



SPECIAL AND REGULAR MEETING MINUTES

Date: 11/14/2023
Time: Special City Council Meeting 5:00 p.m.
Regular City Council Meeting 6:00 p.m.
Locations: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Special Session

A. Call To Order

Mayor Wolosin called the meeting to order at 5:01 p.m.

B. Roll Call

Present: Doerr, Nash, Taylor, Wolosin
Absent: Combs
Staff: City Manager Justin I. C. Murphy, Assistant City Manager Stephen Stolte, City Attorney Nira F. Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

C. Agenda Review

None.

D. Closed Session

D1. Conference with legal counsel – anticipated litigation
(Paragraph (2) of subdivision (d) of Gov. Code § 54956.9)
Significant exposure to litigation: One case

Regular Session

E. Call To Order

Mayor Wolosin called the meeting to order at 6:04 p.m.

F. Roll Call

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

G. Report from Closed Session

No reportable actions.

H. Public Comment

- Antonia Mille and Abbie McCloud spoke as representatives of the Youth Advisory Committee (YAC) and upcoming YAC events.

I. Consent Calendar

11. Accept the City Council meeting minutes for October 10 and 24, 2023 (Attachment)
12. Adopt a resolution authorizing the city manager to execute a continued funding application with the California Department of Education for continued funding of the Belle Haven Child Development Center operational costs in fiscal year 2024-25 (Staff Report #23-251-CC)
13. Adopt a resolution to authorize the city manager to execute a community funding agreement with Rebuilding Together Peninsula in the amount of \$180,000 for the preservation of existing housing in Belle Haven through Rebuilding Together Peninsula's rehabilitation program (Staff Report #23-253-CC)

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

J. Regular Business

- J1. Select names and/or dedications for the new multi-service center facility under construction at 100 Terminal Ave. (Staff Report #23-250-CC) (Informe de Personal #23-250-CC)

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

The Subcommittee made the presentation (Attachment).

- Victoria Flemings spoke in support of the name Onetta Harris Community Center.
- Greg Goodwin spoke in support of the name Onetta Harris Community Center.
- Brown spoke in support of the name Onetta Harris Community Center.
- Gabrielle Harris spoke in support of the name Onetta Harris Community Center.
- Frances with donated time from Israel Harris and Gene Starks spoke in support of the name Onetta Harris Community Center.
- Zerurbabel Campbell spoke in support of the name Onetta Harris Community Center.
- Charles Thard spoke in support of the name Onetta Harris Community Center.
- Dulani Spencer spoke in support of the name Onetta Harris Community Center.
- Gail Wilcox Dixon spoke in support of the name Onetta Harris Community Center.
- Claudia LL spoke in support of the name Onetta Harris Community Center.
- Julie Shanson spoke in support of the new services at the center.
- S.T. Webster spoke in support of the name Onetta Harris Community Center.
- Kenneth Harris spoke in support of the name Onetta Harris Community Center.
- James E. Dixon spoke in support of the name Onetta Harris Community Center.
- Elizabeth Jackson spoke in support of the name Onetta Harris Community Center.
- Alessandra Harris spoke in support of the names provided by the Library and Parks and Recreation Commissions (LC and PRC).
- Marilyn Jerome spoke in support of the name Onetta Harris Community Center.
- Rhona Edgerton-Harris spoke in support of the name Onetta Harris Community Center.
- Tiombe Jama spoke in support of the name Onetta Harris Community Center.

- Israel Harris with donated time from Freddik Harris spoke on the campus working group experience.
- Joseph Johnson spoke in support of the names recommended by the LC and PRC.
- Denise Berumen spoke in support of the name Onetta Harris Community Center.
- Yahsmeen Abdusami Oakley spoke in support of the name Onetta Harris Community Center.
- Terri Harris spoke in support of the name Onetta Harris Community Center.

The City Council took a recess at 7:46 p.m.

The City Council reconvened at 8 p.m.

The City Council received clarification on the goal of naming the campus, Subcommittee recommendations and feedback from the LC and PRC and community surveys.

The City Council discussed documenting the life of Onetta Harris, postpone naming the building to a future date, communications with members of the public, naming process and timeline, honoring community voices, the original name of the campus/project and the original site and conditions (Attachment).

The City Council took a recess at 8:43 p.m.

The City Council reconvened at 8:53 p.m.

The City Council discussed the project's original conceptual working name "Belle Haven Multigenerational Community Campus" documented in the 2019 Parks and Recreation Facility Master Plan, and other similar variations and the number of characters allowed on the front entry.

ACTION: Motion and second (Taylor/ Nash), to approve the name "Belle Haven Community Campus" for the overall facility, and the names of the new facility's five major programs as follows: "Belle Haven Library," "Belle Haven Youth Center," Belle Haven Pool," "Menlo Park Senior Center," and "Onetta Harris Community Center," as provided by the Subcommittee for the multi-use center at 100 Terminal Ave., passed 4-1 (Doerr dissenting).

The City Council directed the Subcommittee to work with staff on an Onetta Harris documentary, a potential local history interpretive display in the community campus, and developing dedication plaque options with the Subcommittee for City Council consideration.

Staff combined and presented items J2., J3., J4. and J5.

- J2. Adopt a resolution to ratify the successor agreement between the City of Menlo Park and the American Federation of State, County and Municipal Employees, Local 829 expiring June 30, 2026 (Staff Report #23-243-CC)
- J3. Adopt resolutions to approve side letters of agreement amending the memoranda of understanding between the City of Menlo Park and the Service Employees International Union Local 521, Menlo Park Police Officers' Association, and Menlo Park Police Sergeants' Association to modify medical premium contributions for 2024 and appropriate additional funds (Staff Report #23-254-CC)
- J4. Adopt a resolution to approve amendments to the Management Compensation Plan document for

unrepresented management classifications effective Nov. 19, 2023 (Staff Report #23-256-CC)

- J5. Adopt a resolution to amend the salary schedule effective Nov. 19, 2023
(Staff Report #23-257-CC)

Administrative Services Director Brittany Mello made the presentation (Attachment).

- Rod Palmquist spoke in support of the American Federation of State, County and Municipal Employees, Local 829 (AFSCME) memoranda of understanding (MOU) and the positive collaboration with counsel.
- Whit Loy spoke in support of the AFSCME MOU and the positive collaboration with counsel.
- Adam Patterson spoke in support of the AFSCME MOU and the positive collaboration with counsel.

The City Council received clarification on positions in tiers 1 and 2 of the management compensation plan structure.

The City Council discussed reviewing the Management Compensation Plan tiers.

ACTION: Motion and second (Wolosin/ Doerr), to adopt resolutions to approve side letters of agreement amending the memoranda of understanding (MOU) between the City of Menlo Park and the Service Employees International Union Local 521 (SEIU), the Menlo Park Police Officers' Association (POA), and the Menlo Park Police Sergeants' Association (PSA) to modify the City's medical premium contributions for the plan year beginning Jan. 1, 2024, and appropriate an additional \$29,784 from the General Fund unassigned fund balance in the fiscal year 2023-24 budget, passed unanimously.

ACTION: Motion and second (Wolosin/ Combs), to adopt a resolution to amend the salary schedule effective Nov. 19, 2023 with updates provided by staff, passed unanimously.

ACTION: Motion and second (Doerr/ Nash), to accept of Menlo Park and the American Federation of State, County & Municipal Employees, Local 829 (AFSCME) expiring June 30, 2026, and appropriate the additional funds from unassigned fund balance in the fiscal year 2023-24 budget with updates presented by staff, passed unanimously.

ACTION: Motion and second (Nash/ Doerr), to adopt a resolution to approve amendments to the Management Compensation Plan document for unrepresented management positions effective Nov. 19, 2023, passed unanimously.

K. Informational Items

- K1. City Council agenda topics: December 2023 (Staff Report #23-252-CC)
- K2. Transmittal of city attorney billing (Staff Report #23-255-CC)

L. City Manager Report

City Manager Justin Murphy reported out on the special Nov. 28 meeting on the zoning amendments to implement to the Housing Element.

M. City Councilmember Reports

Vice Mayor Taylor reported out on the three remaining City Council meetings this calendar year.

N. Adjournment

Mayor Wolosin adjourned the meeting at 9:49 p.m.

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

These minutes were approved at the City Council meeting of December 12, 2023.



Select names and/or dedications for the new multi-service center at 100 Terminal Avenue

City Council

November 14, 2023



EAST TERRACE



Recommendation

City staff recommends that City Council review the naming policy, consider community input and advisory body recommendations, then select:

1. An overall name and/or dedication for the new multi-service facility at 100 Terminal Ave.
2. Names and/or dedications for each of the five major programs that will be housed in the new facility: aquatics center, library, recreation center, senior center and youth center.



Background

- The City has held multiple public meetings on the topic of naming.
- The meeting materials and records are available on the City website, and include staff reports, meeting minutes, and video recordings of the proceedings.
- The meeting materials and records contain background information that can help inform the City Council's decision-making process.
- For reference, a list of previous meetings is included in the Analysis section of the staff report.



CHILDREN'S LIBRARY
FIRST FLOOR



MAKERSPACE
SECOND FLOOR



Decision aids

- Naming Policy (Attachment A)
- Summary list of names suggested by community members (Attachment B)
- Decision matrix (Attachment C)
- Parks and Recreation Commission (PRC) and Library Commission (LC) joint recommendations (Attachment D)
- Compilation of written community comments (Attachment E)



Decision matrix

MAJOR PROGRAMS	DECISION
Aquatics center	
Library	
Recreation center	
Senior program	
Youth center	
ADDITIONAL OPPORTUNITIES	DECISION
Overall campus	
Dedication plaque	



Most recent names of major programs

Each of the five major programs that will be located together in the new multiservice facility—library, aquatics center, youth center, senior center, and recreation center—previously had or currently have names assigned to them (as listed in alphabetical order):

- Belle Haven Branch Library
- Belle Haven Pool
- Belle Haven Youth Center
- Menlo Park Senior Center
- Onetta Harris Community Center



Overall “campus” name

- Prior to being demolished to make way for construction, the facilities at 100 Terminal Avenue were located in separate facilities, and each bore its own individual name
- There is no record of a single overall name having been assigned to the overall campus of facilities by City Council in the past
- The previous facilities and campus came to be colloquially known and referred to as the “Onetta Harris Community Center” by many community members, even though that name officially designated only the former gymnasium and recreation center.
- The new construction presents the opportunity for the City Council to potentially assign an overall name and/or dedication to the campus, if City Council so chooses
- City Council could also choose to include Kelly Park in any overall campus name or dedication, if desired, however, it should be noted that there is no intent or process to change the name of Kelly Park itself at this time.



Signage considerations

- Monument sign. The project includes a new monument sign located next to the street at the site's entrance on Terminal Avenue for the purposes of demarcating the address and indicating what is located there
- Building main entry sign. The project design includes a sign over the main entrance into the new building to identify the building to visitors. Of note, the new building will have a single consolidated main entrance and entry sign. This is different from the previous facilities, which were in separate buildings each with its own main entry sign.



Signage considerations

- Wayfinding and room signs. The project design includes signs on each of the program areas inside the building, and wayfinding signage throughout the “campus” to guide visitors to the individual programs and destinations
- Dedication plaque. It is customary for significant new public buildings to have a dedication plaque. Dedication plaques typically display the year or date the building was completed and officially dedicated, and recognize individuals or entities that played significant roles in the project’s development such as elected officials, architects, builders, financiers, voters and/or ballot measures, as appropriate to the specific facility.



Naming process next steps

- City Council may select any names or dedications that City Council desires, at City Council's sole discretion.
- There is no direct impact to the City's General Fund associated with the requested action so long as the City Council selects name(s) by the end of the calendar year.
- If a name is not selected by the end of the calendar year, the City may be required to absorb the costs for the signage design, fabrication and installation after Meta completes construction of the building to the City in early 2024.



Thank you

DECISION MATRIX
 11-14-2023

MPCC subcommittee recommendations

MAJOR PROGRAMS	DECISION
Aquatics center	<i>Belle Haven Pool</i>
Library	<i>Belle Haven Library</i>
Recreation center	<i>Onetta Harris Community Center</i>
Senior program	<i>Menlo Park Senior Center</i>
Youth center	<i>Belle Haven Youth Center</i>
ADDITIONAL OPPORTUNITIES	DECISION
Overall campus	<i>Leave un-named or Belle Haven Multigenerational Community Campus or Neighborhood Community Campus</i>
Dedication plaque	<i>specific suggestions to come from MPCC working group</i>

MAJOR PROGRAMS	DECISION
Aquatics center	<i>Belle Haven Pool</i>
Library	<i>Belle Haven Library</i>
Recreation center	<i>Onetta Harris Community Center</i>
Senior program	<i>Menlo Park Senior Center</i>
Youth center	<i>Belle Haven Youth Center</i>
ADDITIONAL OPPORTUNITIES	DECISION
Overall campus	<i>Belle Haven Community Campus</i>
Dedication plaque	<i>specific suggestions to come from MPCC working group</i>

A photograph of a brick building at dusk, with warm interior lights glowing through the windows and under the eaves. The building has a prominent gabled roofline. A semi-transparent green horizontal band is overlaid across the middle of the image, containing the main title and date.

LABOR RELATIONS UPDATE (ITEMS J2-J5)

City Council Meeting November 14, 2023

ARRIAGA FAMILY
GYMNASIUM



J2. ADOPT LABOR AGREEMENT WITH AFSCME



- **Agenda Item J2. Adopt a resolution to approve the successor agreement between the City of Menlo Park and the American Federation of State, County and Municipal Employees, Local 829 expiring June 30, 2026**
- **Recommended Action: Adopt a resolution to ratify approve the successor agreement between the City of Menlo Park and the American Federation of State, County & Municipal Employees, Local 829 (AFSCME) expiring June 30, 2026, and appropriate the additional funds from unassigned fund balance in the fiscal year 2023-24 budget (Attachment A).**



J2. ADOPT LABOR AGREEMENT WITH AFSCME



- Following the posting of the agenda, typographical errors were identified in the AFSCME MOU - Appendix B: Pay Ranges - Effective 11/19/2023
 - Specifically, the market-based adjustments were applied to the impacted classifications when they are not effective until January 2025
- This item has been corrected and Appendix B is being revised as shown in the table on the next slide



AFSCME MOU APPENDIX B REVISIONS

Classification Title	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
Business Manager	\$ 105,191.76	\$ 110,451.35	\$ 115,973.92	\$ 121,772.61	\$ 127,861.25
	\$ 112,576.22	\$ 118,205.04	\$ 124,115.29	\$ 130,321.05	\$ 136,837.10
Communications and Records Manager	\$ 122,133.31	\$ 128,239.98	\$ 134,651.98	\$ 141,384.57	\$ 148,453.80
	\$ 132,893.26	\$ 139,537.92	\$ 146,514.81	\$ 153,840.56	\$ 161,532.58
Enterprise Applications Administrator	\$ 119,486.81	\$ 125,461.15	\$ 131,734.21	\$ 138,320.92	\$ 145,236.97
	\$ 127,874.79	\$ 134,268.53	\$ 140,981.95	\$ 148,031.05	\$ 155,432.60
Management Analyst II	\$ 105,191.76	\$ 110,451.35	\$ 115,973.92	\$ 121,772.61	\$ 127,861.25
	\$ 112,576.22	\$ 118,205.04	\$ 124,115.29	\$ 130,321.05	\$ 136,837.10
Network Administrator	\$ 125,667.16	\$ 131,950.52	\$ 138,548.05	\$ 145,475.45	\$ 152,749.22
	\$ 134,489.00	\$ 141,213.45	\$ 148,274.12	\$ 155,687.83	\$ 163,472.22
Senior Management Analyst	\$ 118,340.73	\$ 124,257.77	\$ 130,470.66	\$ 136,994.19	\$ 143,843.90
	\$ 126,648.25	\$ 132,980.67	\$ 139,629.70	\$ 146,611.18	\$ 153,941.74
Systems Administrator	\$ 119,486.81	\$ 125,461.15	\$ 131,734.21	\$ 138,320.92	\$ 145,236.97
	\$ 127,874.79	\$ 134,268.53	\$ 140,981.95	\$ 148,031.05	\$ 155,432.60



J3. APPROVE MEDICAL SIDE LETTERS



- **Agenda Item J3. Adopt resolutions to approve side letters of agreement amending the memoranda of understanding between the City of Menlo Park and the Service Employees International Union Local 521, Menlo Park Police Officers' Association, and Menlo Park Police Sergeants' Association to modify medical premium contributions for 2024 and appropriate additional funds**
- **Recommended Action: Adopt resolutions to approve side letters of agreement amending the memoranda of understanding (MOU) between the City of Menlo Park and the Service Employees International Union Local 521 (SEIU), the Menlo Park Police Officers' Association (POA), and the Menlo Park Police Sergeants' Association (PSA) to modify the City's medical premium contributions for the plan year beginning Jan. 1, 2024 (Attachments A-C), and appropriate an additional \$29,784 from the General Fund unassigned fund balance in the fiscal year 2023-24 budget.**



J4. APPROVE MANAGEMENT COMPENSATION PLAN



- **Agenda Item J4. Adopt a resolution to approve amendments to the Management Compensation Plan document for unrepresented management classifications effective Nov. 19, 2023**
- **Recommended Action: Adopt a resolution to approve amendments to the Management Compensation Plan document for unrepresented management positions effective Nov. 19, 2023 (Attachment A).**



J5. AMEND THE SALARY SCHEDULE



- **Agenda Item J5. Adopt a resolution to amend the salary schedule effective Nov. 19, 2023**
- **Recommended Action: Staff recommends that the City Council adopt a resolution (Attachment A) to amend the salary schedule effective Nov. 19, 2023. This amendment incorporates salary changes related to the successor memorandum of understanding (MOU) between the City and the American Federation of State, County and Municipal Employees, Local 829 (AFSCME). As part of the same resolution, staff recommends that the City Council adopt amendments to the salary schedule for unrepresented, non-management City employees (“confidential employees”) and unrepresented management employees.**



J5. AMEND THE SALARY SCHEDULE



- As discussed above, some of the AFMSCE classifications' pay ranges incorrectly received market adjustments on the salary schedule effective 11/19/2023
- This also impacted one confidential classification, Executive Assistant to the City Manager, who will receive a market adjustment in January 2025
- This item has been corrected and the salary schedule is being revised as shown in the table on the next slide



SALARY SCHEDULE REVISIONS

Classification Title	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
Business Manager	\$ 105,192	\$ 110,451	\$ 115,974	\$ 121,773	\$ 127,861
	\$ 112,576	\$ 118,205	\$ 124,115	\$ 130,321	\$ 136,837
	\$ 105,192	\$ 110,250	\$ 115,505	\$ 121,028	\$ 126,807
Communications and Records Manager	\$ 122,133	\$ 128,240	\$ 134,652	\$ 141,385	\$ 148,454
	\$ 132,893	\$ 139,538	\$ 146,515	\$ 153,841	\$ 161,533
	\$ 121,823	\$ 127,735	\$ 133,870	\$ 140,325	\$ 147,074
Enterprise Applications Administrator	\$ 119,487	\$ 125,461	\$ 131,734	\$ 138,321	\$ 145,237
	\$ 127,875	\$ 134,269	\$ 140,982	\$ 148,031	\$ 155,433
	\$ 118,341	\$ 123,962	\$ 129,850	\$ 136,083	\$ 142,657
Executive Assistant to the City Mgr	\$ 83,173	\$ 87,331	\$ 91,698	\$ 96,283	\$ 101,097
	\$ 86,938	\$ 91,513	\$ 96,330	\$ 101,400	\$ 106,737
	\$ 83,173	\$ 87,331	\$ 91,698	\$ 96,283	\$ 101,096
Management Analyst II	\$ 105,192	\$ 110,451	\$ 115,974	\$ 121,773	\$ 127,861
	\$ 112,576	\$ 118,205	\$ 124,115	\$ 130,321	\$ 136,837
	\$ 105,192	\$ 110,250	\$ 115,505	\$ 121,028	\$ 126,807
Network Administrator	\$ 125,667	\$ 131,951	\$ 138,548	\$ 145,475	\$ 152,749
	\$ 134,489	\$ 141,213	\$ 148,274	\$ 155,688	\$ 163,472
	\$ 123,426	\$ 129,334	\$ 135,500	\$ 142,046	\$ 148,927
Senior Management Analyst	\$ 118,341	\$ 124,258	\$ 130,471	\$ 136,994	\$ 143,844
	\$ 126,648	\$ 132,981	\$ 139,630	\$ 146,611	\$ 153,942
	\$ 118,340	\$ 123,962	\$ 129,850	\$ 136,083	\$ 142,657
Systems Administrator	\$ 119,487	\$ 125,461	\$ 131,734	\$ 138,321	\$ 145,237
	\$ 127,875	\$ 134,269	\$ 140,982	\$ 148,031	\$ 155,433
	\$ 118,340	\$ 123,962	\$ 129,850	\$ 136,083	\$ 142,657



QUESTIONS

