



**REGULAR MEETING MINUTES**

**Date:** 9/10/2024  
**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 Taylor called the meeting to order at 6:06 p.m.

**B. Roll Call**

Present: Combs, Doerr (Remote – Brown Act, exited the meeting at 9:43 p.m.), Nash, Taylor  
Absent: Wolosin  
Staff: City Manager Justin I. C. Murphy, City Attorney Nira Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

**C. Agenda Review**

Staff continued item H1. to the September 25 meeting.

The City Council reordered item K1. to earlier in the agenda.

**D. Closed Session**

D1. Closed session conference with labor negotiator pursuant to Government Code §54957.6 regarding labor negotiations with the American Federation of State, County and Municipal Employees Local 829, Menlo Park Police Officers' Association, Menlo Park Police Sergeants' Association, and Service Employees International Local 521

Agency Designated Representatives: City Manager Justin I.C. Murphy, City Attorney Nira Doherty, Administrative Services Director Brittany Mello, Assistant City Manager Stephen Stolte, Human Resources Manager Charla Freckmann, Legal Counsel Charles Sakai, Legal Counsel Genevieve Ng

**Call to Order**

Mayor Taylor called the meeting to order at 6:40 p.m.

**Roll Call**

Present: Combs, Doerr (Remote – Brown Act, exited the meeting at 9:43 p.m.), Nash, Taylor  
Absent: Wolosin  
Staff: City Manager Justin I. C. Murphy, Assistant City Manager Stephen Stolte, City

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

### **Report from Closed Session**

No reportable actions.

#### **E. Public Comment**

- Aileen Lattmann spoke on concerns to the RVs (recreational vehicles) near businesses.

#### **F. Presentations and Proclamations**

##### **F1. Proclamation: National Preparedness Month (Attachment)**

- Jenny and Dev Michel spoke in support for Menlo Park CERT and MPCReady and prioritizing preparedness.

Mayor Taylor introduced the proclamation (Attachment).

Menlo Park CERT and MPCReady representatives accepted the proclamation.

##### **F2. Proclamation: National Service Dog Month (Attachment)**

Mayor Taylor introduced the proclamation (Attachment).

Paws for Purple Hearts representatives Kalya Apolonio, Megan Franke and Mary Kate Cipollone accepted the proclamation.

##### **F3. Presentation: Annual Parks and Recreation Commission report out (Attachment)**

Parks and Recreation Commission Vice Chair Wonman Lee made the presentation (Attachment).

The City Council received clarification on the Youth Advisory Committee (YAC) meeting schedule.

##### **F4. Presentation: Annual Housing Commission report out (Attachment)**

Housing Commission Chair Nevada Merriman made the presentation (Attachment).

##### **F5. Presentation: Annual Complete Streets Commission report out (Attachment)**

Complete Streets Commissioner Jacqui Cebrian made the presentation (Attachment).

The City Council received clarification on safe routes to school project timelines and sharing information with students.

#### **G. Study Session**

##### **G1. Preliminary review of City-run preschool programs (Staff Report #24-153-CC)**

Library and Community Services Director Sean Reinhart, Library and Community Services Manager Natalya Jones and Solutionary Advisors Founder Erik Burmeister made the presentation (Attachment).

- Yezenia Guzman spoke in support of child care workers providing insight on the survey.

The City Council received clarification on the survey, bilingual opportunities, groups to be surveyed, focus group participation, city staff input collection, child care hours of operation, the need and goal for the survey and grant and funding options.

The City Council discussed and provided direction related to outreach for the Menlo Park survey (online, paper and bilingual), engaging child care staff input, publicizing and advertising the survey, opportunities to partner with schools for future input, length of the survey, virtual class options, ability to compare to the County's 2022 survey, age group data, rapidly responding to known changes in the market for child care services, accreditation options, grant opportunities to support child care programs and compensation levels and job classifications for child care staff.

## H. Consent Calendar

- H1. ~~Authorize the Mayor to sign the City's response to the San Mateo County Civil Grand Jury Report, "Assessing and Reporting Internal Controls in San Mateo County Agencies and School Districts" (Staff Report #24-156-CC)~~
- H2. Authorize the Mayor to sign the City's response to the San Mateo County Civil Grand Jury Report, "Restaurant Exteriors: The Neglected Space" (Staff Report #24-157-CC)
- H3. Authorize the city manager to purchase library books and media from Ingram Content Group in a total amount not to exceed \$128,000 and Baker & Taylor in a total amount not to exceed \$130,000 during fiscal year 2024-25 (Staff Report #24-152-CC)
- H4. Authorize the city manager to execute agreements with Planet Technologies for Microsoft 365 implementation and migration services and with Dell Technologies for Microsoft 365 licensing (Staff Report #24-159-CC)

**ACTION:** Motion and second (Nash/ Combs), to approve the consent calendar, with the exception of item H1., passed 4-0-1 (Wolosin absent).

## I. Regular Business

- I1. Adopt an urgency ordinance to amend Chapter 12.42 [Flood Damage Prevention] of the Menlo Park Municipal Code (Staff Report #24-158-CC)

Associate Engineer Scott Jaw made the presentation (Attachment).

- Pam Jones spoke in support of the Class 8 rating savings passed to customers and lowering the rating further to increase flood insurance discounts for residents.

The City Council received clarification on ways to lower the rating further.

**ACTION:** Motion and second (Combs/ Nash), to adopt an urgency ordinance amending Section 12.42 [Flood Damage Prevention] of Chapter 12 [Buildings and Construction] to bring the design and installation of manufactured homes into compliance with the Federal Emergency Management Agency National Flood Insurance Program and find adoption of ordinances exempt from review under §15060(c)(2) and 15060(c)(3) of the California Environmental Quality Act, passed 4-0-1 (Wolosin absent).

12. Adopt a resolution approving the fiscal year 2024-25 investment policy for the City and the Successor Agency (Staff Report #24-160-CC)

Assistant Administrative Services Director Jared Hansen made the presentation (Attachment).

**ACTION:** Motion and second (Doerr/ Nash), to adopt a resolution approving the fiscal year 2024-25 investment policy for the City and the Successor Agency, which has been amended to incorporate language on responsible investing related to environmental, social, and governance (ESG) principles, passed 4-0-1 (Wolosin absent).

13. Appoint a City Councilmember to the Parkline Development Agreement Negotiation Ad Hoc Subcommittee (Staff Report #24-161-CC)

Assistant to the City Manager/ City Clerk Judi Herren made the presentation.

The City Council received clarification on the current status and duration of the charge for the subcommittee.

**ACTION:** Motion and second (Combs/ Taylor), to appoint Vice Mayor Combs to the Parkline Development Agreement Negotiation Ad Hoc Subcommittee, passed 4-0-1 (Wolosin absent).

## **K. City Council Initiated Items**

The City Council reordered the agenda.

- K2. Direction on the West Menlo Triangle annexation (Staff Report #24-155-CC)

City Councilmember Doerr introduced the item.

The City Council received clarification on the fees, deposits and costs related to annexation and steps for annexation.

- Gregg Faris with donated time from Robert Faris spoke in support of the annexation of the West Menlo Triangle.
- Adina Levin spoke in support of the consideration of the annexation of the West Menlo Triangle at the appropriate time.
- Executive Officer of LAFCO Rob Bartoli provided clarification on resident survey and protest proceedings required by LAFCO.
- Ethan Edwards spoke in support of the annexation of the West Menlo Triangle.

The City Council received clarification on hiring a consultant for this project.

The City Council discussed speed limit signage and current City Council priorities.

No action.

K1. Direction on homelessness/unhoused population in Menlo Park (Staff Report #24-154-CC)

Mayor Taylor introduced the item.

- Adina Levin spoke in support housing the homeless/unhoused population in Menlo Park.
- Aileen Lattman spoke in support of housing the homeless/unhoused population in Menlo Park.

The City Council received clarification on current City Council priorities and varying levels of approaches to the homeless/unhoused concern.

The City Council discussed hiring a consultant to assess the needs of the homeless/unhoused concern within the City.

**ACTION:** Motion and second (Taylor/ Nash), to establish a Homeless/Unhoused Ad Hoc Subcommittee and appoint Mayor Taylor and Vice Mayor Combs, passed 3-0-2 (Doerr and Wolosin absent).

#### **J. Informational Items**

J1. City Council agenda topics: September – October 2024 (Staff Report #24-162-CC)

J2. Plan to establish an advisory committee to the governing body of the East Palo Alto Sanitary District Subsidiary District (Staff Report #24-163-CC)

J3. City Council fiscal year 2024-25 work plan (Staff Report #24-164-CC)

#### **L. City Manager Report**

City Manager Justin Murphy reported out on the Coleman/Ringwood Avenues study update and upcoming Coastal Cleanup day.

#### **M. City Councilmember Reports**

None.

#### **N. Adjournment**

Mayor Taylor adjourned the meeting at 10:15 p.m.

Assistant to the City Manager/ City Clerk Judi Herren

These minutes were approved at the City Council meeting October 8, 2024.

# Proclamation

## National Preparedness Month

**WHEREAS**, National Preparedness Month, observed annually in September, promotes awareness and encourages individuals, families, and communities to prepare for emergencies and disasters; and

**WHEREAS**, disasters and emergencies can strike unexpectedly and impact individuals, families, businesses, and communities, highlighting the critical importance of preparedness; and

**WHEREAS**, California is prone to major disasters and often suffers severe fires during summer seasons which residents may only have minutes before they must evacuate; and

**WHEREAS**, Menlo Park and the surrounding areas are also subject to major floods and everyone lives in an area with some flood risk; and

**WHEREAS**, California has the highest risk of earthquakes in the United States, and secondary disasters following earthquakes may include fires, structural collapse, downed power lines, flooding and extended utility outages; and

**WHEREAS**, when disaster strikes, the Bay Area may sustain catastrophic damage to buildings, roads and airports, and bridges and infrastructure may be down for days or weeks; and

**WHEREAS**, having a plan, understanding risks, and taking proactive measures can significantly reduce the impact of emergencies and improve recovery efforts; and

**WHEREAS**, Menlo Park residents must be prepared in their residences with the peace of mind that they and their families are ready to weather major emergencies; and

**WHEREAS**, getting to know our neighbors ahead of a disaster and having a plan to work together until outside help can arrive helps to reduce the potential for emotional and physical pain and suffering that compounds when a disaster strikes, and can lessen the burden on our first responders; and

**WHEREAS**, the time it takes for our city to recover following a significant emergency will be greatly reduced by a well-prepared community, and the people of Menlo Park have a role in preparedness, from creating emergency plans and assembling emergency kits to staying informed about potential hazards and participating in local preparedness events;

**NOW, THEREFORE, BE IT PROCLAIMED** that I, Cecilia Taylor, Mayor of the City of Menlo Park, on behalf of the City Council and the City, do hereby recognize September as National Preparedness Month and encourage all residents to engage in preparedness activities, share information with others, and take steps to safeguard themselves and their communities.



A blue ink signature of Cecilia Taylor, Mayor of the City of Menlo Park.

Cecilia Taylor, Mayor  
September 10, 2024

# Proclamation

## National Service Dog Month

**WHEREAS**, service dogs are specially trained to perform specific tasks for people with disabilities as defined by the Americans with Disabilities Act, including but not limited to retrieving objects, assisting with balance, giving seizure or diabetic or other medical alerts, and assisting those with psychiatric disabilities or visual impairments; and

**WHEREAS**, service dogs also serve our nation's wounded warriors suffering from conditions such as post-traumatic stress and traumatic brain injury, and provide companionship to their humans while inspiring confidence that allows their humans to better manage disabilities and live fuller lives; and

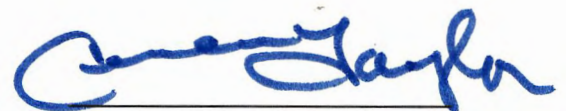
**WHEREAS**, service dogs, service dog trainers, and service organizations empower people with disabilities to lead lives with greater independence by providing best-in-class training, ongoing follow-up services, and a deeply committed community of support; and

**WHEREAS**, before being paired with a human, each service dog requires months of training and practice, and before dogs are placed as potential companions, they must be raised in an environment that is conducive to learning; and

**WHEREAS**, across America, hundreds of canines are raised by volunteer puppy raisers each year who agree to provide a safe environment, attend classes, teach manners and basic commands, provide for food, veterinary expenses, and transportation, and agree to give up the puppy after an 18-month time period; and

**WHEREAS**, National Service Dog Month aims to highlight the benefits of service dogs and the laws protecting them, as well as the invaluable impact service dogs have on the lives of people living with disabilities; and

**NOW THEREFORE, BE IT RESOLVED** that I, Cecilia Taylor, Mayor of the City of Menlo Park, on behalf of the City Council and the City, do hereby recognize September as National Service Dog Month, celebrate the extraordinary work of service dogs and those who work with service dogs across the world, and encourage all to join us in honoring these special heroes who dedicate their lives to help their human companions.



Cecilia Taylor, Mayor  
September 10, 2024





# PARKS AND RECREATION COMMISSION (PRC) UPDATE ON 2023-2024 WORK PLAN

PRC Vice Chair Wonman Lee





## PRC WORK PLAN 2023-24 INCLUDES 8 GOALS

- Primary goals
  - Providing a forum for public information and discussion about City park and recreation issues and facilitate robust public comment and participation at commission meetings
  - Supporting and advising the development and launch of the Menlo Park Community Campus (Now the Belle Haven Community Campus)
  - Facilitate goals laid out in the 2019 Parks and Recreation Facility Master Plan
  
- Additional goals include
  - Advise on the maintenance and upgrade of recreational facilities
  - Periodically receive staff presentations and reports about major service areas and programs
  - Review and advise on updates to the department strategic plan
  - Annually review departmental budget proposal





## GOAL 1: ACT AS A PUBLIC FORUM

- As requested by the City Council, the PRC heard feedback from hundreds of commenters at multiple meetings of the PRC and several joint meetings with the Library Commission (LC) relating to the naming of the Belle Haven Community Campus. The PRC also acted as a public forum and received community input for the addendum to the Parks and Recreation Facility Master Plan for pickleball.





## GOAL 2: SUPPORT AND ADVISE THE DEVELOPMENT OF THE MENLO PARK COMMUNITY CAMPUS (NOW BHCC)

- Reviewed, advised and/or recommended programming and policies for the new multigenerational facility at 100 Terminal Avenue
- Jointly with the LC the PRC offered recommendations on the naming of the facility
- The PRC continues to monitor operations at the BHCC:
  - Staff presented an update regarding programs and services at BHCC in May 2024
  - Community response to the new center and pool has been overwhelmingly positive
  - Feedback from users is being collected and reviewed on a monthly basis





## GOAL 3: FACILITATE GOALS LAID OUT IN THE 2019 PARKS AND RECREATION FACILITY MASTER PLAN

- The PRC heard from hundreds of commenters during a few meetings in reference to the addendum to the Parks and Recreation Facility Master Plan for pickleball.
- The PRC reviewed data and key considerations for the addendum, including recommendations related to tennis and pickleball user fees.
- The PRC recommended that the City Council accept the addendum with some adjustments to the key considerations based on public comment.







## SUMMARY OF ADDITIONAL COMMISSION AREAS OF FOCUS IN 2023-24

- Updated PRC work plan
- Selected new chair and vice chair
- Departmental policies reviewed:
  - Community Event Sponsorship Policy
  - Scholarship Policy
- Recommended the library and community services department strategic plan 2024-26
- Provided a monthly forum for public transparency and input related to park and recreation services in Menlo Park



# RECOGNIZING PARKS AND RECREATION COMMISSIONERS

- 2023-24
  - Aurora Brosnan (Vice Chair)
  - Mayrin Bunyagidj (Chair)
  - Jessica Gilmartin
  - Peter Joshua
  - Wonman Lee
  - Kelsey Theriault
  - Kate Wessel
  
- 2024-25
  - Kevin Dawkins
  - Dawn Emms
  - Joseph Grass
  - Wonman Lee (Vice Chair)
  - Peter Joshua (Chair)
  - Michelle Sherman
  - Justin Van Buren





## ONGOING COMMISSION TASKS FOR 2023-24

- Onboarding new commissioners
  - One commissioner joined in May 2024
  - Three of the commissioners joined in July 2024
- Collaboration and Coordination with the LC
  - Next joint meeting scheduled for December 2024
  - We anticipate coordinating and collaborating with the LC as needed to address ongoing operation of the Belle Haven Community Campus





## MOVING FORWARD

- The PRC will continue to support operations at the Belle Haven Community Campus
- PRC will continue to support vibrant and relevant community centers and recreation services for Menlo Park residents
- Parks and Recreation Commission is looking forward to City Council's feedback on their 2024-2025 work plan
- Thank you for your support!



**THANK YOU**



# HOUSING COMMISSION

2024 Annual Update

ANN BERGA REEBY  
GYMNASIUM





## MISSION STATEMENT

- We are affordable housing advocates.
- We make recommendations to the City Council on issues related to housing policy, implement Council policy decisions, and represent the City where needed on housing matters.
- We are a conduit of information out to the community about affordable housing programs and a conduit of information back from the community regarding housing matters to the City Council.



## HOUSING COMMISSION

**Chair** – Nevada Merriman

**Vice Chair** – Jackie Campos

**Commission Members:**

- Chelsea Onap
- Heather Leitch
- Virginia Portillo
- Jessica Beeli Schroeder
- Hadrien Trepont



## SUMMARY OF ACCOMPLISHMENTS

- Recommended BMR agreement terms
- Reviewed and recommended BMR Guideline revisions
- Received updates from Samaritan House and Project Sentinel
- Collaborated on Housing Resource Fair in celebration of Affordable Housing Month
- Held regular, special and subcommittee meetings



## DOWNTOWN PARKING LOT UPZONING

- Staff to hold a study session to provide input and development parameters
- Expedite processing
- Offer Council suggestions and direction



## NEXT STEPS

- Issue BMR NOFA later this year
- Recommend amendments to BMR Guidelines
- Develop new 2025 work plan
- Support City Council by providing timely, useful input
- Provide input in the development of the Parking lots sites



## WORK PLAN PROGRESS

Item	Status
BMR housing – compliance oversight	In progress
Housing Element implementation – State compliance	Met, ongoing
Housing projects – awareness of upcoming projects	Met, ongoing
Community advocacy for affordable housing	Met, ongoing
Collaborate with area housing agencies and advocates	In progress
Housing outreach and support	In progress
Become more involved in housing policy and funding opportunities	Met, ongoing
Become involved in the NOFAs	Met, ongoing
Review annual BMR Report	Met, ongoing
Propose a new regular meeting schedule	Met
Review quarterly reports from Hello Housing	Met, ongoing
Prioritization of Enhanced Housing Program Policies	Met, ongoing
Review and recommend housing policy action	Met, ongoing



# COMPLETE STREETS COMMISSION (CSC) 2023-24 REPORT OUT

CSC Commissioner and former Chair (2023-24) Jacquie Cebrian



## AGENDA

- 2023-24 work plan
- Project highlights
- Moving forward (2024-25 work plan)



Sept. 13, 2023 – CSC  
meeting





## 2023-24 WORK PLAN

Complete Streets Commission work plan		
#	Goals/priorities	Tasks
1	Transportation Master Plan (TMP)	<ul style="list-style-type: none"><li>• Evaluate key corridors for TMP project prioritization</li><li>• Advise on Middle Avenue Complete Streets Project</li></ul>
2	Development projects	<ul style="list-style-type: none"><li>• Provide input on impact to transportation networks</li></ul>
3	Citywide transportation policies/programs	<ul style="list-style-type: none"><li>• Evaluate driveway stopping sight distance</li><li>• Advise on transportation impact analysis guidelines</li></ul>
4	Downtown access programs	<ul style="list-style-type: none"><li>• Improve access and support downtown businesses</li></ul>
5	Safe Routes to School (SRTS) program	<ul style="list-style-type: none"><li>• Provide guidance for the program</li></ul>
6	Multimodal and transportation demand management (TDM) programs	<ul style="list-style-type: none"><li>• Advise on regional multimodal and TDM projects</li></ul>

# MIDDLE AVENUE COMPLETE STREETS PROJECT

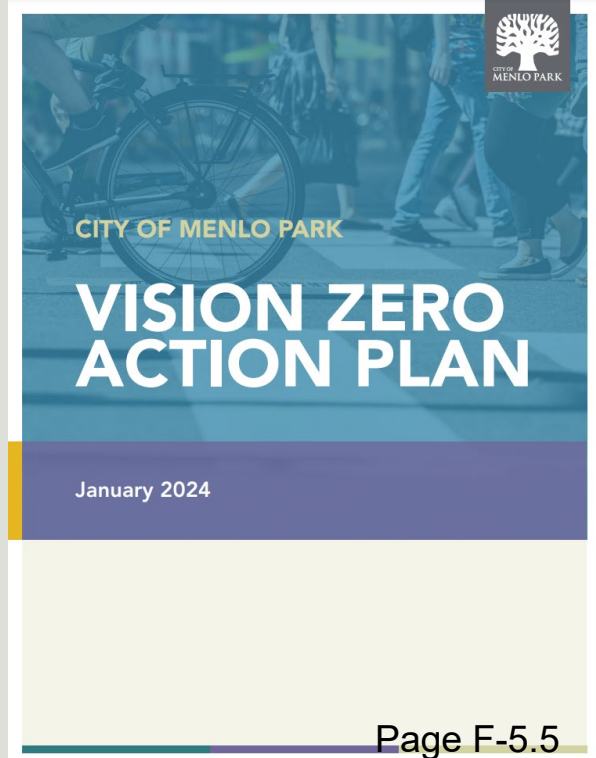
- Buffered bike lanes and pedestrians crossing improvements along Middle Avenue, by removing on-street parking on both sides.
- Ongoing pilots
  - Nealon Park frontage parking
  - Blake Street temporary closure





## VISION ZERO ACTION PLAN

- Developing implementation plan
- Lowering speed limits on Menlo Park streets



# BELLE HAVEN COMMUNITY CAMPUS PARKING MANAGEMENT PLAN

- High-turnover parking spaces (15-min)
- Loading zone
- Beechwood school priority parking



## QUICK-BUILD PROJECTS

- Low cost safety measures citywide



Willow Road and Alma Street



University Drive and Menlo Avenue



## MOVING FORWARD 2024-25 WORK PLAN (1 OF 2)

- Transportation Master Plan:
  - Evaluate and propose key transportation corridors for project prioritization
  - Advise and make recommendations on the Middle Avenue Complete Streets Project including ongoing pilots for Nealon Park frontage parking and Blake St. temporary closure
  - Advise and make recommendations on the Middlefield Road Safe Streets Project
- Citywide transportation policies/programs:
  - Evaluate citywide bike rack inventory and make recommendations
  - Advise on Vision Zero strategies and program implementation
  - Evaluate driveway stopping sight distance policy
  - Advise on implementation of Senate Bill 413 (i.e., crosswalk daylighting law)



## MOVING FORWARD 2024-25 WORK PLAN (2 OF 2)

- Safe routes strategies:
  - Participate in the Safe Routes to School task force and advocate for community engagement, program continuity and design implementation
  - Support projects serving other community based destinations (e.g., work, shop and recreation)
- Major development projects
  - Evaluate impact on public streets, safety, and transportation accessibility.
- Support downtown businesses



**THANK YOU**





# REVIEW OF CITY-RUN PRESCHOOLS

City Council, September 10, 2024



## RECOMMENDATION

Staff recommends that City Council provide direction to staff to:

1. Assess the current landscape of preschool enrollment throughout Menlo Park
2. Survey Menlo Park families on their specific early learning and childcare needs
3. Explore future partnerships and programming to support the City's diverse ecosystem of preschools
4. Develop strategies for adapting the City's preschool programming to meet the community's evolving needs while ensuring the financial sustainability of the program



## PROPOSED TIMELINE

Staff has developed a proposed timeline for completing the analysis, final report and recommendations.

Timeline*	Activity
June – September	Preliminary research and analysis
Sept. 10	City Council study session and direction to staff
Sept. 14 – Oct. 6	Menlo Park parent survey open
Nov. 12	City Council review survey results; direction to staff
February 2025	Preschool program analysis, final report and recommendations to City Council

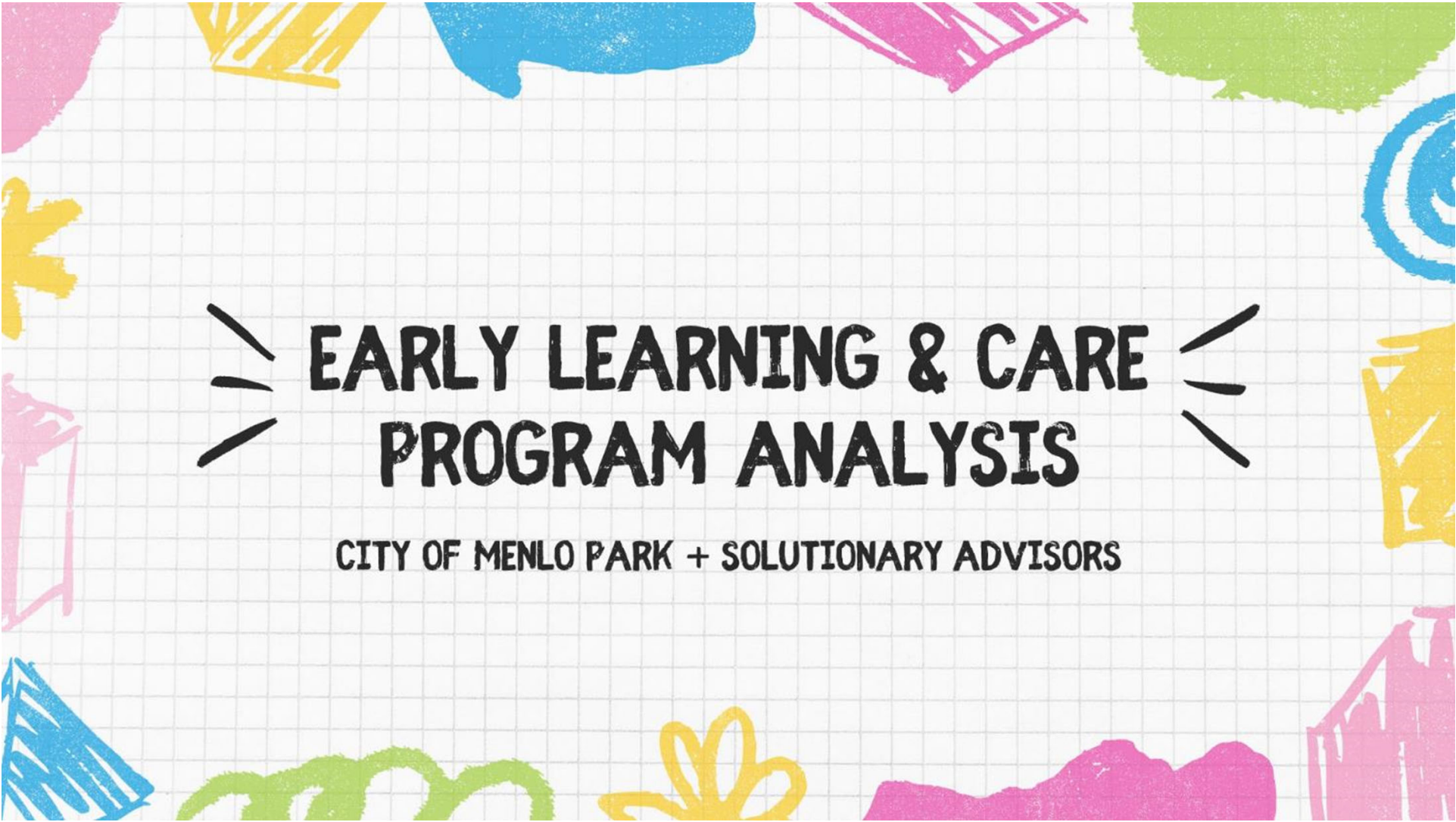
\* All dates and activities are tentative and are subject to change.



## EARLY LEARNING AND CARE ANALYSIS

The City engaged the services of Menlo Park-based education consulting firm Solutionary Advisors to provide:

- Early learning services ecosystem review and analysis
- Historical analysis of and forecasting for city preschool programs
- Analysis of a city-designed and executed early learning and care needs survey for Menlo Park parents and stakeholders
- Comparative impact/benefit and cost analysis of potential models for delivering preschool childcare at the City's facilities
- Recommendations for partnership and grant opportunities to support the City's preschool programs



# **EARLY LEARNING & CARE PROGRAM ANALYSIS**

**CITY OF MENLO PARK + SOLUTIONARY ADVISORS**

# SOLUTIONARY ADVISORS TEAM



**Erik Burmeister** has 25 years of experience in education and is a nationally recognized expert in using human-centered design to lead systemic change. As the former Menlo Park Superintendent, he knows the community well.



**Tricia Singleton** has 20+ years of global youth organization leadership experience, focusing on strategic planning, program design, operations, and project management.



**Katherine Carter** is an accomplished educational reformer and school designer with over 25 years of experience as a teacher, principal, and central office leader from Preschool to 12th grade.

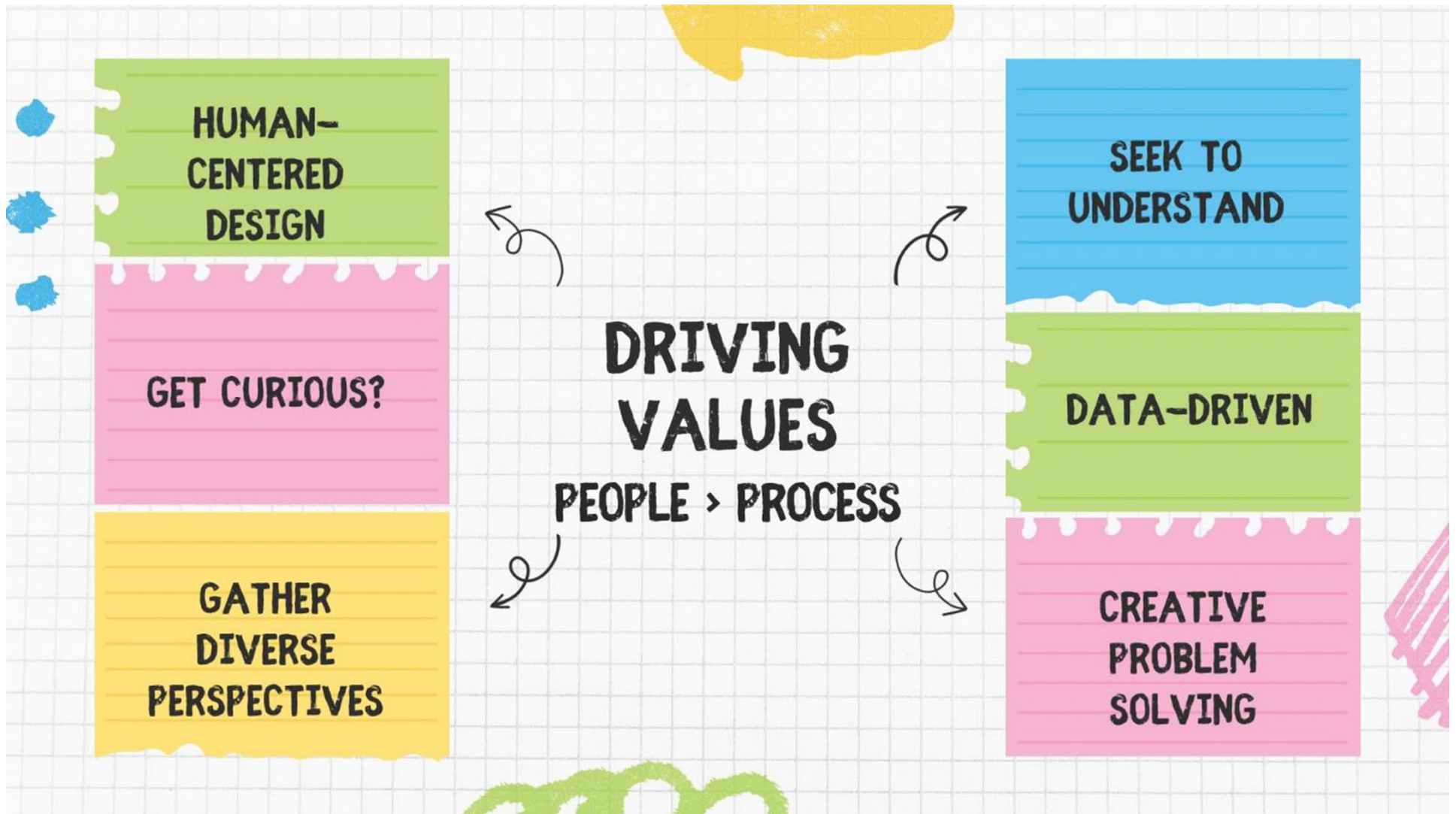




## **GOALS & OUTCOMES**

### **DRIVING QUESTION**

How might the City of Menlo Park's preschool programming better meet the community's evolving needs while ensuring the financial sustainability of the preschool program?





# PROCESS & TIMELINE

## HOW DO WE GET THERE?

- Early learning services ecosystem review and analysis.
- Contextual & historical analysis and forecasting for early care.
- City-designed and executed early learning and care needs survey.
- Community coalition building.
- Comprehensive Analysis, Report, and Recommendations

1

### Preparation

- Define project goals and plan
- Gather initial historical/contextual data
- Create survey and interview questions
- Schedule interviews with stakeholders

2

### Research & Feedback

- MCC and BHCDC Staff & Families
- Local Preschool Directors
- Studies on demographics, pandemic impact, WFH, & universal TK
- Childcare advocates

3

### Analysis & Recommendations

- Analyze historical & contextual data
- Compile survey, interview, and focus group findings
- Identify critical factors for action
- Develop data-driven recommendations

## **QUESTION #1**

What is the historical evolution and current state of the preschool programs sponsored by the City of Menlo Park?



## **METHODOLOGY**

Solutionary Advisors will engage in a comprehensive historical analysis of the City's two preschool programs examining:

- Enrollment and demand
- Program design
- Evolution of facilities
- Staffing
- Funding streams and eligibility

Tools: Program data analysis, staff & parent focus groups, site visits.



## QUESTION #2

What is the as-is state of the local preschool landscape post-covid?



## **METHODOLOGY**

Solutionary Advisors will examine critical factors shaping preschool supply and demand, including:

- CA's new transitional kindergarten (TK) program
- Post-pandemic influences
- Work From Home (WFH) Arrangements
- Population changes & birth rates

Tools: Preschool director interviews, government reports, public research analysis



## QUESTION #3

What do Menlo Park's young families of today desire and need?



## **METHODOLOGY**

Solutionary Advisors will partner with City staff to design, deliver, and analyze a comprehensive survey of relevant stakeholders to gain insight on:

- Current and future needs for early learning and care
- Program preferences
- Challenges facing families and caregivers.

Tools: Resident survey and analysis

## **QUESTION #4**

How might future partnerships and programming ensure robust offerings that meet the community's needs and sustain the City's diverse ecosystem of preschools?





## **METHODOLOGY**

Solutionary Advisors will engage the city's childcare advocates to increase trust and gather insight, laying a foundation for future partnership and programmatic support.

Tools: Regular meetings, coalition building, and potential grant and partnership research.

# INITIAL INDICATIONS

## THE EARLY WORK INDICATES...

Solutionary Advisors have begun interviews with local preschool directors, reviewing historical data, and conducting secondary research. Early analysis indicates some early conclusions.

1

Local preschools are struggling and are worried about their futures.

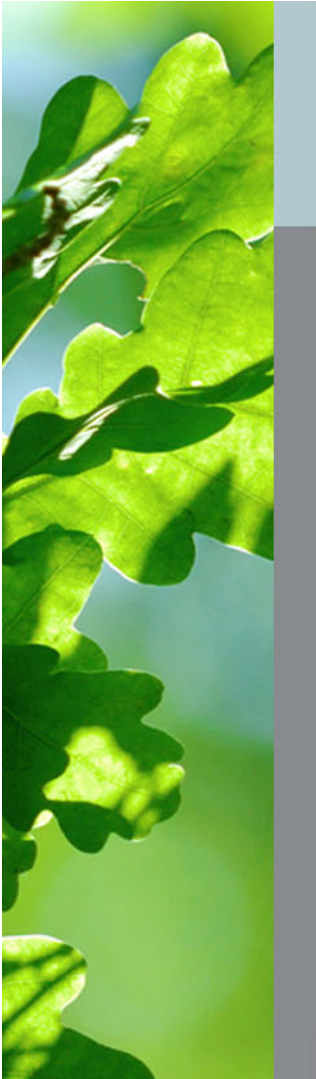
2

Transitional kindergarten and population change are fundamentally changing the preschool market.

3

Regionally, subsidized and infant/toddler\* care are the areas where demand is more likely to outpace supply.

\*Infant : 0-18 months, Toddler: 18 months - 2.5 years



## RECOMMENDATION

Staff recommends that the City Council provide direction to:

1. Assess the current landscape of preschool enrollment throughout Menlo Park
2. Survey Menlo Park families on their specific early learning and childcare needs
3. Explore future partnerships and programming to support the City's diverse ecosystem of preschools
4. Develop strategies for adapting the City's preschool programming to meet the community's evolving needs while ensuring the financial sustainability of the program.



**THANK YOU**





**ADOPT AN URGENCY ORDINANCE TO AMEND CHAPTER  
12.42 FLOOD DAMAGE PREVENTION OF THE MUNI CODE**  
Associate Engineer Scott Jaw

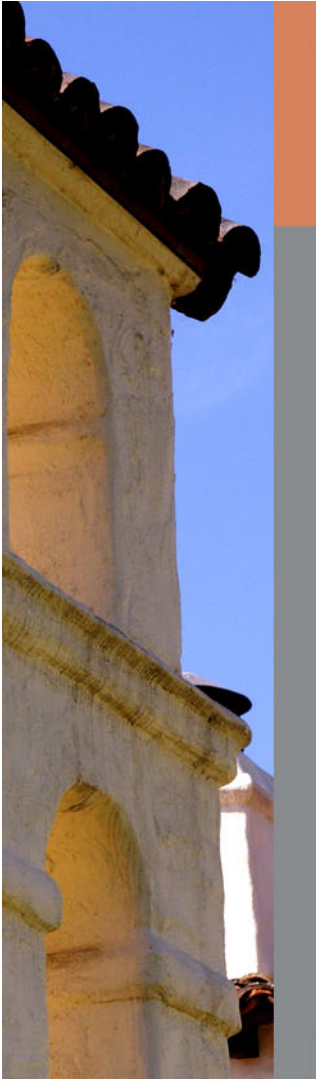




## BACKGROUND



- The City participates in the FEMA National Flood Insurance Program (NFIP) Community Rating System (CRS)
  - The City has maintained a CRS Class 8 rating since 2020
    - Allows property owners a 10% discount on flood insurance rates
  - The local ordinance does not meet the Class 8 prerequisite
    - Requires freeboard elevation for manufactured homes
- 2022 California Building Standards Code adopted November 2022
  - Requires one foot above base flood elevation for all residential buildings and structures in the flood hazard area
    - Does not directly address manufactured homes.
  - This ordinance amendment clarifies this requirement.



## RECOMMENDATION

- Adopt an urgency ordinance amending Section 12.42 Flood Damage Prevention
  - Protection of public health, safety and general welfare.
  - To bring the design and installation of manufactured homes into compliance with the FEMA National Flood Insurance Program.



**THANK YOU**





# FISCAL YEAR 2024-25 INVESTMENT POLICY

Assistant Administrative Services Director Jared Hansen





## BACKGROUND



- The City’s investment policy is reviewed and adopted annually.
- City Council last adopted the policy Aug. 15, 2023.
- On July 18, the Finance and Audit Commission recommended approval with no changes.
- On Aug. 13, the City Council reviewed the policy and directed staff to return with a revised draft incorporating environmental, social, and governance (ESG) principles and identifying any potential impacts.
  - Currently, the City reports on ESG ratings on a quarterly basis and ESG principles help guide investment decisions, but these guidelines have not been formally incorporated into the investment policy.



## SUMMARY OF PROPOSED CHANGES



- Proposed language drafted in collaboration with the City’s investment advisor, Insight Investment.
- Language comparable to other local jurisdictions.
- Proposed changes add one new section on responsible investing and amend two sections to reference this new section.



## PROPOSED CHANGES – RESPONSIBLE INVESTING



### New section related to responsible investing:

- “The City is committed to the principles of responsible investing which emphasize environmental stewardship, social responsibility and good governance on the part of all corporate issuers. While these principles are subordinate to the key investment objectives of Safety, Liquidity and Yield noted above, the City’s investment choices are guided by the idea that community well-being is enhanced by (a) a commitment to environmental sustainability, including but not limited to reducing carbon emissions and promoting clean energy initiatives; (b) fair labor practices and equal rights regardless of sex, race, age, disability or sexual orientation; and (c) good governance which emphasizes transparency, accountability, and ethical business conduct. As such, the City manages its investment portfolio as an ESG sensitive portfolio that takes into account the different aspects of responsible investing. Direct investment in securities from issuers that are involved in the production of fossil fuels, firearms or tobacco products is prohibited.”

## PROPOSED CHANGES – RESPONSIBLE INVESTING



Amends two sections to reference the new responsible investing section:

- Medium-term notes update:
  - The purchase of these securities are subject to Environmental, Social, and Governance (ESG) considerations as outlined in the section on responsible investing.
  
- Prime commercial paper update:
  - The purchase of these securities are subject to ESG considerations as outlined in the section on responsible investing.



## POTENTIAL IMPACTS

- There is no impact to the City’s existing investment portfolio because:
  - The City does not hold any securities involved in the production of fossil fuels, firearms or tobacco products.
  - The proposed amendments do not require the City to divest of any existing investments.
  - The principles of safety, liquidity and yield will continue to be the primary drivers of investment decisions, factoring in ESG principles when evaluating new corporate investments.
  
- Responsible investing impacts investment decisions related to corporations; a maximum of 55% of the portfolio.



## RECOMMENDATION



- Adopt a resolution approving the fiscal year 2024-25 investment policy for the City and the Successor Agency, which has been amended to incorporate language on responsible investing related to ESG principles.



**THANK YOU**