



## SPECIAL MEETING MINUTES

**Date:** 3/25/2025  
**Time:** 5:30 p.m.  
**Locations:** Teleconference and  
Belle Haven Community Campus  
100 Terminal Ave., Menlo Park, CA 94025

### Special Session

#### A. Call To Order

Mayor Combs called the meeting to order at 5:40 p.m.

#### B. Roll Call

**Present:** Combs, Nash, Schmidt, Taylor, Wise  
**Absent:** None  
**Staff:** City Manager Justin Murphy, City Attorney Nira Doherty, Assistant City Manager Stephen Stolte, Assistant to the City Manager/City Clerk Judi A. Herren

#### C. Closed Session

- C1. Conference with legal counsel – anticipated litigation  
Initiation of litigation (paragraph (4) of subdivision (d) of §54956.9): One potential case

### Regular Session

#### D. Call To Order

Mayor Combs re-called the meeting to order at 6:21 p.m.

#### E. Roll Call

**Present:** Combs, Nash, Schmidt, Taylor, Wise  
**Absent:** None  
**Staff:** City Manager Justin Murphy, City Attorney Nira Doherty, Assistant City Manager Stephen Stolte, Assistant to the City Manager/City Clerk Judi A. Herren

#### F. Report from Closed Session

No reportable actions.

#### G. Agenda Review

None

## **H. Public Comment**

- Alberto Garcia spoke on the need for additional space, accessibility and services for seniors at the Belle Haven Community Campus (BHCC).
- Glafira Garcia spoke on the need for additional space, accessibility and services for seniors at BHCC.
- Ernesto Cruz spoke on the need for additional space, accessibility and services for seniors at BHCC.
- Steve Shaw spoke in support of Senate Bill (SB) 457 related to Builder's Remedy projects and for it be added to a future City Council meeting agenda.
- Jacqui Cebrian spoke in support of the BHCC library and on transitioning rails as bike/pedestrian trails and access.
- Arlene Navarro spoke in support of City Council meetings at BHCC and the need for additional space, accessibility and services for seniors at BHCC.
- Ismael Oseguera spoke in support of additional public noticing for City Council meetings and the need for additional space, accessibility and services for seniors at BHCC.
- Bill Kirsh spoke in opposition of traffic impacts to Partridge Avenue and the lack of support from staff.

## **I. Presentations and Proclamations**

- I1. Presentation: Recognize achievement of LEED Platinum certification for the Belle Haven Community Campus

Library and Community Services Director Sean Reinhart made the presentation.

- Jenny Michel explained the challenges of achieving and maintaining LEED Platinum certification and in support of additional space, accessibility and services for seniors and disabled at BHCC.

- I2. Presentation: Homeless services in Menlo Park

Assistant City Manager Stephen Stolte, County of San Mateo Center on Homelessness Chloe Richter, WeHope representative Clyde Burgess, LifeMoves representative Valerie Lomeli, Lynette Reynoso and Sarah Fields and crisis response clinician with the City of Menlo Park Crisis Response and Community Wellness Team (CWCRT) Meredith Roberts made the presentation (Attachment).

- Jane Perry spoke on concerns of homeless living conditions and the mental health of those who may not have access to the programs described in the presentation.
- Katherine Dumont spoke in support of homeless services and housing for recreational vehicles (RVs).
- Jenny Michel spoke on the need for continued robust services for the homeless.
- Will requested City Council to address the root causes of homelessness, supporting outreach efforts and ways the community can contribute to the efforts of the organizations..
- Lucia Soto spoke in support of homeless services and concerns on police response times to homeless service calls.

The City Council discussed the grant funding opportunity for homeless services.

The City Council received clarification on how to contact services for homeless, volunteer and donation opportunities and the need for additional data.

**J. Consent Calendar**

- J1. Accept the City Council meeting minutes for February 11, 2025 (Attachment)
- J2. Consider and adopt a resolution initiating the Menlo Park Landscaping Assessment District proceedings for fiscal year 2025-26 (Staff Report #25-044-CC)
- J3. Award a construction contract to A. Teichert & Sons, Inc. dba Teichert Construction for the 2025 Street Resurfacing project (Staff Report #25-045-CC)
- J4. Receive and file City Council and advisory body annual attendance report for March 2024 – February 2025 (Staff Report #25-046-CC)
- J5. Receive and file the investment portfolio reports for Dec. 31, 2024 (Staff Report #25-047-CC)
- J6. Authorize the city manager to execute an agreement with PG&E to replace high voltage circuits for the West Menlo Series Circuit Street Light project (Staff Report #25-048-CC)

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

**K. Study Session**

- K1. Provide direction on program enhancements and new project options to continue implementation of the communitywide electrification program (Staff Report #25-049-CC)

Sustainability Manager Rachael Londer made the presentation (Attachment).

- Pam Jones spoke in support of solar and electrification.

The City Council received clarification on administration of the new priorities, residents unable to participate due to income, servicing rental communities, costs of electrification, timelines and deadlines and matching rebates.

The City Council discussed staff impacts, increasing outreach and engagement, solar and battery storage systems and risks of portable electric heating units as a part of rental electrification kits.

The City Council directed staff to support advancing all seven priorities as outlined in the staff report:

- Offer a matching rebate
- Expand income eligibility to 120% of area median income (AMI)
- Electrify the Belle Haven Child Development Center (BHCDC)
- Increase marketing and outreach
- Serve select rental properties
- Provide rental electrification kits
- Install residential solar and battery storage systems

## **L. Regular Business**

- L1. Consider and adopt a resolution accepting the 2024 General Plan Annual Progress Report, including the Housing Element and Environmental Justice Element, and annual housing successor report (Staff Report #25-052-CC)

Senior Planner Calvin Chan made the presentation (Attachment).

- Pam Jones spoke in support of the Environmental Justice (EJ) Element and recommended providing hardcopies of the EJ Element Action Guide to increase viewership opportunity and understanding of progress.
- Adina Levin spoke on the importance of the EJ Element, affordable housing and anti-displacement strategy development.
- Katherine Dumont spoke in support of the implementation of the Housing and EJ Elements and affordable housing in Downtown.

The City Council received clarification on accessory dwelling units (ADU) amnesty and state programs, ADU applicability for electrification incentives, public events and housing resource fair, rental registry, home vacancy tax and opportunities to support ADU upgrades.

The City Council discussed BHCC pool hours and the importance of providing equitable services, providing access to healthy and affordable food, community outreach, and advancing affordable housing generally and the Downtown affordable housing project.

**ACTION:** Motion and second (Nash/ Wise), to adopt a resolution accepting the 2024 General Plan Annual Progress Report (APR), which includes the Housing Element and Environmental Justice Element, and the annual housing successor report, passed unanimously.

## **M. Informational Items**

- M1. City Council agenda topics: April 2025 (Staff Report #25-051-CC)

- M2. Oversized vehicle administrative regulations (Staff Report #25-050-CC)

- Katherine Dumont requested clarification on the time frame for pre-citation warnings, signage, property and costs to owners.

## **N. City Manager Report**

City Manager Murphy reported on the Community Resources Fair March 29 at BHCC.

## **O. City Councilmember Reports**

Vice Mayor Nash reported on City/County Association of Governments of San Mateo County (C/CAG) Resource Management and Climate Protection (RMCP) Committee and Bay Area Water Supply and Conservation Agency (BAWSCA) meetings.

Mayor Combs reported on Senate Bill (SB) 457 and the oversize vehicle ordinance.



City Councilmember Schmidt reported out on the oversize vehicle ordinance.

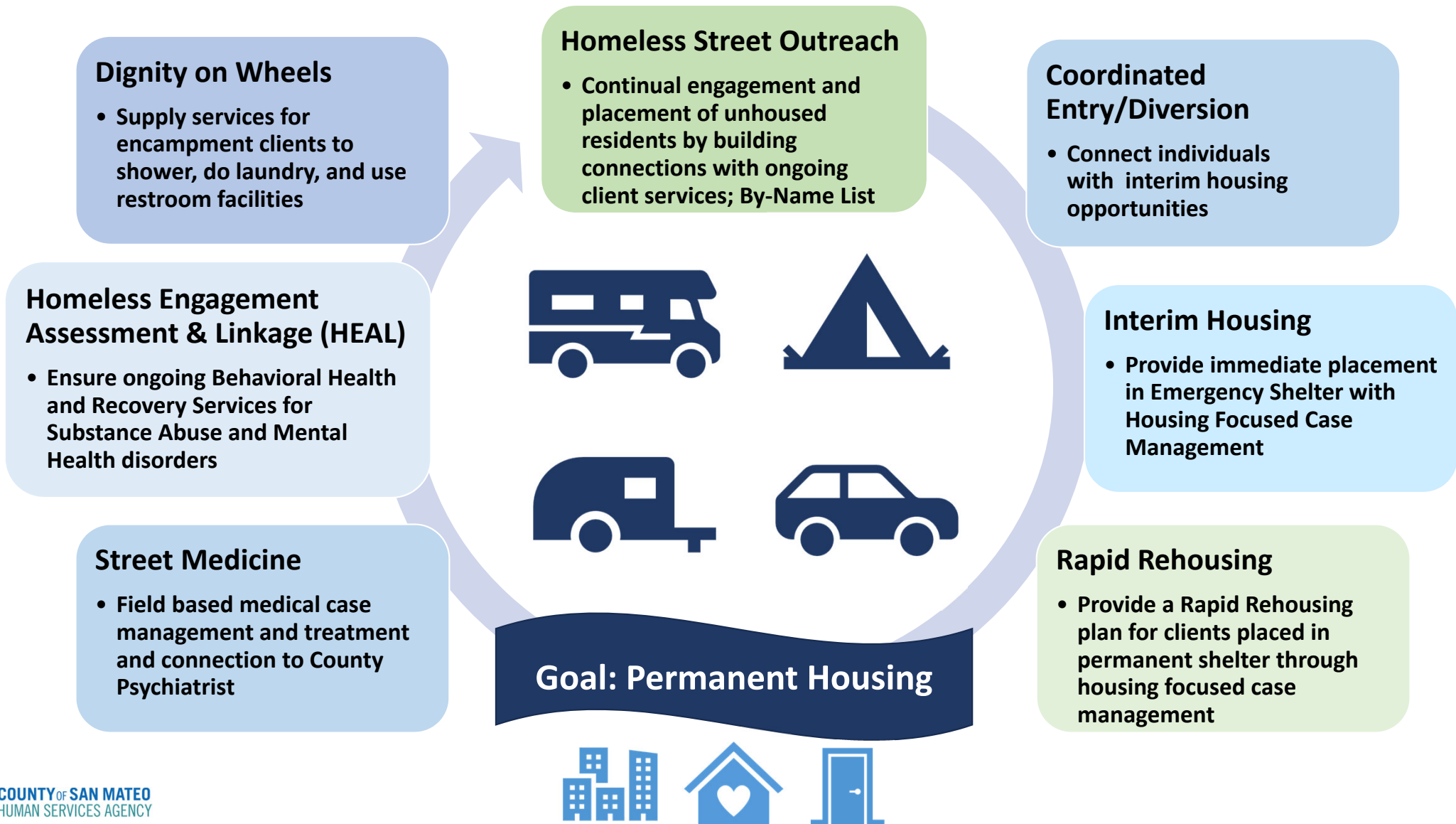
**P. Adjournment**

Mayor Combs adjourned the meeting at 9:28 p.m.

Assistant to the City Manager/ City Clerk Judi Herren

These minutes were approved at the City Council meeting April 29, 2025.





# Encampment Resolution Fund (ERF) Grant

Currently Engaged with Outreach Teams in Menlo Park

74

**ENGAGED  
HOUSEHOLDS**



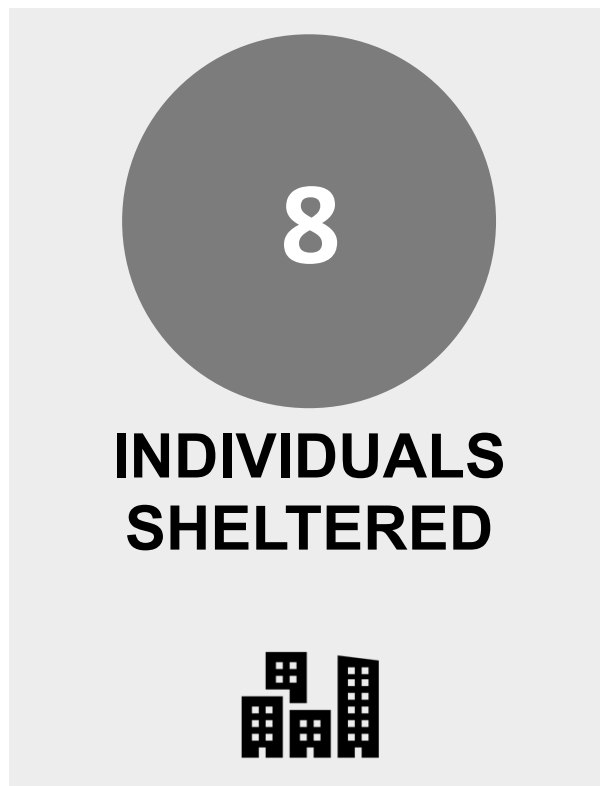
104

**ENGAGED  
INDIVIDUALS**



Data as of March 17, 2025

## ERF Outcomes in Menlo Park



Data as of March 17, 2025



## WeHOPE Outreach in Menlo Park

50 RV's

Challenge with assisting RV dwellers





Outreach Effort  
Build Trust and Rapport  
Ask Client how they want  
to be helped  
Identify their felt need  
then address deeper  
need  
Bring hygiene kits, snack  
bags, hot meals, dump  
vouchers, etc

LifeMoves



# **LifeMoves Outreach Team**

**Presenters: Lynette Reynoso  
Valerie Lomeli Barbara Flores, Sarah Fields**



# LifeMoves Outreach Teams

## What Do We Do?

The Outreach team connects with the hardest-to-reach and most vulnerable members of our community. We enter encampments, work under bridges, and engage clients near freeways—wherever we're needed.

Our team is out in the community rain or shine, hot or cold, serving as the boots on the ground and working in the trenches!

We take a holistic approach to serving our clients, tailoring case plans to support shelter requests, housing placement, substance use treatment, physical and mental health care, and income stability. We think outside the box to help clients overcome barriers to housing and reintegrate into society.





## **New Homeless Outreach Team (HOT) 2.0 program:**

### **New Homeless Outreach Team (HOT) 2.0 program:**

HOT 2.0 is divided into 4 regions and recently has expanded regional coverage throughout San Mateo County (SMC):

- Region 4 coverage: East Palo Alto, Menlo Park, Menlo Atherton and unincorporated areas
- Staffing consists of 2 Outreach Specialists (day/evening), 2 Outreach Case Managers, 1 Program Director, and 2 dispatchers (day/evening)

### **Encampment Resolution Funds (ERF) Program**

ERF LifeMoves program serves 19 of 26 ERF identified encampments throughout San Mateo County (SMC).

- Region coverage: Region 1(North County), 3 (Bayside), 4 (South County) & individuals housed
- Staffing consists of 4 Outreach Case Managers (1 Bilingual Spanish speaking Case Manager) and 1 Program Director.

### **Success story: 49 year old male.**

First enrollment into HMIS data base, October 29, 2019: LifeMoves Kaiser Outreach team. Housed December 2024



## Point of contacts

Sarah Fields - Director, Community Engagement & Public Affairs  
[sfields@lifemoves.org](mailto:sfields@lifemoves.org)  
858-254-1281

Valerie Lomeli- Encampment Resolution Funds Program Director  
[vlomeli@lifemoves.org](mailto:vlomeli@lifemoves.org)  
(650)533-5527

Lynette Reynoso- Region 4 (South County) HOT Program Director  
[lreynoso@lifemoves.org](mailto:lreynoso@lifemoves.org)  
(650) 315-6302

Barbara Flores- Associate Director of the Homeless Outreach Team  
[Bflores@lifemoves.org](mailto:Bflores@lifemoves.org)  
650.315.6507

**Thank you!**

**Questions?**





# CWCRT

COMMUNITY WELLNESS CRISIS RESPONSE TEAM

Crisis Co-Response | Menlo Park Police Department



# Crisis Response:

Crisis= Life Stressor > Available  
Coping Resources

1 Schools

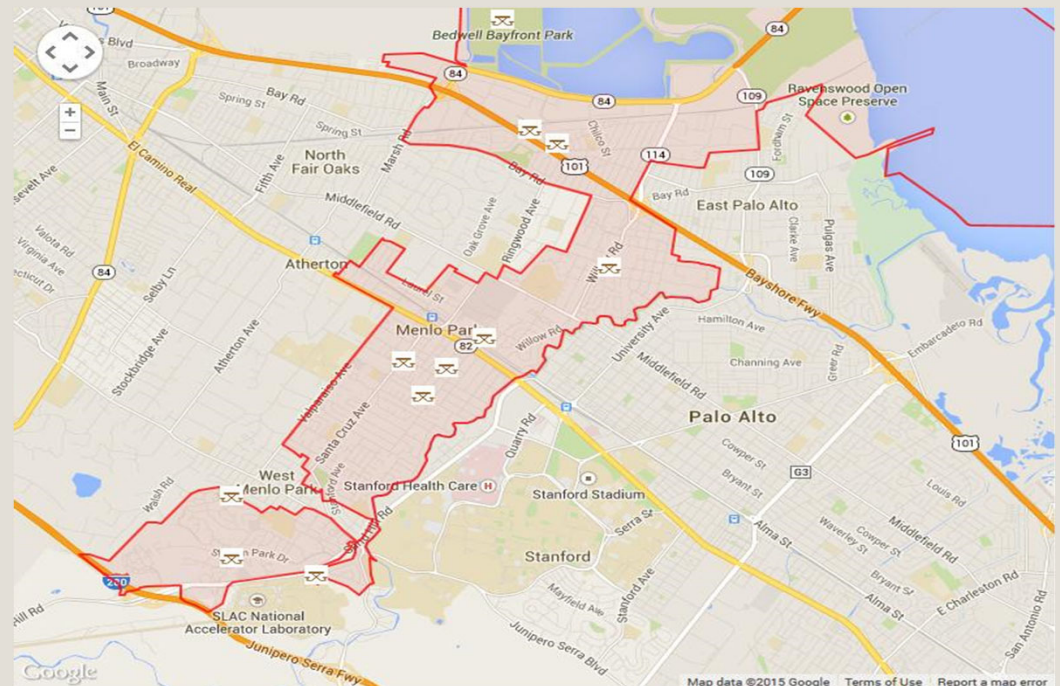
2 Unhoused Population

3 RVs

Connect to Resources

Reduce Strain on  
Emergency Services

Reduce recidivism





# Expanding the communitywide electrification program

Rachael Londer, Sustainability Manager



## Funding background

- State grant of \$4.5 million to be expended by June 2026 on communitywide electrification
- The City executed an agreement with Peninsula Clean Energy (PCE) electrify homes in Belle Haven

The flyer features a central illustration of a house with various energy-efficient appliances and systems labeled: INSULATION, COOLING SYSTEM, INDUCTION STOVE, ELECTRIC DRYER, WATER HEATER, COOLING SYSTEM & HEATING SYSTEM, and ELECTRIC PANEL. The text is as follows:

**Menlo Park Homeowners:  
Get a new heater/HVAC and  
upgraded home!**

The City of Menlo Park is working with Peninsula Clean Energy to provide new appliances, electric panel upgrades, and more to improve your family's health and comfort at home.

This program is available to low-income Menlo Park homeowners in Belle Haven. Funding is available for a limited time and all are encouraged to apply to verify eligibility.

**NEW APPLIANCES TO IMPROVE INDOOR AIR QUALITY!**

**Participation Requirements:**

- ✓ Be an active PCE residential customer.
- ✓ Be the legal owner of the residence.
- ✓ The residence must be a single-family home (up to a fourplex) with existing gas-fired equipment.
- ✓ Install at least one of either a heat pump water heater OR heat pump HVAC.

For questions, please call at (650) 330-6720 or email [sustainability@menlopark.gov](mailto:sustainability@menlopark.gov)

**FREE HOME IMPROVEMENTS FROM START TO FINISH**

- 1 Apply online  
  
<https://bit.ly/menloparkhomeupgrade>
- 2 Get a free home assessment
- 3 Choose your upgrades
- 4 Installation begins!

\*Funding for this program is made possible by the State of California.





## Home Upgrade Program background

- No-cost installation of the following measures for eligible homeowners:
  - Heat pump space heating/cooling
  - Heat pump water heater
  - Induction stove/electric oven and cookware
  - Electric dryer
  - Electrical remediation, if needed to electrify appliances
  - Minor energy efficiency and weatherization, if needed
  - Electric vehicle (EV) charging outlet



**Sign up:**

[Bit.ly/MenloParkHomeUpgrade](https://bit.ly/MenloParkHomeUpgrade)



## Outreach highlights

- Participation in community events and meetings
- Working with Climate Resilient Communities for canvassing and community engagement
- Collaborating with complementary programs
- Posting information in Belle Haven



City staff sharing information about Home Upgrade at the Housing Resource Fair, 2024



## Home Upgrade participation

Project status	Sept. 2024 – Feb. 2025
Scheduled home assessments	49
Completed home assessments	28
Signed participation agreements	13
Projects completed	4



Induction stove and electric oven installed in Karen Williams' home



## Review of potential options

Priority	Recommendation
1	Offer a matching rebate
2	Expand income eligibility to 120% of area median income (AMI)
3	Electrify the Belle Haven Child Development Center (BHCDC)
4	Increase marketing and outreach
5	Serve select rental properties
6	Provide rental electrification kits
7	Install residential solar and battery storage systems





## Home Upgrade Program enhancements

- Offer a matching rebate (priority #1)
- Expand income eligibility to 120% of area median income (priority #2)
- Increase marketing and outreach (priority #4)



Heat pump water heater and electric dryer



## Home Upgrade Program enhancements

- Serve select rental properties (priority #5)
- Install residential solar and battery storage systems (priority #7)





## New project options

- Electrify the Belle Haven Child Development Center (priority #3)



- Provide rental electrification kits (priority #7)





## Recommendation

Staff recommends that the City Council provide direction on program enhancements and new projects as prioritized by staff and the Environmental Quality Commission (EQC) outlined in this evening's presentation







# 2024 General Plan Annual Progress Report

Calvin Chan, Senior Planner

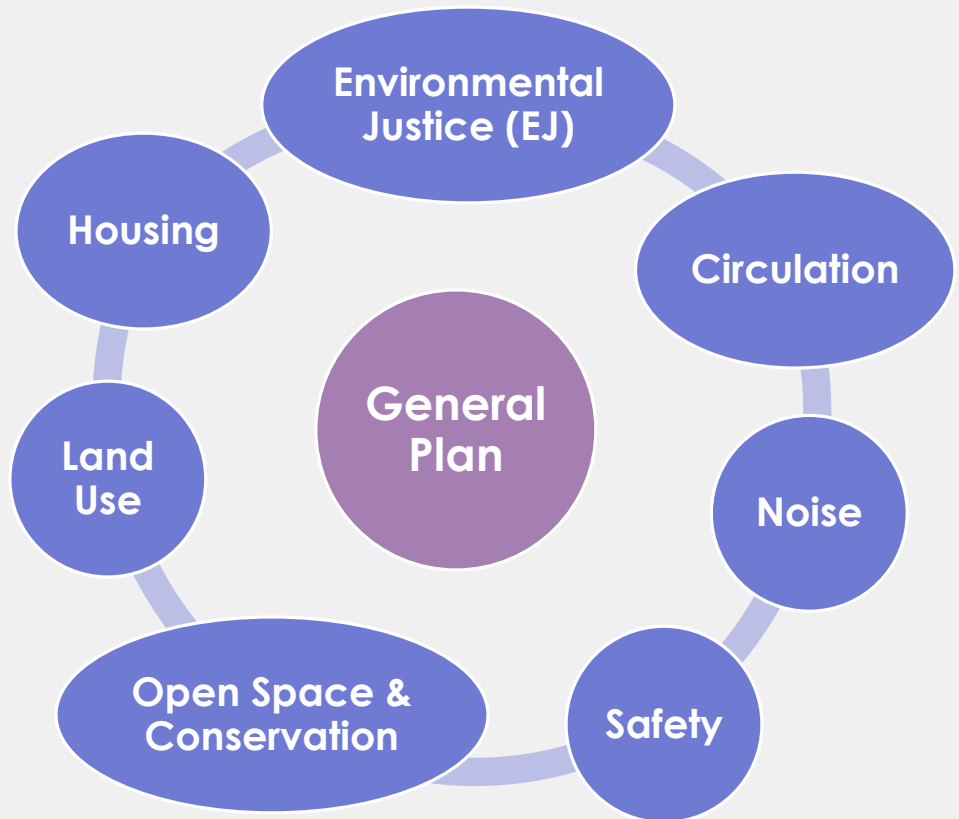
Tom Smith, Principal Planner

Deanna Chow, Community Development Director



## Background: Annual Progress Report (APR)

- General Plan: blueprint for meeting the community's long-term vision
- APR describes General Plan implementation
- Documents 2024 activities
  - Housing Commission review (March 5)
  - Planning Commission review (March 24)
- Submitted by April 1<sup>st</sup>





## **Planning Commission Mar. 24 Meeting Motion**

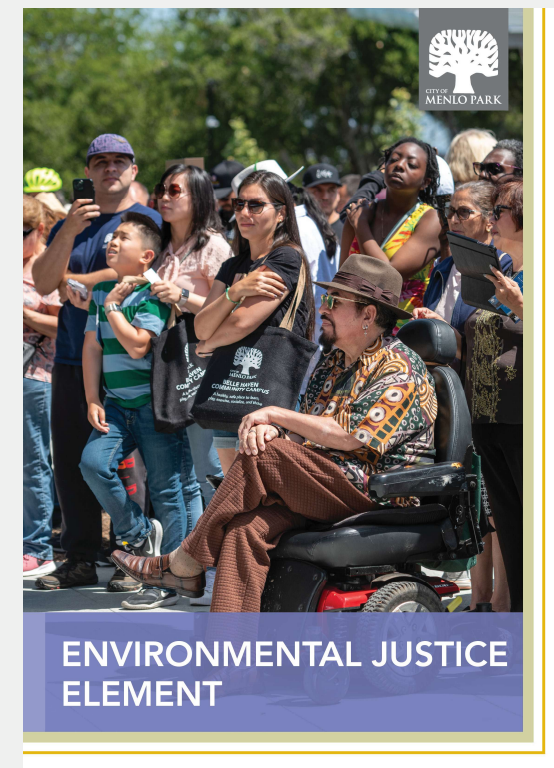
“The Planning Commission recommends the City Council accept the 2024 General Plan Annual Progress Report (APR), which includes the Housing Element and Environmental Justice Element, with an important note that while Menlo Park should be proud of our status as one of the few jurisdictions in California to technically produce sufficient housing, that fact should not decrease the urgency with which our City must keep attacking the challenge of housing production, because the details of our current trajectory are not enough to give us confidence that the City’s current approach will ultimately meet the state’s RHNA [Regional Housing Needs Allocation] requirements, much less the spirit stated in of our City’s housing element.”





## Housing Element APR & EJ Element APR

- Housing Element APR tracks status of implementing the 2023-2031 Housing Element
- EJ Element Action Guide update tracks progress implementing EJ Element





## Housing Element Implementation Highlights

- Partnering with non-profits to provide housing rehabilitation
- Developing an Anti-Displacement Strategy with HEART SMC
- Conducting outreach and sharing housing resources
- Supporting healthy indoor environments
- Collaborating with nonprofits and supporting veterans



Oak Gardens groundbreaking, Feb. 2025



## Housing Production

	Very Low	Low	Moderate	Above Moderate	Total New Housing Units
<b>6<sup>th</sup> Cycle RHNA Allocation</b>	<b>740</b>	<b>426</b>	<b>496</b>	<b>1,284</b>	<b>2,946</b>
<b>2024 New Units</b>	<b>81</b>	<b>31</b>	<b>26</b>	<b>38</b>	<b>176</b>
<b>Total New Units (June 2022-Dec. 2024)</b>	<b>118</b>	<b>99</b>	<b>116</b>	<b>718</b>	<b>1,051</b>
<b>Percent Complete</b>	<b>15.9%</b>	<b>23.2%</b>	<b>23.4%</b>	<b>55.9%</b>	<b>35.7%</b>
<b>Remaining RHNA Units</b>	<b>622</b>	<b>327</b>	<b>380</b>	<b>566</b>	<b>1,895</b>





# EJ Element Implementation Highlights

## Priority #1

Provide safe, sanitary, and stable homes

## Priority #2

Promote access to high quality and affordable food

## Priority #3

Reduce pollution exposure and improve air quality





## EJ Element Implementation Highlights

- Established EJ Element Implementation Fund
- Developing Anti-Displacement Strategy
- Outreach events with resources for providing safe, sanitary, and stable homes
- Climate Action Plan implementation with air quality education and outreach



2024 Love Our Earth Festival





## EJ Element Implementation Highlights

- Planting new trees along US-101 sound walls and in Belle Haven
- Providing equitable access to Belle Haven Community Campus (BHCC) programs
- Completing Belle Haven Traffic Calming Project
- Launching EJ Element webpage



Front terrace at BHCC



# New webpage: [menlopark.gov/EJElement](https://menlopark.gov/EJElement)

## Environmental Justice (EJ) Element

In 2024, following three years of community outreach and engagement with a focus on meeting people where they are and empowering the voices of Menlo Park's underserved Belle Haven and Bayfront communities, the City of Menlo Park adopted its first General Plan Environmental Justice (EJ) Element.

Through an inclusive, intentional, and equitable planning process with over 15 outreach and engagement events, and additional digital outreaches over a span of three years, the Menlo Park community together created an action-oriented plan that is intended to evolve with and for the community over time.

The community identified three top priorities for advancing EJ: Priority #1: Provide Safe, Sanitary, and Stable Homes; Priority #2: Promote Access to High Quality and Affordable Food; and Priority #3: Reduce Pollution Exposure and Improve Air Quality. The City looks forward to continually engaging and working with the community to implement the community-identified priorities and actions, which better positions Menlo Park for a stronger, more resilient, and equitable future.

[Click here to view the Environmental Justice Element](#)

Click on the priority tiles below to learn more about highlighted goals, policies, programs, and action items to advance EJ, described below:

- **Goals:** Broad actions to pursue to work toward EJ
- **Policies:** Focused principles to guide decision-making
- **Programs:** Precise steps to further policies and goals
- **Action Items:** Additional details from community-based feedback on preferred methods to fulfill programs

**Priority 1: Provide safe, sanitary, and stable homes**

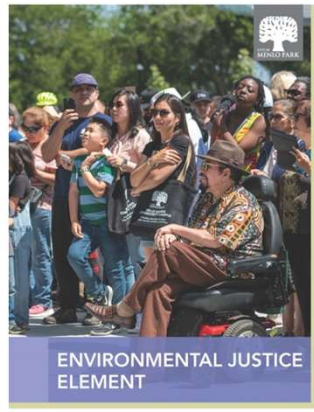
EJ Element Goal 5

**Priority 2: Promote access to high quality and affordable food**

EJ Element Goal 4

**Priority 3: Reduce pollution exposure and improve air quality**

EJ Element Goal 2



Click on the priority tiles below to learn more about highlighted goals, policies, programs, and action items to advance EJ, described below:

- **Goals:** Broad actions to pursue to work toward EJ
- **Policies:** Focused principles to guide decision-making
- **Programs:** Precise steps to further policies and goals
- **Action Items:** Additional details from community-based feedback on preferred methods to fulfill programs

**Priority 1: Provide safe, sanitary, and stable homes**

EJ Element Goal 5

**Priority 2: Promote access to high quality and affordable food**

EJ Element Goal 4

**Priority 3: Reduce pollution exposure and improve air quality**

EJ Element Goal 2

See the EJ Element Action Guide drop down menu below for the full matrix of all EJ Element goals, policies, programs, and action items.

**What is Environmental Justice?**



**EJ Element Action Guide**



**Project History**



**Contact us**



Share     



## **Other General Plan Elements Implementation Highlights**

- **Safety Element:** Emergency and disaster preparedness events and training (English and Spanish), heat relief through three cooling centers
- **Circulation Element:** Vision Zero Action Plan to eliminate traffic fatalities; Safe Routes to School Program; Belle Haven Traffic Calming Project
- **Noise Element:** Planting of trees along sound walls and alternative pavement options
- **Open Space/Conservation Element:** Climate Action Plan 2025-2030 actions to achieve carbon neutrality by 2030; coordination with other agencies on opening of Flyway Trail and other open spaces





# Recommendation

Adopt resolution  
accepting the 2024  
General Plan APR



City of Menlo Park staff, 2024