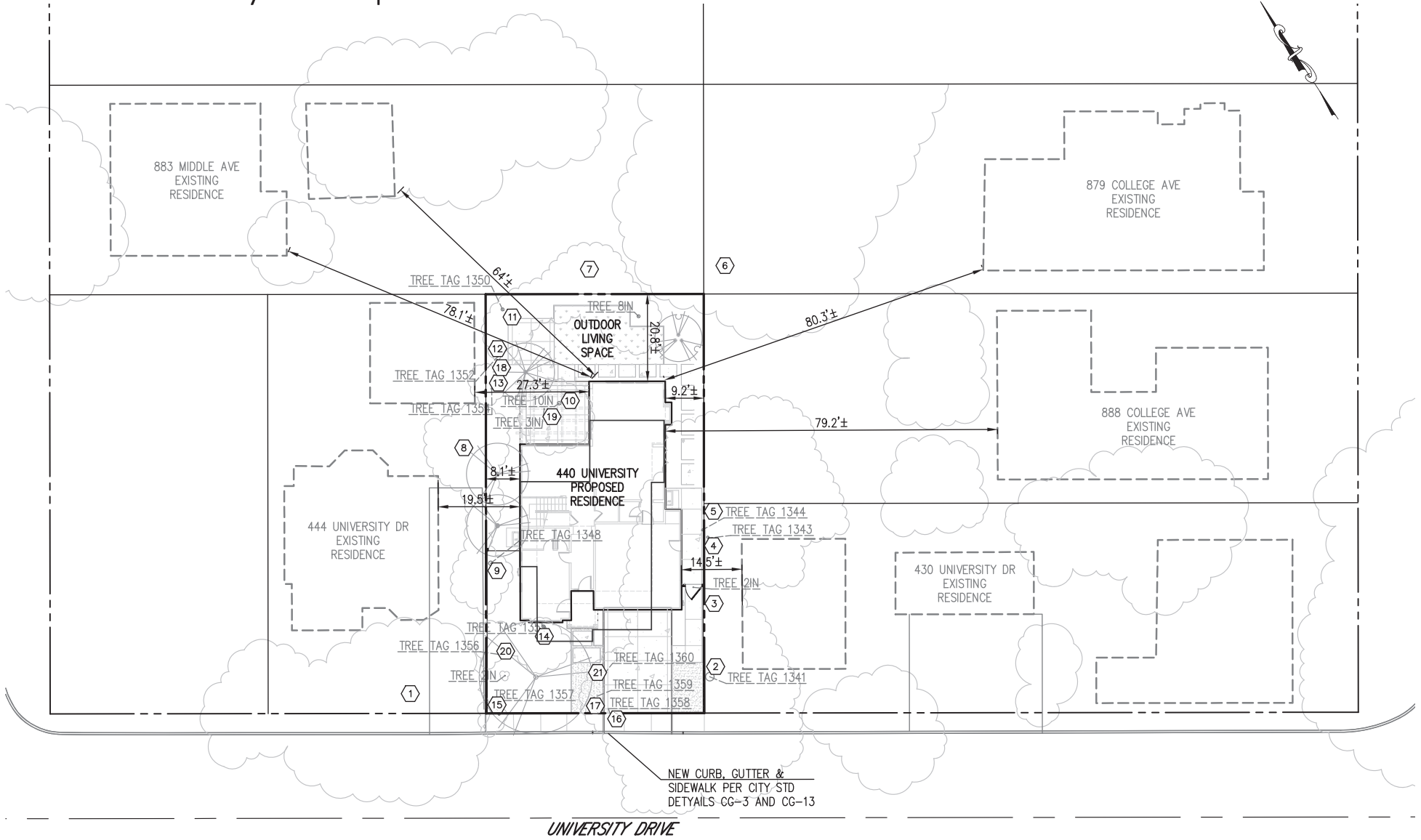


440 University Drive | **Site Context**



THOMAS JAMES HOMES

440 University Drive | Site Context

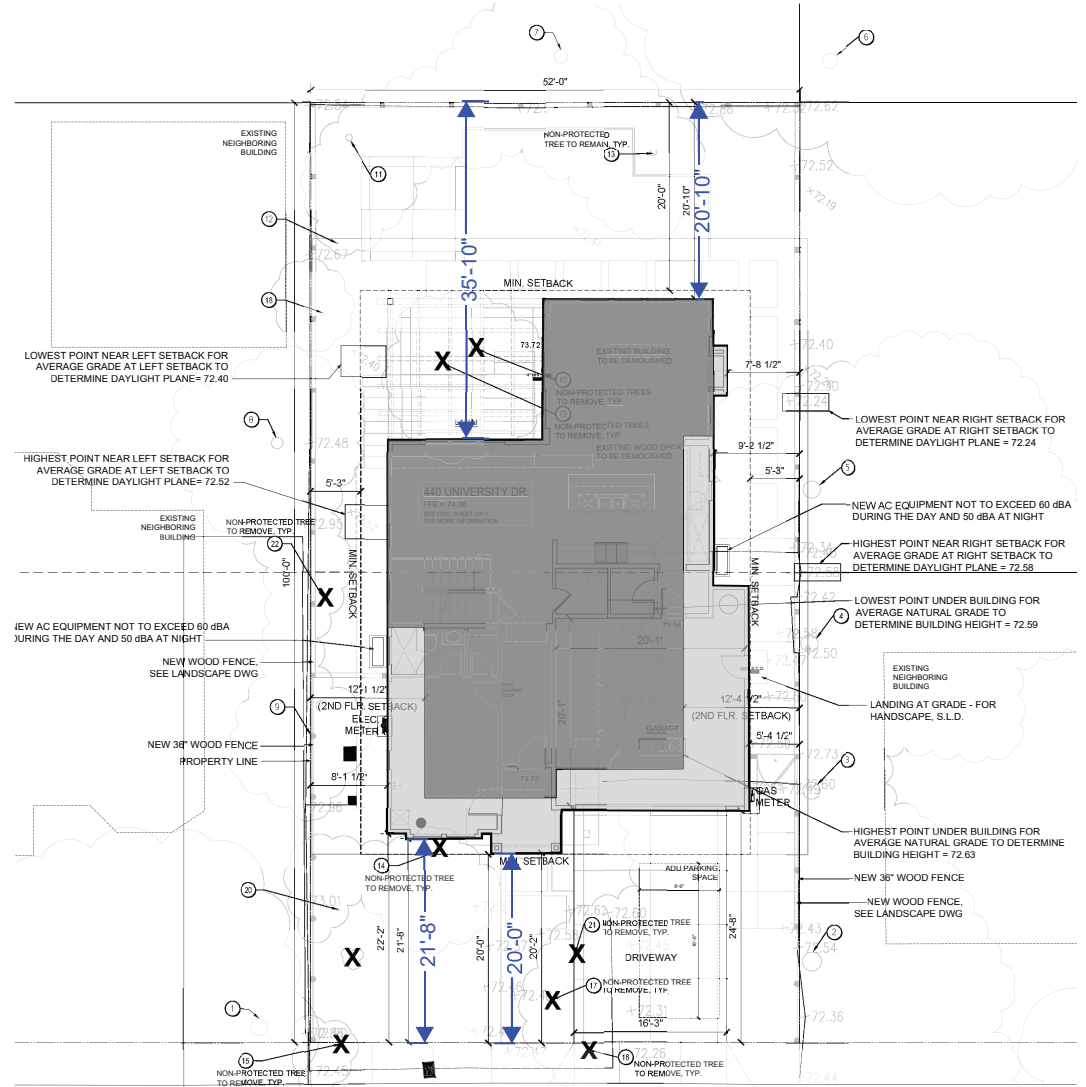
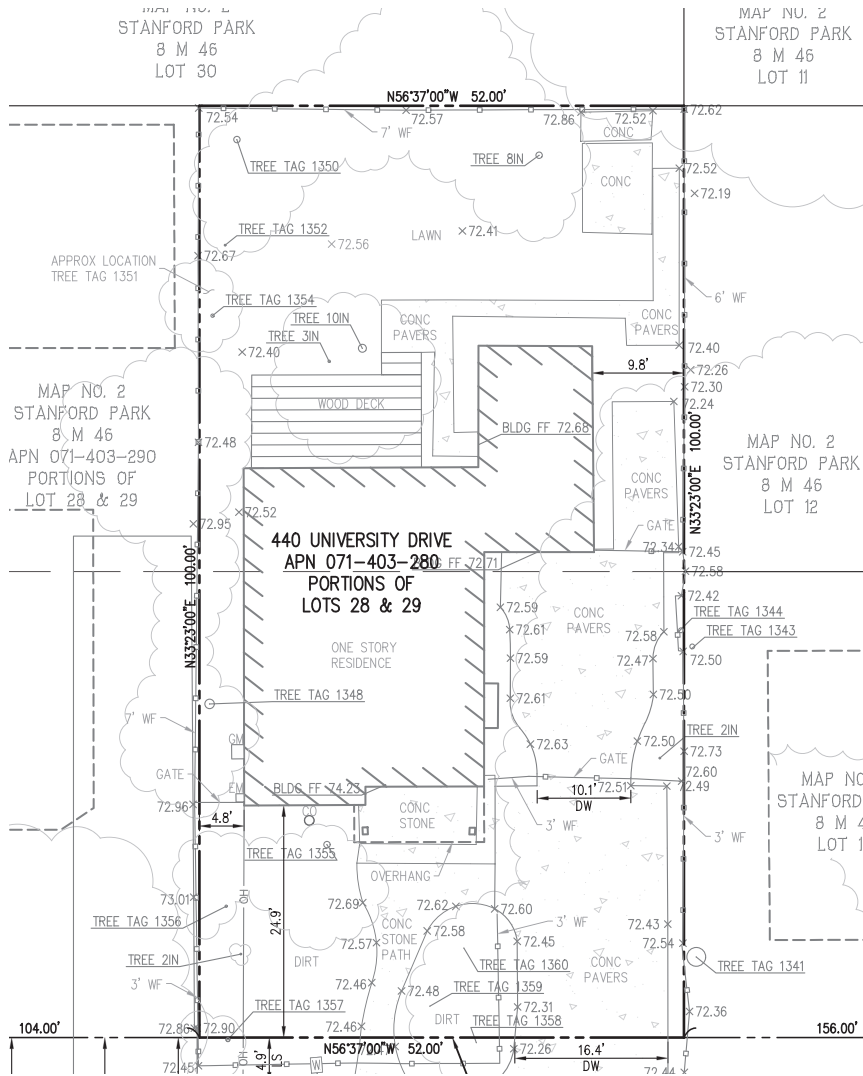


440 University Drive | **Site Context**



THOMAS JAMES HOMES

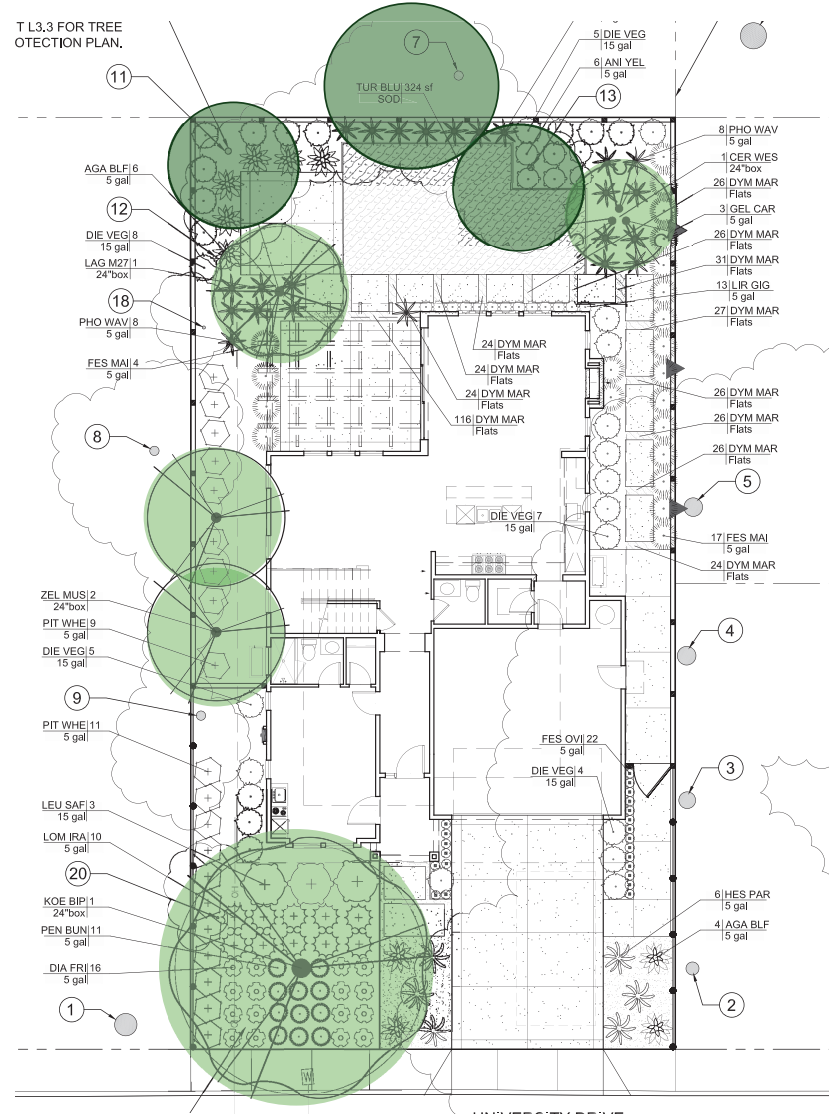
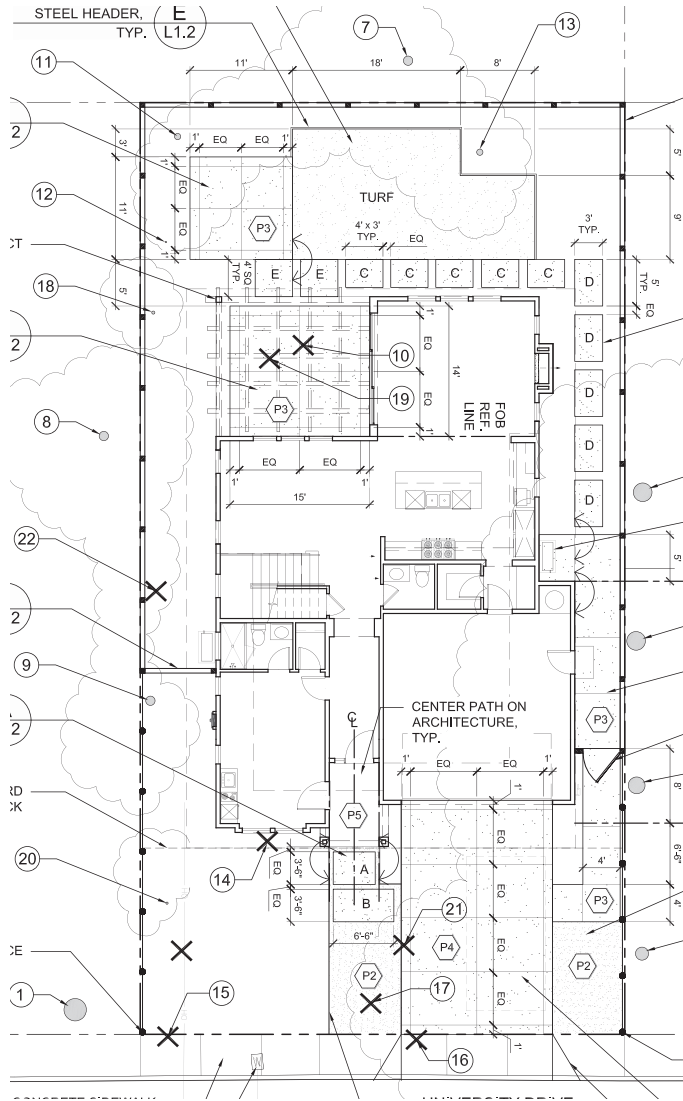
440 University Drive | Site Existing VS Proposed



THOMAS JAMES HOMES

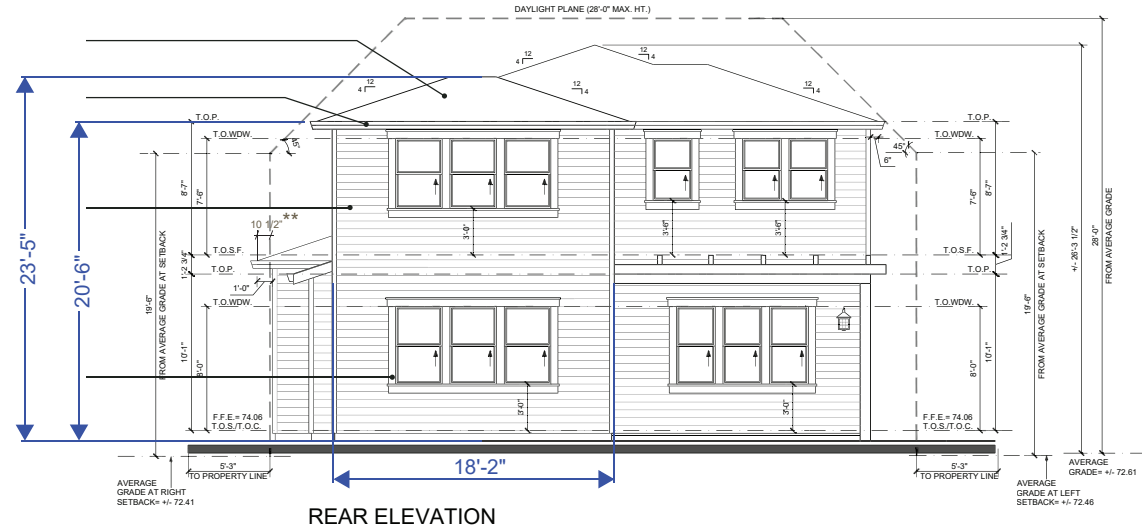
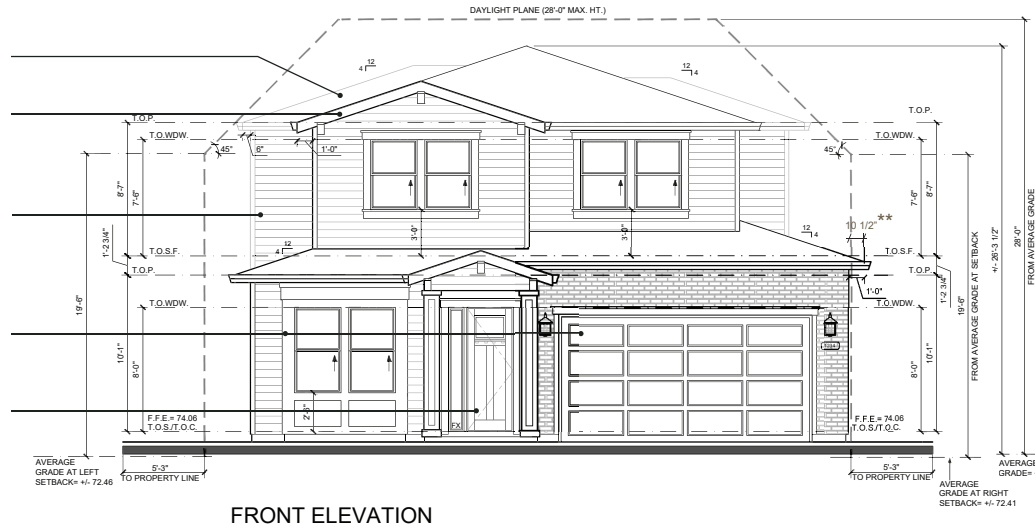
UNIVERSITY AVENUE

440 University Drive | Site Existing VS Proposed



THOMAS JAMES HOMES

440 University Drive | Proposed Two-Story Home



THOMAS JAMES HOMES

440 University Drive | Proposed Two-Story Home



THOMAS JAMES HOMES

440 University Dr. Solar Study

MENLO PARK, CA

SPRING EQUINOX (MARCH 19) - 12:00

SHADOWS CAST BY 440 UNIVERSITY DR. ON NEIGHBORING LOTS		
DATE	444 UNIVERSITY DR. % LOT COVERAGE	883 MIDDLE AVENUE % LOT COVERAGE
MARCH 19 - 9 AM	4.3%	0%
MARCH 19 - 12 PM	0%	0%
MARCH 19 - 3 PM	0%	0%
JUNE 20 - 9 AM	2.6%	0%
JUNE 20 - 12 PM	0%	0%
JUNE 20 - 3 PM	0%	0%
SEPTEMBER 22 - 9 AM	4.9%	0%
SEPTEMBER 22 - 12 PM	0%	0%
SEPTEMBER 22 - 3 PM	0%	0%
DECEMBER 21 - 9 AM	6.5%	0%
DECEMBER 21 - 12 PM	1%	0.4%
DECEMBER 21 - 3 PM	0%	9.7%



TITLE PAGE

440 UNIVERSITY DR., MENLO PARK

THOMAS JAMES HOMES



DATE 03-27-2023
 JOB NO. 1641.044

5865 Owens Drive
 Pleasanton, CA 94588
 925-251-7200

A.1



SPRING EQUINOX (MARCH 19) - 9:00 AM



SPRING EQUINOX (MARCH 19) - 12:00 PM



SPRING EQUINOX (MARCH 19) - 3:00 PM



SUMMER SOLSTICE (JUNE 20) - 9:00 AM



SUMMER SOLSTICE (JUNE 20) - 12:00 PM



SUMMER SOLSTICE (JUNE 20) - 3:00 PM

SOLAR STUDIES - EXISTING

 CANOPY OF EXISTING
~60' TALL TREES

 SHADOWS CAST BY
440 UNIVERSITY DR.
(PROJECT ADDRESS)



DATE 03-27-2023
 JOB NO. 1641.044

5865 Owens Drive
 Pleasanton, CA 94588
 925-251-7200

A.2



AUTUMN EQUINOX (SEPTEMBER 22) - 9:00 AM



AUTUMN EQUINOX (SEPTEMBER 22) - 12:00 PM



AUTUMN EQUINOX (SEPTEMBER 22) - 3:00 PM



WINTER SOLSTICE (DECEMBER 21) - 9:00 AM



WINTER SOLSTICE (DECEMBER 21) - 12:00 PM



WINTER SOLSTICE (DECEMBER 21) - 3:00 PM

SOLAR STUDIES - EXISTING

440 UNIVERSITY DR., MENLO PARK

THOMAS JAMES HOMES

 CANOPY OF EXISTING
~60' TALL TREES

 SHADOWS CAST BY
440 UNIVERSITY DR.
(PROJECT ADDRESS)



DATE 03-27-2023
 JOB NO. 1641.044

5865 Owens Drive
 Pleasanton, CA 94588
 925-251-7200

A.3



SPRING EQUINOX (MARCH 19) - 9:00 AM
 SHADOWS CAST ON 444 UNIVERSITY DRIVE = 4.3% OF LOT AREA



SPRING EQUINOX (MARCH 19) - 12:00 PM



SPRING EQUINOX (MARCH 19) - 3:00 PM



SUMMER SOLSTICE (JUNE 20) - 9:00 AM
 SHADOWS CAST ON 444 UNIVERSITY DRIVE = 2.6% OF LOT AREA



SUMMER SOLSTICE (JUNE 20) - 12:00 PM



SUMMER SOLSTICE (JUNE 20) - 3:00 PM

SOLAR STUDIES - PROPOSED

 CANOPY OF EXISTING
 ~60' TALL TREES

 SHADOWS CAST BY
 440 UNIVERSITY DR.
 (PROJECT ADDRESS)



DATE 03-27-2023
 JOB NO. 1641.044

5865 Owens Drive
 Pleasanton, CA 94588
 925-251-7200

A.4



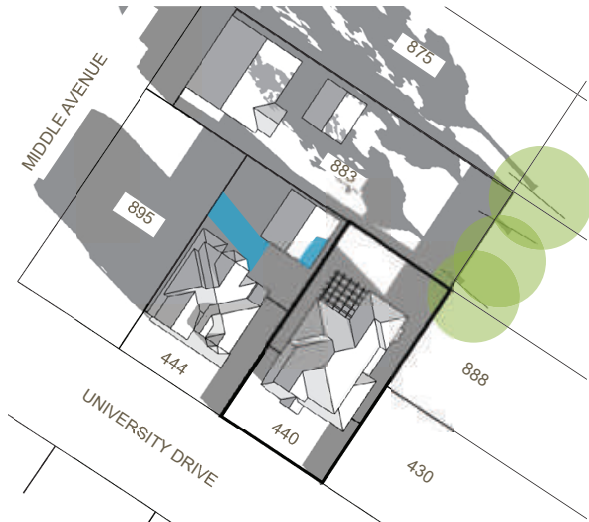
AUTUMN EQUINOX (SEPTEMBER 22) - 9:00 AM
 SHADOWS CAST ON 444 UNIVERSITY DRIVE = 4.9% OF LOT AREA



AUTUMN EQUINOX (SEPTEMBER 22) - 12:00 PM



AUTUMN EQUINOX (SEPTEMBER 22) - 3:00 PM



WINTER SOLSTICE (DECEMBER 21) - 9:00 AM
 SHADOWS CAST ON 444 UNIVERSITY DRIVE = 6.5% OF LOT AREA



WINTER SOLSTICE (DECEMBER 21) - 12:00 PM
 SHADOWS CAST ON 444 UNIVERSITY DRIVE = 1% OF LOT AREA
 SHADOWS CAST ON 883 MIDDLE AVENUE = 0.4% OF LOT AREA



WINTER SOLSTICE (DECEMBER 21) - 3:00 PM
 SHADOWS CAST ON 883 MIDDLE AVENUE = 9.7% OF LOT AREA

SOLAR STUDIES - PROPOSED

440 UNIVERSITY DR., MENLO PARK

THOMAS JAMES HOMES

 CANOPY OF EXISTING
 ~60' TALL TREES

 SHADOWS CAST BY
 440 UNIVERSITY DR.
 (PROJECT ADDRESS)

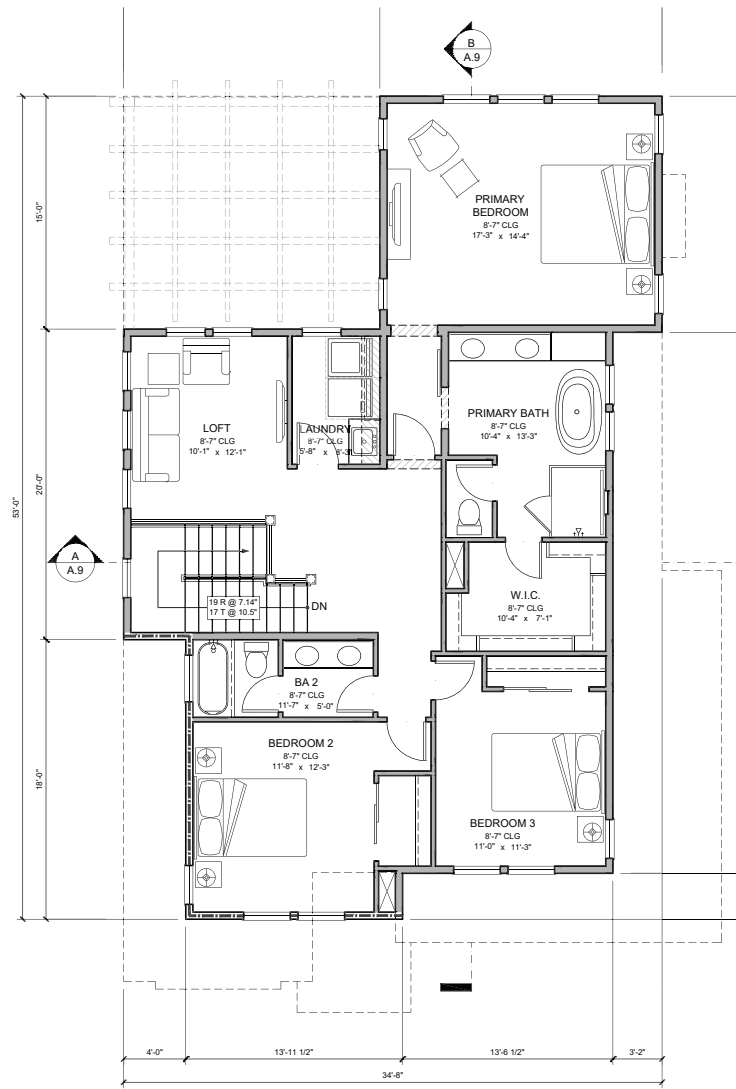
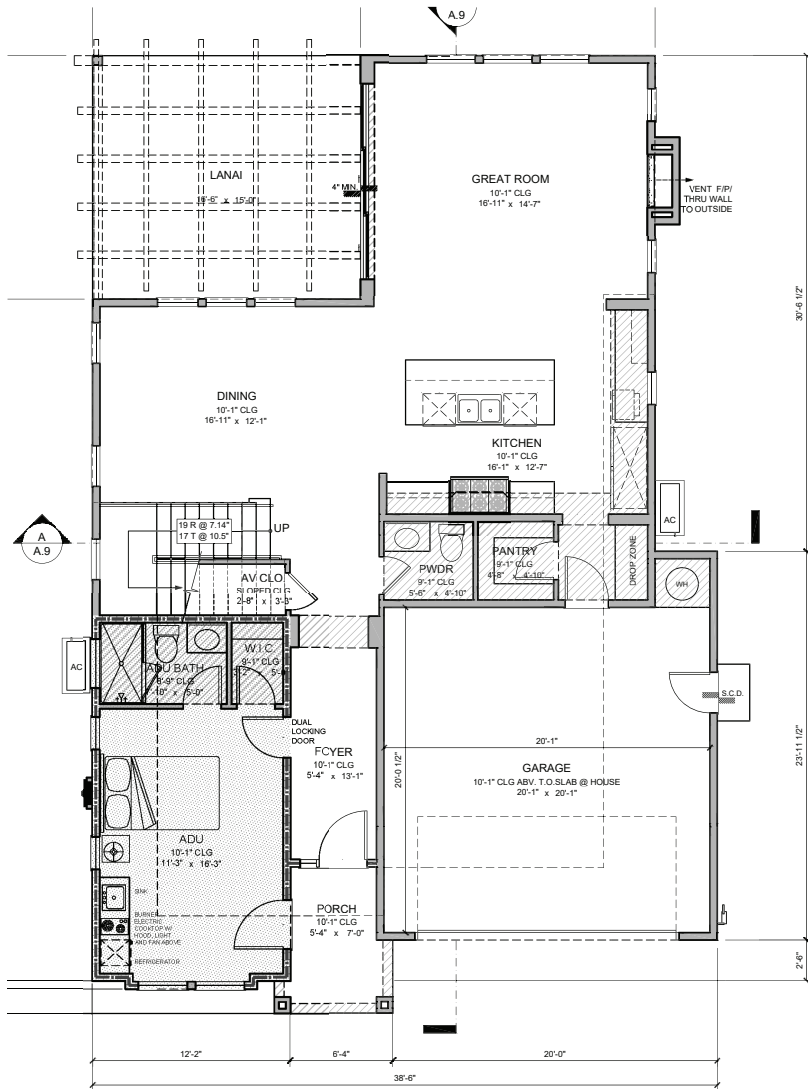


DATE 03-27-2023
 JOB NO. 1641.044

5865 Owens Drive
 Pleasanton, CA 94588
 925-251-7200

A.5

440 University Drive | Proposed Floor Plans



THOMAS JAMES HOMES

NEIGHBOR RELATIONS

Thomas James Homes has reached out to neighbors within 300-ft. of this property with a copy of the site plan, floor plan, elevations and a letter addressing our project. A virtual neighbor meeting was held on October 5, 2022 to collect feedback from the immediate neighbors. In addition to mailing notices, we have coordinated with two neighbors who attended the meeting and have reached out with concerns.





Thank You!





MENLO PARK COMMUNITY CAMPUS PROGRAMMING PLAN ELEMENTS

City Council - March 22, 2023



Recommendation

City staff seeks City Council's guidance and input on the following considerations:

1. Do the proposed programming plan elements align with City Council's vision and expectations for the MPCC?
2. Are there additional programming elements City Council would like included in the MPCC programming plan?
3. Do the statements about who the MPCC will serve and how programs and services will be prioritized in the MPCC meet City Council's expectations for the new facility?









Who the MPCC will serve

- Programs and services in the MPCC will reflect and prioritize the people for whom this facility is being created: Menlo Park residents, specifically Belle Haven neighborhood residents, and in particular, long time Belle Haven residents who relied heavily on the services in the previous center.
- The MPCC facility can and should serve these residents even more meaningfully, with even greater priority, and with even more responsiveness, inclusion, and belonging than existed in the previous center.



Guiding principles

The City of Menlo Park provides services and infrastructure that contribute to quality-of-life for all Menlo Park residents. In so doing, the City strives to balance the resources and requirements of each area of the city in an equitable manner for all residents, in all neighborhoods of the City. The City of Menlo Park prioritizes social justice in decisions that affect residents' lives:

- The fair, just and equitable management of all institutions serving the public directly or by contract;
- The fair, just and equitable distribution of public services and implementation of public policy;
- The commitment to promote inclusion, fairness, justice, and equity in the formation of public policy;
- Creating a healthy environment and nutritional options in City programs.





Community survey results

- Resident survey - recreation and community programs
- Developed with input from the MPCC Subcommittee and working group, Parks & Recreation Commission, Library Commission, and City Council
- Survey opened June 13, closed August 10
- Distributed in paper and electronic formats; in English and Spanish
- 900+ respondents
- Complete survey results presented to City Council on September 13.



Community survey Programming considerations*

- A. Prioritize the program elements that survey respondents rated with the highest relative importance
- B. Include programs that aren't currently offered on a regular basis, but were rated with high importance by survey respondents, for example:
 - Homework help for children and teens after school
 - Job skills / job readiness / job seeker resources and training
 - Food insecurity advice and support
 - Health care navigation and support
 - Social services

* List is numbered for convenience only, in no particular order or priority



Community survey Programming considerations*

- C. Prioritize programs and classes that are free or have discounted fees for Menlo Park residents.
- D. Deprioritize programs that primarily attract participants from outside Menlo Park, and/or that survey respondents rated with low relative importance
- E. Prioritize casual and drop-in play opportunities for children and families, especially Menlo Park residents
- F. Aquatics program considerations are being addressed in the context of the upcoming aquatics operator agreement.

* List is numbered for convenience only, in no particular order or priority



MPCC Subcommittee and working group

- City Council created the MPCC Subcommittee to work with City staff and the community on the MPCC project.
- Vice Mayor Taylor and City Councilmember Nash
- MPCC Subcommittee created a working group of Menlo Park residents to support and advise the subcommittee's work
- City staff have met with the MPCC Subcommittee and MPCC working group several times over the past several months.



Working group's general vision for the MPCC facility

- New, different, and fresh approach
- Desire to have a local hiring and procurement preference prioritizing the Bayfront, Citywide, and any displaced residents, businesses, staff
- Review the MPCC programming and operations budget
- Start with a review of current and prior community center activities in Menlo Park as well as surrounding communities
- Outreach should include: people lacking technology access or skills; Spanish speakers
- Recognition and awards to people in community who created the vision and dialogue.



Working group's proposed operational and policy elements

- Front desk providing city services, assistance, city information, Community Resources/Bulletin Board
- Medical Training for staff including CPR
- Attendant for athletic facilities to keep space clean and sanitary
- Roles and rules for public spaces – Library, Makerspace, etc.
 - Supervision of children, Safety standards, noise levels
 - Field Usage Policy
- Neighborhood and citywide priority use of Kelly Field and Tennis Courts
- Fee structure, scholarships
- Focus on Menlo Park residents and particularly local Bayfront community (as opposed to renting out to others for cost recovery.)





Proposed programming plan elements

Library and makerspace

- Menlo Park residents, especially Belle Haven neighborhood residents, will have priority access to popular, up-to-date, diverse, educational, informative, inspiring, resourceful, useful, interesting, entertaining, and helpful library materials
- Library materials will focus on and reflect the interests, needs, culture, and history of the Menlo Park community, especially the Belle Haven neighborhood.
- Browsing collection – focused on neighborhood access and availability
- Storytimes and early literacy support
- Technology access



Proposed programming plan elements

Library and makerspace – continued

- Afterschool homework support center
- English language conversation club (for learners of English)
- Librarian help hours (learning library skills and systems, etc.)
- Book discussion groups, including multigenerational clubs
- Teen space - including leisure and social space
- Makerspace - large tables for workstations, 3D printer
 - Pottery class including kiln
 - Sewing classes including sewing machines
 - Wood carving



Proposed programming plan elements

Aquatics center

- Aquatics programs will be focused on and will prioritize the needs of Menlo Park residents, especially Belle Haven neighborhood residents
- Aquatics programs in MPCC will have equivalent quality and variety as programs at Burgess Pool
- Participation fees shall not be used to create barriers to access for Menlo Park residents, especially Belle Haven neighborhood residents. Some aquatics programs will be offered to residents with no participation fee or at steeply discounted rates to ensure that financial barriers do not prevent access for residents



Proposed programming plan elements

Aquatics center - continued

- Adaptive swimming for people with disabilities
- Senior pool exercise class
- Lots of free swim time in the more heated pool with ramp
- Inclusion of infant and toddlers-age appropriate activities for all
- Implementation of City Council's direction for aquatics programs in the recent request for proposals



Proposed programming plan elements

Athletic facilities

- Athletic facilities (gymnasium, fitness center, movement studio), programs will be focused on and will prioritize the needs of Menlo Park residents, especially Belle Haven neighborhood residents
- Athletic facility programs in MPCC will have equivalent quality and variety as Arrillaga Family Recreation Center and Gymnasium
- Participation fees shall not be used to create barriers to access for Menlo Park residents, especially Belle Haven neighborhood residents. Some athletic facility programs will be offered to residents with no participation fee or at steeply discounted rates to ensure that financial barriers do not prevent access for residents.



Proposed programming plan elements

Athletic facilities - continued

- Strength training for women
- Strength/balance training for seniors
- Gymnastics classes for kids with special needs
- Fitness center – safe, state of the art equipment, roomy
- Teen fitness offering inclusive of teens with disabilities
- Movement studio – intentionally designed
 - Functional exercise with cardio



Proposed programming plan elements

Educational opportunities

- Educational programs will be focused on and will prioritize the needs of Menlo Park residents, especially Belle Haven neighborhood residents
- Educational programs in MPCC will have equivalent quality and variety as programs at Main Library, Arrillaga Family Recreation Center, and other City facilities.
- Participation fees shall not be used to create barriers to access for Menlo Park residents, especially Belle Haven neighborhood residents. Many educational programs will be offered to residents with no participation fee or at steeply discounted rates to ensure that financial barriers do not prevent access for residents



Proposed programming plan elements

Educational opportunities - continued

- Coding, engineering, science (ongoing classes)
- Health and nutrition classes for all
- Basic life skills - budgeting, how to manage money, job seeking (resumes, interview skills, dress for success), social awareness
- College programming
- Driving school
- Computer lab



Proposed programming plan elements

Educational opportunities (continued)

- Environmental education and impact - storyboards/classes based on MPCC sustainability
- Bike repair station/classes (example: Live In Peace organization)
- Cooking classes
- Teaching garden
- Adaptive recreation classes including mixed media art, karate, fun fitness, cooking, dance.



Proposed programming plan elements

Facility reservations

- Prioritize resident access to facility reservations
- Prioritize local nonprofit access to facility reservations
- Event hall (dividable) and prep kitchen
- Flexible classroom
- Conference room
- Makerspace
- Gymnasium



Proposed programming plan elements

Instructional classes

- Classes will be focused on and will prioritize the needs of Menlo Park residents, especially Belle Haven neighborhood residents
- Classes in MPCC will have equivalent quality and variety as classes at Arrillaga Family Recreation Center
- Participation fees shall not be used to create barriers to access for Menlo Park residents, especially Belle Haven neighborhood residents. Some classes will be offered to residents with no participation fee or at steeply discounted rates to ensure that financial barriers do not prevent access for residents



Proposed programming plan elements

Instructional classes - continued

- Youth classes (for example, dance, martial arts, STEM education and enrichment, sports camps, language acquisition)
- Adult classes (for example, health/fitness, dance, arts/crafts, tennis/pickleball lessons)



Proposed programming plan elements

Senior center

- Senior nutrition programs (including daily lunch service and grocery distribution)
- Companionship and social programs
- Door-to-door accessible transportation
- Makerspace - large tables for traditional arts and crafts (pottery class including kiln, sewing classes including sewing machines, painting, drawing, crafts)
- Intro to Spanish classes
- Technology access and support



Proposed programming plan elements

Senior center – continued

- Dance, yoga, chair exercises
- Meditation and mind exercise
- Culture and travel programs
- Social events (Dia de Los Muertos, Thanksgiving, Black History Month celebration, etc.)
- Provide a wide range of support for seniors through collaborations with local nonprofits, educational partners and businesses (Second Harvest Food Bank, Foothill College, Peninsula Volunteers, etc.)
- Social services / health and wellness support and referral.



Proposed programming plan elements

Youth center (school age child care)

- Afterschool youth development programs
- Summer youth development programs
- Neighborhood-based (walkable) schools priority access
- Transportation for students
- A safe and healthy care and learning environment so parents/caregivers can go to work knowing their children are learning and growing and having fun



Proposed programming plan elements

Youth center (school age child care) - continued

- Daily enrichment activities (Arts and crafts, STEM Activities, reading programs, homework assistance, team building and socialization)
- Weekly enrichment activities (swimming and water play, field trips, cooking projects, featured guests)
- Synergy with classes offered in other areas of the MPCC such as dance class, swimming lessons, Spanish instruction, homework tutoring and other programs offered to school age youth.





MPCC subcommittee and working group roster

- City Council created the MPCC Subcommittee (Vice Mayor Taylor and City Councilmember Nash) to work with City staff and the community on the MPCC project. The MPCC Subcommittee created a working group of Menlo Park residents to support and advise the subcommittee's work.
- The MPCC working group members represent interests such as Bayfront neighborhoods, stakeholder constituencies, diverse user ages and abilities, and city commissions. The current roster includes: Rachel Bickerstaff, Rose Bickerstaff, Sheryl Bims, Mayrin Bunyagidj, Jacqui Cebrian, David Erhart, Susan Erhart, Israel Harris, Jennifer Johnson, Pam Jones, Tim R., Michele Tate, Tracie V., Shontelle W., and Juan Salazar.



Tentative programming and staffing plan development timeline

- April 4 – City Council review proposed programming plan elements
- April 26 – PRC and LC joint meeting – MPCC programming plan elements, facility use policies, resident and neighborhood prioritization policy
- May 9 – City Council informational update - Preliminary staffing, operations, and programming plan considerations
- May 15 – LC review programming plan with focus on public library, youth center, makerspace, teen zone, senior center, social services
- May 24 – PRC review programming plan with focus on gymnasium, aquatics center, recreation programs, facility rentals, athletic field, outdoor racquet sports
- June 1 – City Council budget workshop fiscal year 2023-24, including budget proposals for staffing, programming, and operations in the MPCC facility.
- June 13 – City Council budget public hearing fiscal year 2023-24
- June 27 – City Council fiscal year 2023-24 budget adoption

* All dates are tentative and subject to change. In addition, it is anticipated that MPCC Subcommittee and MPCC working group meetings will also occur at least once per month in April, May and June, and will follow a similar sequence of topics and focus areas as outlined above.



Recommendation

City staff seeks City Council's guidance and input on the following considerations:

1. Do the proposed programming plan elements align with City Council's vision and expectations for the MPCC?
2. Are there additional programming elements City Council would like included in the MPCC programming plan?
3. Do the statements about who the MPCC will serve and how programs and services will be prioritized in the MPCC meet City Council's expectations for the new facility?

