



SPECIAL AND REGULAR MEETING MINUTES

Date: 1/28/2025
Time: 5:00 p.m.
Locations: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Mayor Combs called the meeting to order at 5:00 p.m.

B. Roll Call

Present: Combs, Nash, Schmidt, Taylor (Remote – AB 2449 Just Cause), Wise
Absent: None
Staff: City Manager Justin Murphy, City Attorney Nira Doherty, Deputy City Clerk Sarah Sandoval

C. Closed Session

C1. Closed session conference with labor negotiators pursuant to Government Code §54957.6 regarding labor negotiations with the Menlo Park Police Sergeants' Association

Attendees: City Manager Justin I.C. Murphy, City Attorney Nira Doherty, Administrative Services Director Brittany Mello, Human Resources Manager Charla Freckmann, Legal Counsel Charles Sakai

C2. Conference with legal counsel – anticipated litigation
(Paragraph (2) of subdivision (d) of Government Code § 54956.9)
Significant exposure to litigation: One case

C3. Conference with legal counsel – existing litigation
Paragraph (1) of subdivision (d) of Government Code §54956.9
Name of case: Pistorino v. City of Menlo Park (Case No. 23-CIV-05289)

Regular Session

D. Call To Order

Mayor Combs re-called the meeting to order at 6:46 p.m.

E. Roll Call

Present: Combs, Nash, Schmidt, Taylor (Remote – AB 2449 Just Cause), Wise
Absent: None
Staff: City Manager Justin Murphy, City Attorney Nira Doherty, Deputy City Clerk Sarah Sandoval

F. Report from Closed Session

No reportable action.

G. Agenda Review

The City Council reordered the agenda, bringing item M1. before item K. Regular Business.

H. Public Comment

- Wendy McPherson spoke in opposition of housing on Downtown parking lots.
- Jennifer Pollock spoke in support of mixed use development on Downtown parking lots.
- Peter Banzhaf spoke on concerns related to recreational vehicles (RVs) and overnight parking.
- Brad Vanling spoke in support of mixed use development on Downtown parking lots.
- Jo Ellis spoke in support of housing with underground parking Downtown and at the Civic Center, and on concerns related to trains, grade separation and traffic mitigation.
- Alex Beltramo read a letter from Downtown business owners in opposition of housing on Downtown parking lots.
- Loren Dakin spoke on concerns related to Santa Cruz Avenue traffic and in support of looking at alternative lots for affordable housing
- Keith Quiggins spoke in opposition of housing on Downtown parking lots and on concerns related to revitalizing Downtown.
- Joe Bentley spoke in support of City Council collaboration with residents on plans for new housing in Menlo Park.
- Patricia Briscoe spoke in opposition of housing on Downtown parking lots.
- David spoke in opposition of housing on Downtown parking lots.
- Cherie Zaslowsky spoke in opposition of housing on Downtown parking lots.
- Pam Jones spoke in support of a vibrant Downtown and on concerns related to Downtown business closures.
- Collette spoke in opposition of housing on Downtown parking lots.

I. Presentations and Proclamations

I1. Presentation: HIP Housing calendar contest

Brian Perkins, HIP Housing Board Member made the presentation (Attachment).

J. Consent Calendar

J1. Accept the City Council meeting minutes for December 17, 2024 and January 13, 2025 (Attachment)

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

M. City Council Initiated Items

M1. Request by City Councilmember Schmidt for a future agenda topic (Staff Report #25-007-CC)

City Councilmember Schmidt introduced the item.

- Jerri Ream spoke in support of exploring alternate sites for housing and on concerns related to outreach and transparency.
- Will Oursler spoke in support of housing on Downtown parking lots.
- Carmen Caricchio spoke in support exploring alternate sites for housing.
- Brittani Baxter spoke in support of housing Downtown parking lots.
- Jenny Michel spoke in support of housing on Downtown parking lots.
- Katherine Dumont spoke in support of housing on Downtown parking lots.
- Cherie Zaslowsky spoke in opposition of housing on Downtown parking lots and in support of working with stakeholders to identify alternate sites for housing.
- David spoke in support of exploring alternate sites for housing.
- Adina Levin spoke on concerns related to the feasibility of exploring alternate housing sites in the current housing cycle.

The City Council discussed adding a study session regarding potential City-owned housing sites and the potential inclusion of the topic in the annual City Council goal-setting meeting.

The City Council received clarification on the release of the request for qualifications (RFQ), staff capacity and options for City Council action on a City Councilmember initiated item, per the City Council procedures manual.

ACTION: Motion and second (Schmidt/ Combs), to agendize a staff report exploring the feasibility of City-owned land as alternate sites for housing, passed 4-1 (Taylor dissenting).

K. Regular Business

- K1. Introduce and waive the first reading of an ordinance to amend Chapter 12.18 of Title 12 (Buildings and Construction) of the Menlo Park Municipal Code to adopt local amendments to the 2022 California Building Standards Code (Staff Report #25-010-CC)

Extra Help Retired Annuitant – Assistant Community Development Director Ron LaFrance made the presentation (Attachment).

- Menlo Spark Executive Director Brian Schmidt spoke in support of the proposed building code amendments.
- Pete Colby spoke on concerns related to insurance requirements and disruption to residents for electrification upgrades to multifamily buildings, and requested clarification on whether updated building codes will apply to both current and new buildings.
- North Lane spoke in opposition of reach codes and on concerns related to infrastructure for electrification.

The City Council received clarification on triggers for the new requirements.

ACTION: Motion and second (Nash/ Schmidt), to introduce and waive the first reading of an ordinance to amend Chapter 12.18 of Title 12 (Buildings and Construction) of the Menlo Park Municipal Code to adopt local amendments to the 2022 California Building Standards Code, passed unanimously.

- K2. Consider and adopt resolutions to (1) approve proposed alternatives to the Below Market Rate Housing Guidelines as requested by Habitat for Humanity Greater San Francisco for the proposed affordable housing development project located at 335 Pierce Rd. and (2) authorize the city

manager to execute a community funding agreement, substantially in form attached, with Habitat for Humanity Greater San Francisco in the amount of \$3.6 million from the below market rate housing special revenue fund for the acquisition of land located at 335 Pierce Rd. and approve the appropriation of \$3.6 million from the below market rate housing special revenue fund in the fiscal year 2024-25 budget (Staff Report #25-011-CC)

City Councilmember Taylor was recused and exited the meeting.

Management Analyst Adam Patterson made the presentation (Attachment).

- Karen Grove spoke in support of the project.

The City Council discussed requesting that the development be fully electrified, including electric vehicle (EV) charging infrastructure.

The City Council received clarification from Habitat for Humanity Greater San Francisco Vice President of Real Estate Development Sidney Stone on their intended electrification plans for the new development.

ACTION: Motion and second (Wise/ Nash) to adopt resolutions to (1) approve proposed alternatives to the Below Market Rate Housing Guidelines as requested by Habitat for Humanity Greater San Francisco for the proposed affordable housing development project located at 335 Pierce Rd. and (2) authorize the city manager to execute a community funding agreement, substantially in form attached, with Habitat for Humanity Greater San Francisco in the amount of \$3.6 million from the below market rate housing special revenue fund for the acquisition of land located at 335 Pierce Rd., and approve the appropriation of \$3.6 million from the below market rate housing special revenue fund in the fiscal year 2024-25 budget, passed 4-0-1 (Taylor recused).

City Councilmember Taylor rejoined the meeting.

- K3. Consider and adopt a resolution to amend the salary schedule effective Feb. 9, 2025 (Staff Report #25-008-CC)

Administrative Services Director Brittany Mello introduced the item.

The City Council received clarification on staff's strategies to mitigate recruitment challenges aside from compensation changes.

ACTION: Motion and second (Combs/ Schmidt), to adopt a resolution amending the City of Menlo Park salary schedule effective Feb. 9, 2025:

1. Salary step adjustments related to the successor memorandum of understanding (MOU) between the City and the Menlo Park Police Officers' Association (POA); and
2. Corresponding salary step adjustments to the Menlo Park Police Sergeants' Association (PSA) to retain a set salary differential with POA as required by the PSA MOU; and
3. Market-based equity adjustments for the senior civil engineer and senior transportation engineer classifications to address immediate recruitment challenges and maintain internal alignment, passed unanimously.

L. Informational Items

- L1. City Council agenda topics: February 2025 (Staff Report #25-012-CC)
- L2. Communitywide electrification program: Home Upgrade Services progress report (Staff Report #25-009-CC)

~~**M. City Council Initiated Items**~~

- ~~M1. Request by City Councilmember Schmidt for a future agenda topic (Staff Report #25-007-CC)~~

N. City Manager Report

City Manager Murphy reported out on the upcoming Black Liberation Month Celebration at the Belle Haven Community Campus (BHCC) and active recruitments for City advisory bodies, application deadline Feb. 14.

O. City Councilmember Reports

City Councilmember Schmidt reported out on the teen college and career day event at BHCC.

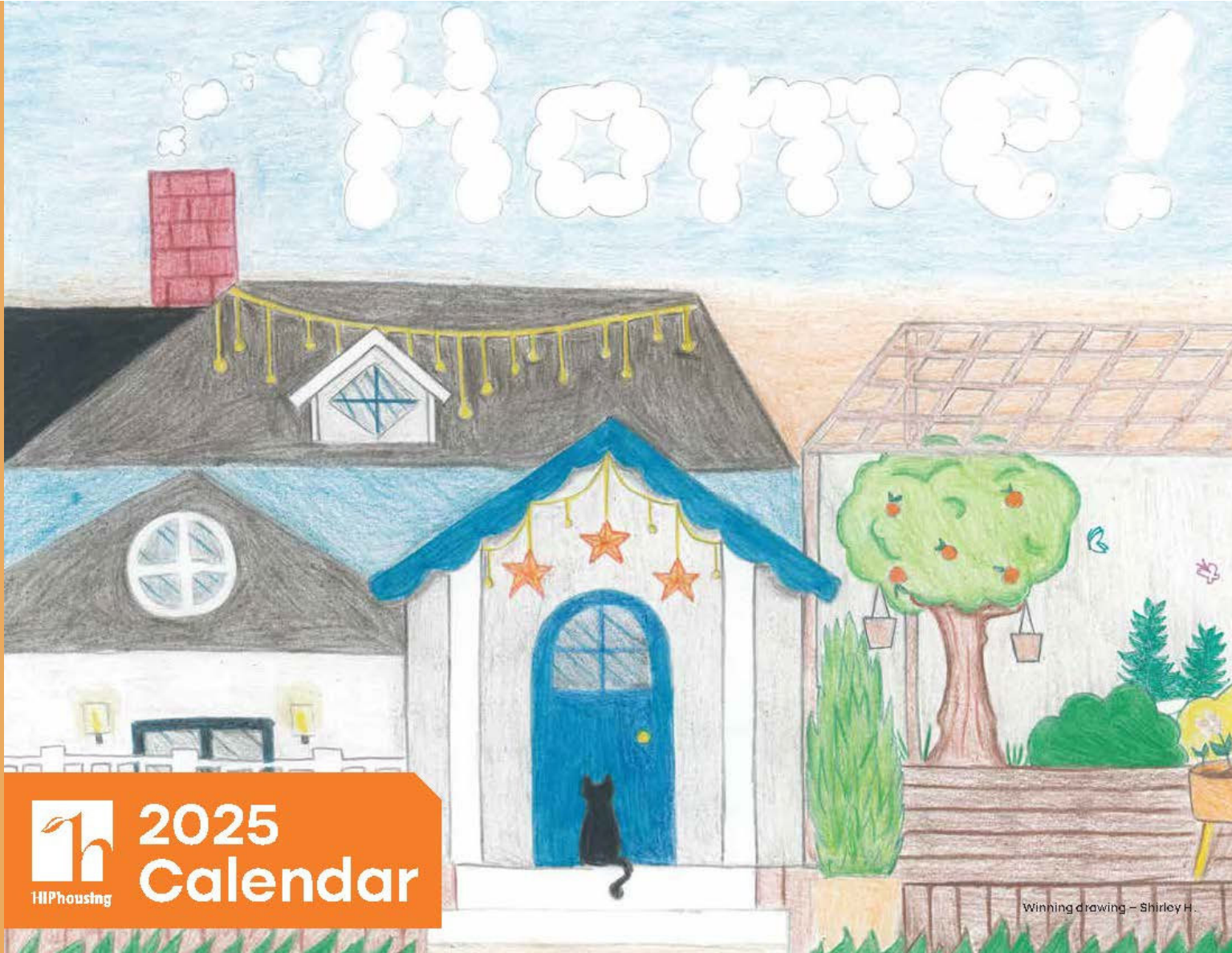
Vice Mayor Nash reported on recent Peninsula Clean Energy (PCE) and Bay Area Water Supply & Conservation Agency (BAWSCA) meetings and activities.

Adjournment

Mayor Combs adjourned the meeting at 9:33 p.m.

Deputy City Clerk Sarah Sandoval

These minutes were approved at the City Council meeting February 25, 2025.



2025
Calendar

Winning drawing - Shirley H.



ELECTRIFICATION READINESS REQUIREMENTS

Ron La France, Retired Annuitant - Assistant Community Development Director



STAFF RECOMMENDATION AND PRESENTATION PURPOSE

- Background on City Council direction and California Building Standards Code
- Review of local amendment process
- Proposed local amendments to support electric readiness
- Recommendation





BACKGROUND

- March 12, 2024: City Council directed City Manager to explore local building code options to encourage building electrification to support meeting the City’s climate goals and to prepare residents for the Bay Area Air District’s implementation of rules banning polluting equipment
- August 27, 2024: City Council provided direction to staff to develop rewiring requirements to amend the CA Building Standards Code
 - California Building Standards Code (Title 24) which includes CALGreen (Part 11)
 - Adopted every three years, the 2025 code cycle begins on Jan. 1, 2026



LOCAL AMENDMENT PROCESS

- Amendments to the Building Standards Code can be made at any point in the code cycle
- Amendments to CALGreen are filed with the State, but do not require a cost-effectiveness study
- Introduction and first reading, followed by a second reading
- Effective 30 days after second reading
- Community outreach:
 - Contacting 1,121 building permit applicants
 - Announcements on Digest and social media



PROPOSED LOCAL AMENDMENT

Building Type	Proposed amendment when voluntarily upgrading or replacing electric panel
Single family	<ul style="list-style-type: none">• Electrical capacity and reservation of breaker space in panel to accommodate the existing single family electrical load and the future electrification of a stove, clothes dryer, level 2 Electric Vehicle (EV) charger, and water heater• Install electrical conductors for the branch circuit for the water heater
Multifamily	<ul style="list-style-type: none">• Electrical capacity for and reservation of breaker space in the panel to accommodate a dedicated 240volt branch circuit for a heat pump water heater. Exception for when the water heaters are located in each dwelling unit



RECOMMENDATION

- Introduce and waive the first reading of an ordinance to amend Chapter 12.18 of Title 12 (Buildings and Construction) of the Menlo Park Municipal Code to adopt local amendments to the 2022 California Building Standards Code
- If introduced this evening, next steps would be to have a second reading at a future City Council meeting (tentatively February 11).



THANK YOU



335 PIERCE ROAD

Requested Alternatives to the Below Market Rate Housing
Guidelines and Community Funding Agreement





RECOMMENDATION

- To consider and adopt resolutions to:
 - Approve proposed alternatives to the BMR Guidelines requested by Habitat for Humanity Greater San Francisco (Habitat) for the proposed affordable housing development project located at 335 Pierce Road; and
 - Authorize the city manager to execute a community funding agreement with Habitat for \$3.6M from the BMR Housing Fund and for staff to appropriate these funds in the fiscal year 2024-25 budget



PROJECT SITE

- 335 Pierce Road
 - .36 acres in the Belle Haven neighborhood
 - Two parcels consisting of fourplex and an adjacent vacant lot





BACKGROUND

- November 2021, City Council directed staff to use \$3.6M in BMR funds for MidPen to develop an affordable housing project on the site
- February 2024, Habitat submitted a funding application for \$3.6M to purchase the property and to develop a minimum of 8 low-income ownership units on the site
- April 16, 2024, the City Council approved the commitment of \$3.6M in BMR funds for the Habitat project



BMR GUIDELINES & ALTERNATIVES

- Compliance with the City's BMR Ordinance
 - Results in 1 unit subject to City BMR requirements
- Section 12 of the BMR Guidelines
 - Council can consider reasonably equivalent alternatives to portions of the BMR Guidelines
- Requested alternatives
 - Methodology for calculating the affordable sales price
 - Income and asset calculations
 - Financing methods
 - Program administration
- January 7, Housing Commission recommended that the City Council approve the requested alternatives



FUNDING AGREEMENT

- Application for a grant of \$3.6M for site acquisition, demolition, and predevelopment

- Structure of the agreement
 - Grant of funds to Habitat
 - Use of City preference criteria for all units
 - Performance measures to guarantee development
 - Reimbursable predevelopment costs



STAFF RECOMMENDATION

- Adopt resolutions to:
 - Approve proposed alternatives to the BMR Guidelines requested by Habitat for Humanity Greater San Francisco (Habitat) for the proposed affordable housing development project located at 335 Pierce Road; and
 - Authorize the city manager to execute a community funding agreement with Habitat for \$3.6M from the BMR Housing Fund and for staff to appropriate these funds in the fiscal year 2024-25 budget



THANK YOU