



SPECIAL MEETING MINUTES

Date: 6/18/2024
Time: 5:30 p.m.
Locations: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Regular Session

A. Call To Order

Mayor Taylor called the meeting to order at 5:33 p.m.

B. Roll Call

Present: Combs (Remote – Brown Act), 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

C. Agenda Review

None.

D. Study Session

- D1. Receive an overview and provide feedback and guidance on the revised draft General Plan Environmental Justice and Safety Elements in preparation for the final draft documents (Staff Report #24-113-CC) (Informe de Personal #24-113-CC)

Senior Planner Calvin Chan and ChangeLab Solutions Managing Director Erik Calloway made the presentation (Attachment).

- Lynne Bramlett spoke on concerns related to balancing the Housing, Environmental Justice and Safety Elements and overall public safety.
- Pam Jones spoke on commonality of funding for the Environmental Justice and Safety Elements.
- Climate Resilient Communities Executive Director Violet Saena spoke in support of the Environmental Justice (EJ) Element and serving the Belle Haven community.
- Belle Haven Empowered and Menlo Together representative Marlene Santoyo spoke in support of the EJ Element efforts and requested updating the community feedback matrix and additional policy/program review.
- John McKenna spoke in support of continuing to listen to the needs of the Belle Haven community and to include those in the EJ Element.
- Rob Chua spoke on bio-safety levels considerations while working on the General Plan.
- Adina Levin spoke in support of clear timelines, reporting, implementation and expectations.

The City Council received clarification on the Safety Element updates to Section 7, Safety Element and EJ Element public outreach, bio-safety planning, mapping of liquefaction and soft story buildings, sea-level rise within the Elements, in/outdoor air quality reporting, lead in homes in the Belle Haven neighborhood, age range of community participants, emergency preparedness versus disaster preparedness, local hazard mitigation planning and the Safety Element, and Noise Element considerations for areas in airport flightpaths.

The City Council discussed updating the City's "hazards", funding for the EJ Element, in/outdoor air quality policy, building electrification and heat pumps, no-smoking ordinance for Downtown, focus areas for EJ Element being 1) specific matrix 2) timeline 3) prioritization/budget and an annual check-in.

The City Council took a recess at 7:36 p.m.

The City Council reconvened at 7:50 p.m.

The City Council discussed rental assistance, eviction, relocation assistance, rent control and housing priorities and potential funding through the Bayfront Mitigation Fund.

The City Council received clarification on extreme heat and natural disasters and future discussions on rent control.

The City Council directed staff:

- enhance discussion of climate change and sea-level rise in the documents
- return for a study session on life-sciences and planning for bio-hazard safety levels
- include indoor air quality discussions in the documents
- consider liquefaction and ground water mapping
- explore anti-displacement measures such as rental registry and support programs for homeowners
- refine programs/actions to 1) healthcare and healthcare resources 2) higher quality education 3) Wi-Fi 4) higher education
- partner with community based organizations
- consider hardcopy materials for outreach to households, particularly door-to-door outreach
- support cooling centers in the EJ Element
- explore having designated staff to liaison with the public for EJ Element-related issues
- consider exploration of soft story buildings
- monitor the city's efforts in the update to the Multijurisdictional Local Hazard Mitigation Plan
- explore no-smoking policy downtown
- clarify property owner responsibilities for soil remediation
- continue accessible meeting spaces for EJ Element-related topics
- simplify lists, prioritization, and overall documents funding
- evaluate transfer of \$1 million from the Bayfront Mitigation Fund to support EJ efforts
- encourage healthcare access
- consider including business districts in disaster and emergency preparedness

E. Regular Business

E1. Adopt a resolution to amend the fiscal year 2023-24 budget (Staff Report #24-114-CC)

Finance and Budget Manager Rani Singh made the presentation.

ACTION: Motion and second (Doerr/ Nash), to adopt a resolution approving an amendment to the fiscal year 2023-24 operating and capital budget to include a one-time transfer from the General Fund (Fund 100) to the General Capital Improvement Fund (Fund 501) of \$1.75 million for projects outlined in the Capital Improvement Plan (CIP), passed unanimously.

F. Adjournment

Mayor Taylor adjourned the meeting at 8:37 p.m.

Assistant to the City Manager/ City Clerk Judi Herren

These minutes were approved at the City Council meeting July 9, 2024.



**GENERAL PLAN ENVIRONMENTAL JUSTICE (EJ) AND
SAFETY ELEMENTS STUDY SESSION**
City Council - June 18





STAFF RECOMMENDATION AND STUDY SESSION PURPOSE

- **Overview** EJ and Safety Elements
- **Highlight** document revisions and community outreach
- **Introduce** EJ Action Guide (Implementation Guide)
- **Review** feedback from June 3 study session
- **Receive** City Council feedback/guidance and community feedback





MAJOR MILESTONES

- Community meetings
February 2023
- Study session with Planning Commission and City Council
June 2023
- Housing Element certified by State of California
March 2024
- Community workshops
May 2024
- Planning Commission study session
June 2024
- **City Council study session**
June 2024
- Adoption of elements
Fall 2024 (Tentative)

Tonight!

The background of the slide is a photograph of green leaves and a yellow-green fruit, possibly a quince, on a branch. The image is partially obscured by a light blue vertical bar on the left and a dark grey vertical bar on the right. A horizontal orange bar with a dark grey segment on the left contains the text.

OVERVIEW: EJ ELEMENT

Menlo Park Neighborhoods

- Allied Arts - Stanford Park
- Bayfront
- Belle Haven
- Central Menlo
- Downtown
- El Camino Real Corridor
- Felton Gables
- Linfield Oaks
- Park Forest - Spruce - San Antonio
- Sharon Heights
- South of Seminary - Vintage Oaks
- Stanford Hills
- Suburban Park - Lorelei Manor - Flood Triangle
- The Willows
- VA Medical District
- West Menlo
- City Boundary

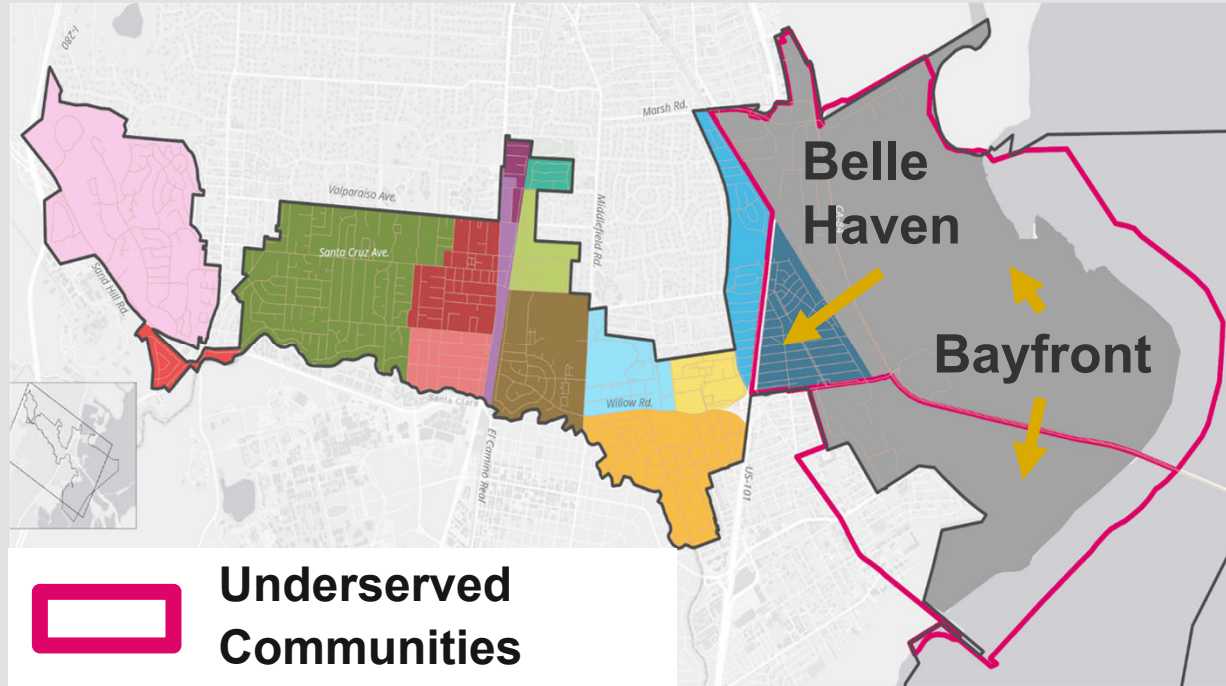


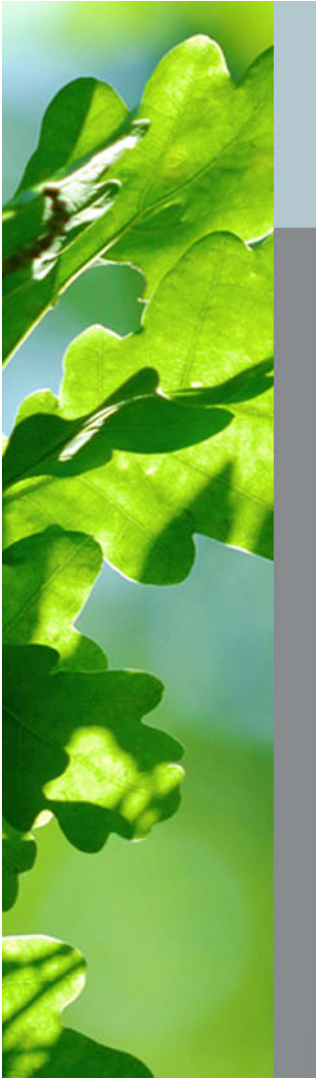
Projection: NAD83 StatePlane California III FIPS0403 (USFeet)

EJ ELEMENT OVERVIEW



Identify and focus on Underserved Communities





EJ ELEMENT OVERVIEW



1. Address unique and compounded health risks



2. **Reduce pollution exposure and eliminate environmental inequities***



3. Equitably provide appropriate public facilities to individuals and communities



4. **Promote access to affordable healthy and high-quality foods***



5. **Provide safe and sanitary homes for all residents***



6. Encourage physical activity and active transportation



7. Create equitable civic and community engagement

*** Top priority goals**



OVERVIEW: SAFETY ELEMENT



SAFETY ELEMENT UPDATE

- Purpose: Identify how to reduce potential risks of injury, property damage, and economic and social disruptions resulting from natural and human-made hazards
- Focus: Addressing new State-required topics
 - Climate change adaptation and resiliency
 - Wildfire hazards and risks
 - Identify residential developments lacking 2+ emergency evacuation routes

The background of the slide is a photograph of green leaves and a yellow-green fruit, possibly a quince, on a branch. The image is partially obscured by a light blue vertical bar on the left and a dark grey vertical bar on the right. A large, semi-transparent orange rectangle is overlaid across the center of the image, containing the title text.

REVISED DRAFT EJ ELEMENT



REVISED DRAFT EJ ELEMENT (APRIL 24, 2024)



- A** Modify certain statements about EJ context
- B** Make adjustments to the refinement framework matrix
- C** Continue performing and implementing robust outreach
- D** Think critically about funding needs and sources
- E** Consider actions with short-term results to demonstrate and communicate progress

COMMUNITY OUTREACH AND ENGAGEMENT



Extensive community outreach and engagement

- “Meet people where they are” approach
 - April 13: Love Our Earth
 - April 18: CCCT meeting
 - May 2: Spanish language community workshop
 - May 9: English language community workshop
 - May 11: Housing Resource Fair
- Emails, flyers, social media, etc.





TOP EJ PRIORITIES FROM MAY WORKSHOPS



#1 - Providing safe, sanitary, *and stable* homes

EJ Element Goal 5

#2 - Reducing pollution exposure and improving air quality

EJ Element Goal 2

#3 - Promoting access to high quality and affordable food

EJ Element Goal 4

COMMUNITY RECOMMENDATIONS FOR REVISED DRAFT EJ ELEMENT



Increase opportunities for accountability through strict reporting requirements on EJ Element Programs and Policies

Ensure "Safe, Sanitary, and Stable Housing" is used in Goal 5 language and throughout the document, replacing "Safe and Sanitary Homes"

Strengthen program and policy language throughout the EJ Element, for example by changing encourage to ensure or could to should/shall

Elevate Anti-Displacement Actions into the EJ Element, accelerate timelines for creation and implement interim steps as soon as possible.



FUNDING NEEDS AND SOURCES



- The EJ Element includes listing of potential funding sources
- Additional considerations regarding programs and actions:
 - Infrastructure enhancements
 - Specific sites
 - Potentially eligible for funding through special funds
- June 11: City Council expressed support for use of the Bayfront Mitigation Fund to support EJ Element programs



**ACTION GUIDE
(IMPLEMENTATION GUIDE)**



ACTION GUIDE



- Action Guide includes action items to implement certain EJ programs
- Dual-document approach allows for more frequent updating of action items to respond to changes in:
 - *Community needs*
 - *Funding opportunities*
 - *Ongoing community outreach, particularly from Menlo Park's Underserved Communities*
- A comprehensive, re-formatted version of the Action Guide will be maintained on the City's website to improve accountability and tracking of efforts to advance EJ
 - *Simplified presentation*
 - *Background information (grey columns) removed*
 - *Inclusive of all EJ programs and action items*



The background of the slide is a photograph of a modern building with a glass facade. The building has a blue sky in the background. A large green banner is overlaid on the image, containing the text "REVISED DRAFT SAFETY ELEMENT" in white, bold, sans-serif font. The banner is positioned horizontally across the middle of the image. The building's facade is composed of large glass panels and a blue-tinted metal frame. A small tree is visible in the foreground, and the ground is covered with brown mulch and some green plants.



REVISED DRAFT SAFETY ELEMENT (APRIL 15, 2024)



Policies/ programs revised to include community feedback

- **Revised Policy S1.35 – Disaster Preparedness Planning**
 - Multilingual and multimodal outreach in Underserved Communities
- **Revised Policy S1.36 – Community Preparedness**
 - Support countywide preparedness, response and protection services
- **New Program S1.M – Sea Level Rise Planning**
 - Collaborate with other agencies to develop a sea level rise plan as part of a subregional San Francisco Bay shoreline resiliency plan
- **No changes to Open Space/Conservation and Noise Elements**



**JUNE 3
PLANNING COMMISSION
STUDY SESSION**



PUBLIC FEEDBACK

- A** Enhance action items text to indicate City commitment and accountability
- B** Explore financial and programmatic incentives to assist Menlo Park residents
- C** Revise documents for easier comprehension
- D** Improve documentation, transparency, and monitor progress
- E** Update the Safety Element to respond to additional topics beyond state requirements

PLANNING COMMISSION FEEDBACK



- F** Focus impactful and feasible actions to advance EJ on the top three priorities identified through May 2024 workshops
- G** Explore opportunities in the document to strengthen the City's commitment and accountability to advance EJ
- H** Enhance civic engagement
- I** Clarify how EJ Element and Action Guide work together and ensure the public remains involved and informed
- J** Update the Safety Element to respond to additional topics beyond state requirements



SUMMARY OF UPCOMING ELEMENTS REVISIONS



- Revise per staff recommendations within EJ Element Table EJ-8 (EJ Element Goals, Policies, and Programs) and Action Guide
- Revise per May 2024 community workshops recommendations
- Revise per June 3 study session feedback themes from the public and Planning Commission
- Revise per June 18 study session feedback/guidance from the City Council



EJ AND SAFETY ELEMENTS STUDY SESSION FEEDBACK PROMPTS



Did the process over the past year result in appropriate refinements to the EJ Element?

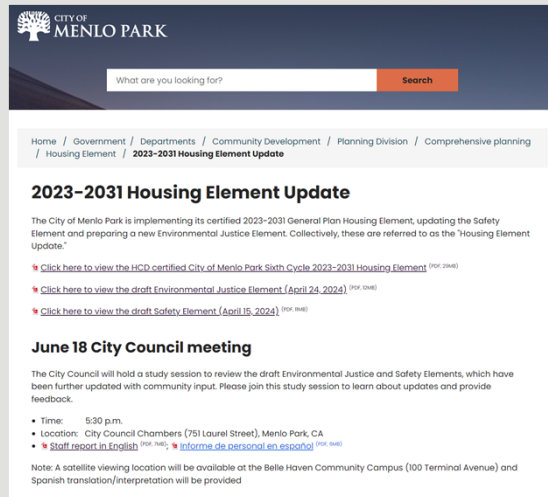
Does the Action Guide serve as a good implementation tool to advance EJ?

Staff intends to update the EJ and Safety Elements based on feedback received and as noted in the staff report. Are there other items for consideration or inclusion?



NEXT STEPS

- Project team will revise EJ and Safety Elements per study session feedback
- Prepare for adoption hearings (tentatively fall 2024)



Visit menlopark.gov/housingelement for project updates and to sign up for email list



THANK YOU

