



REGULAR MEETING MINUTES

Date: 7/8/2025
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 Combs called the meeting to order at 6:01 p.m.

B. Roll Call

Present: Combs, Nash, Schmidt, Wise
Absent: Taylor
Staff: City Manager Justin Murphy, Assistant City Attorney Mary Wagner, Assistant City Manager Stephen Stolte, Assistant to the City Manager/City Clerk Judi A. Herren

C. Agenda Review

Staff reordered the agenda bringing item H1. before the study sessions.

D. Public Comment

- Lucey Bowen requested the publication of a proclamation recognizing Constitution Week from Sept. 17 – 23.
- Michael Fero spoke in support sustaining the Belle Haven pool and providing resources and financial support for Team Sheeper for pool services.
- Sachi Blue-Smith spoke in support of sustaining the Belle Haven pool and providing resources and financial support for Team Sheeper for pool services.
- Bill Kirsch spoke in support of supporting the current pool operator, Team Sheeper.
- Jocelyn Anaya Galvan and Brian Schmidt introduced Jocelyn as the new Menlo Spark Outreach and Marketing Coordinator.
- Jenny Michel spoke in support of disability pride month and affordable housing on Downtown Parking Plazas and in opposition of the proposed ballot measure.
- Elizabeth Flegel spoke in support of the current pool operator, Team Sheeper.

E. Presentations and Proclamations

E1. Proclamation: Park and Recreation Month (Attachment)

Mayor Combs introduced the proclamation (Attachment).

Parks and Recreation Commission Chair Wonman Lee accepted the proclamation.

E2. Presentation: California Parks and Recreation Society's (CPRS) Award of Excellence in Design

Secretary/Treasurer of the Board of Directors and the Award Committee Chair Leah Martinez presented the award.

Library and Community Services Supervisor Tricia Mullan accepted the award.

E3. Presentation: West Bay Sanitary District recycled water update

West Bay Sanitary District General Manager Sergio Ramirez and Woodard & Curran Project Manager Dave Richardson made the presentation (Attachment).

F. Consent Calendar

F1. Accept the City Council meeting minutes for May 27 and June 10, 2025 (Attachment)

F2. Award a construction contract to Bay Area Lightworks, Inc. for the High Voltage Streetlight Conversion project and approve an appropriation of \$586,000 from the unassigned fund balance in the General Capital Improvement Fund (Staff Report #25-102-CC)

- Dashiell Leeds spoke in support of dark sky techniques inclusion in the project.

The City Council received clarification on dark sky techniques compared to city standards.

The City Council directed staff to review dark sky techniques for recommendation to City Council to consider future policy direction to include them in city standards.

ACTION: Motion and second (Wise/ Combs), to approve the consent calendar, passed 4-0-1 (Taylor absent).

H. Regular Business

H1. Authorize the city manager to execute and make minor modifications as needed to the first amendment to the lease agreement for City property at 802 Middle Ave. and provide direction on the framework for considering a longer-term lease (Staff Report #25-105-CC)

Deputy City Manager Nikki Nagaya made the presentation (Attachment).

- Shannon Feehan spoke in support of a 10-year lease at the current terms for the Menlo Atheron Coop Nursery School (Coop).
- Penny Atkins spoke in support of a lease for the Coop.
- Corey Binns spoke in support of a lease for the Coop.
- Aidin Aghamiri spoke in support of a lease for the Coop.
- Ward Bullard spoke in support of a lease for the Coop.
- Kristy Roos-Taylor spoke in support of a long-term, minimum 10-year, lease for the Coop.
- Stacy Miles Holland spoke in support of a 10-year lease with the current terms for the Coop.
- Kanishka Maheshwari spoke in support of a 10-year lease with the current terms for the Coop.
- Katie Davis spoke in support of a 10-year lease with the current terms for the Coop.
- Steve Franklin spoke in support of a lease for the Coop.

- Barbara Nguyen spoke in support of a 10-year lease with the current terms for the Coop.
- Gracie and Jack Bullard spoke in support of a lease for the Coop.
- Liz McCabe spoke in support of a long-term lease with the current terms for the Coop.
- Kate Piper spoke in support of a long-term lease with the current terms for the Coop.
- Pamela Sperli spoke in support of a long-term lease with the current terms for the Coop.
- Si Wilber spoke in support of a lease for the Coop.
- Marshall Haines spoke in support of a lease for the Coop.
- Brian Muramatsu spoke in support of a long-term lease with the current terms for the Coop.
- Jenny spoke in support of a 10-year lease with the current terms for the Coop.
- Jane Kershner spoke in support of a long-term lease with the current terms for the Coop.

The City Council took a recess at 8:07 p.m.

The City Council reconvened at 8:19 p.m.

The City Council received clarification on nonprofit lessees' rates, square footage costs, facility maintenance, how the original construction was funded, recent building repairs and responsibility and for-profit and nonprofit leases.

The City Council discussed the proposed term of lease amendment; pursuing a longer-term lease; the Coop's summer programs, playground use, and parent education program; the timeline for negotiations with the Coop; and fiduciary responsibility of the city.

The City Council directed staff to include opening the playground during Coop closed hours into the new lease, and requested the Coop make available the parent education program to members of the community who are not members of the school. The City Council also directed staff to return in a future study session for policy direction on leases for city property.

ACTION: Motion and second (Schmidt/ Combs), authorize the city manager to execute a new lease agreement, as approved to form by the city attorney, for City property at 802 Middle Ave. between the City of Menlo Park and tenant Menlo-Atherton Cooperative Nursery School for a term of 10-years at \$1 per year using an updated lease template, playground open during coop closed hours, passed 3-1-1 (Nash dissenting and Taylor absent).

G. Study Session

- G1. Provide direction on design and improvements for public plaza in closed portion of Santa Cruz Avenue along the 600 block (Staff Report #25-103-CC)

Assistant City Manager Stephen Stolte made the presentation (Attachment).

- Radmila Popovich spoke in support of accessibility and inclusion for the space, accessible seating and sensory accommodations.
- Virginia Chang Kiraly spoke in support of safety considerations for the project.
- Gage Schlice introduced himself as the new Menlo Park Fire Protection District (MPFPD) Fire Marshall and spoke in support of working with staff on safety and vision for the project.
- Jenny Michel spoke in support of revitalizing downtown, plenty of seating, shade, lighting, local art and additional bike racks.

The City Council received clarification on curbs and street grade.

The City Council discussed ground art/murals, play/public art objects, outreach plan that includes stakeholders such as disabled visitors, youth, school districts, MPFPD, and local businesses, improvements that require minimal upkeep, accessibility within the space, safety of design elements, concerns about wood structures/seating, additional bike parking, swapping locations of stage and children's play area, no access to El Camino Real signage and a timeline for returning to City Council.

- G2. Provide direction on potential options for local amendments to the California Building Standards Code (Staff Report #25-104-CC)

Management Analyst II Ori Paz made the presentation (Attachment).

- John McKenna spoke in support of the proposed amendments including Option C.
- Brian Schmidt spoke in support of the proposed amendments including Option C.
- Jocelyn Anaya Galvan spoke in support of the proposed amendments including Option C.
- Dashiell Leeds spoke in support of the proposed amendments including Option C.
- Bruce Naegel spoke in support of the proposed amendments including Option C.
- Angela Evans spoke in support of the proposed amendments including Option C.

The City Council received clarification on flex path versus pre-wiring projects, approvals required and timelines for flex path amendments, costs for a project and permits after adoption of Options A and B and incentives, rebates, tax credits and financing.

The City Council discussed the costs for residents incurred after adoption of the amendments.

The City Council directed staff to pursue Options A and B and consider Option C and returning local amendments in August.

ACTION: By acclamation, the City Council extended the meeting past 11 p.m.

H. Regular Business

- H2. Consider and adopt a resolution to amend the salary schedule effective July 27, 2025, and resolutions to approve side letters of agreement with the Service Employees International Union Local 521 and the American Federation of State, County and Municipal Employees Local 829 to incorporate these salary schedule changes and appropriate additional funds (Staff Report #25-106-CC)

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

The City Council received clarification on salary cost and grant reimbursement related to the Belle Haven Child Development Center.

ACTION: Motion and second (Nash/ Wise), to adopt the following resolutions to amend the City's salary schedule and classification plan and appropriate the associated funding:

1. Adopt a resolution to amend the City of Menlo Park salary schedule to add four new classifications and amend the salary for eleven existing classifications and one temporary position;

2. Adopt a resolution to approve a side letter of agreement with the Service Employees International Union, Local 521 (SEIU) to amend Appendix A of the memorandum of understanding (MOU) to reflect the classification, unit and salary schedule amendments; and
3. Adopt a resolution to approve a side letter of agreement (Attachment C) with the Association of Federation of State, County and Municipal Employees, Local 829 (AFSCME) to amend Appendix A of the MOU to reflect the classification, unit and salary schedule amendments.
4. Appropriate an additional \$192,569 from the General Fund unassigned fund balance in the fiscal year 2025-26 budget,
passed, 4-0-1 (Taylor absent).

I. Informational Items

- I1. City Council agenda topics: August 2025 (Staff Report #25-107-CC)
- I2. City Council fiscal year 2025-26 work plan (Staff Report #25-108-CC)

The City Council received clarification on the opening of the economic development manager position.

- I3. City Council meeting transportation, location, interpretation and translation services (Staff Report #25-109-CC)
 - Pam D. Jones spoke in support of continuing efforts towards the Environmental Justice Element.

J. City Manager Report

City Manager Murphy reported out on the next City Council meeting Aug. 12 and commencement of the summer concert series.

K. City Councilmember Reports

Vice Mayor Nash reported out on the Peninsula Clean Energy (PCE) meeting,

L. Adjournment

Mayor Combs adjourned the meeting at 11:21 p.m.

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

These minutes were approved at the City Council meeting August 12, 2025.

Proclamation

PARKS AND RECREATION MONTH JULY 2025

WHEREAS, parks and recreation are an integral part of the Menlo Park community, promoting wellness, belonging, togetherness, and celebration while improving physical and mental health for residents of all ages and walks of life; and

WHEREAS, park and recreation programming and education activities, such youth sports, summer and afterschool enrichment, and extracurricular activities, are critical to childhood development; and

WHEREAS, parks and recreation encourage physical activities by providing space for sports, hiking, swimming, skating, celebrating, and many other activities designed to promote active lifestyles; and

WHEREAS, parks and recreation increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

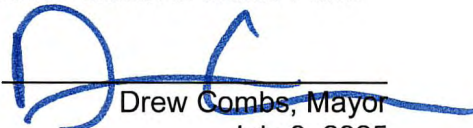
WHEREAS, parks and recreation are essential and adaptable infrastructure that help our communities be resilient in the face of natural disasters and climate change; and

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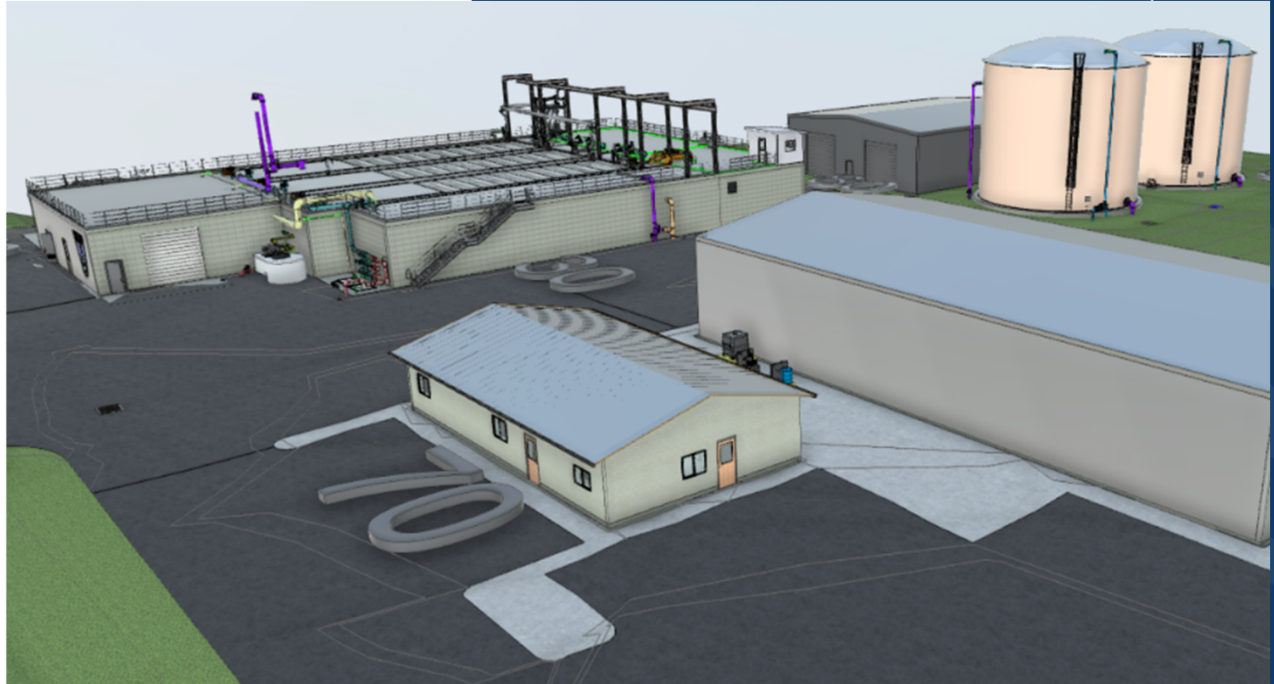
WHEREAS, parks and recreation professionals foster a sense of belonging in their community by providing welcoming and inclusive programs, essential services for all ages and abilities, and safe, accessible spaces to build meaningful connections; and

WHEREAS, the City of Menlo Park appreciates the dedicated efforts of the Parks and Recreation Commission, the Youth Advisory Committee, City staff, community volunteers, and residents across our City to support, maintain, and visit our parks and recreation system for all community members to benefit from;

NOW, THEREFORE, BE IT PROCLAIMED, that I, Drew Combs, Mayor of the City of Menlo Park, on behalf of the City Council and City, do hereby proclaim and celebrate July 2025 as Parks and Recreation Month in Menlo Park.


Drew Combs, Mayor
July 8, 2025





Bayfront Recycled Water Facility Update

Sergio Ramirez
General Manager, WBSD
July 8, 2025



West Bay Sanitary District and Recycled Water

- History of the Bayfront Recycled Water Facility site
- Collaboration between WBSD and City of Menlo Park
- Current design and construction of the Bayfront RWF
- Recycled Water Customer Base
- Next Steps



West Bay Sanitary District

- Wastewater collection and conveyance services for the City of Menlo Park, Atherton, and Portola Valley, and areas of East Palo Alto, Woodside and unincorporated San Mateo and Santa Clara counties
- Owner/Operator of 0.5 mgd capacity Recycled Water Facility at Sharon Heights Golf & Country Club (SHGCC)



West Bay Sanitary District Service Area

Recycled Water – Definition and Use

- Recycled Water is reclaimed wastewater that is treated to standards established by Title 22 of the California Code of Regulations
- WBSD's existing and future facilities produce tertiary recycled water – the highest level of treatment defined by Title 22
- Allowable uses include irrigation, industrial processes, impoundments (recreational, aesthetic), cooling systems and dual-plumbed facilities (e.g. toilet flushing)



Bayfront Site and Project History

Menlo Park
Sanitary
District
created



1902

Construction of
MPSD WWTP

~1940

1981

MPSD WWTP
Decommissioned
to join regional plant

Name Changed:
West Bay Sanitary District

Menlo Park
Adopts M-2
Zoning
(ConnectMenlo)

2016

2017

Sharon Heights
RW Facility
Construction

Bayfront
Recycled Water
Feasibility Study

2019

2023

Bayfront RW
EIR Adopted
(Treatment and
Distribution)

RFP for Design-
Build Issued

2024

**Began
Construction
of Bayfront
RWF**

Bayfront
RWF
Complete



2027



West Bay & Menlo Park: Collaboration

Sharon Heights Golf & Country Club - Recycled Water Facility

A public/private partnership for a new recycled water facility, pump station and pipelines, with City partnering in permitting and construction review; saving over 50 million gallons of potable water each year.

Recycled Water Purveyorship

City designates West Bay as the recycled water purveyor in the Bayfront Area (Phase 1) of the Menlo Park Service Area. This does not include Cal Water service area.

Bayfront/Belle Haven

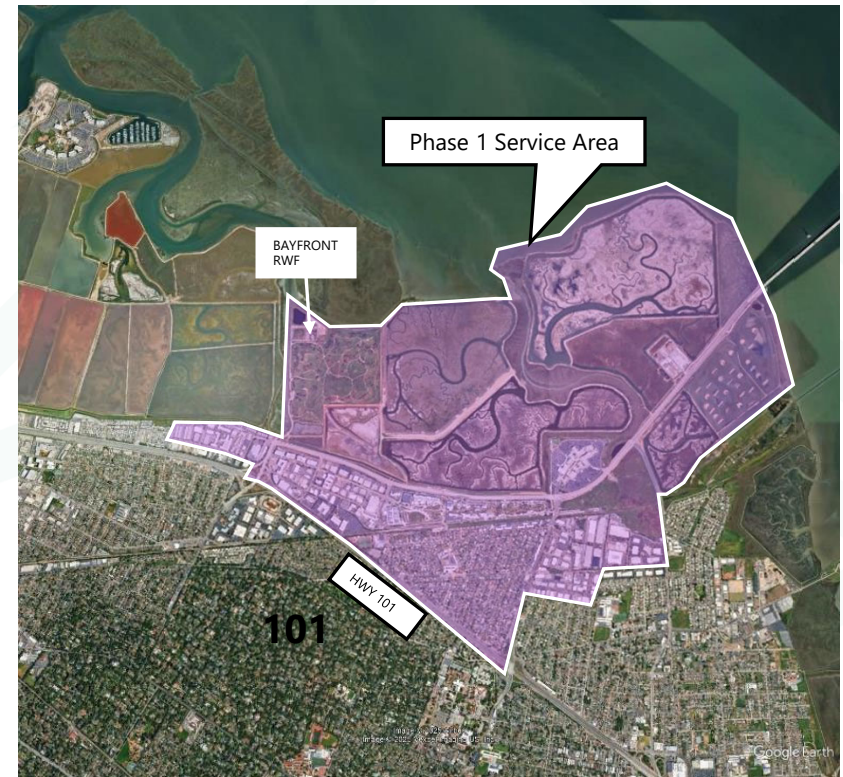
Collaboration between City and West Bay for recycled water pipeline to Belle Haven Community Campus (dual plumbed and permitted.)

META

Willow Village positioned as the anchor customer for Bayfront system. Cost share agreement 40% of initial project management. (Willow Village "Conditional Development Permit" requires West Bay coordination)

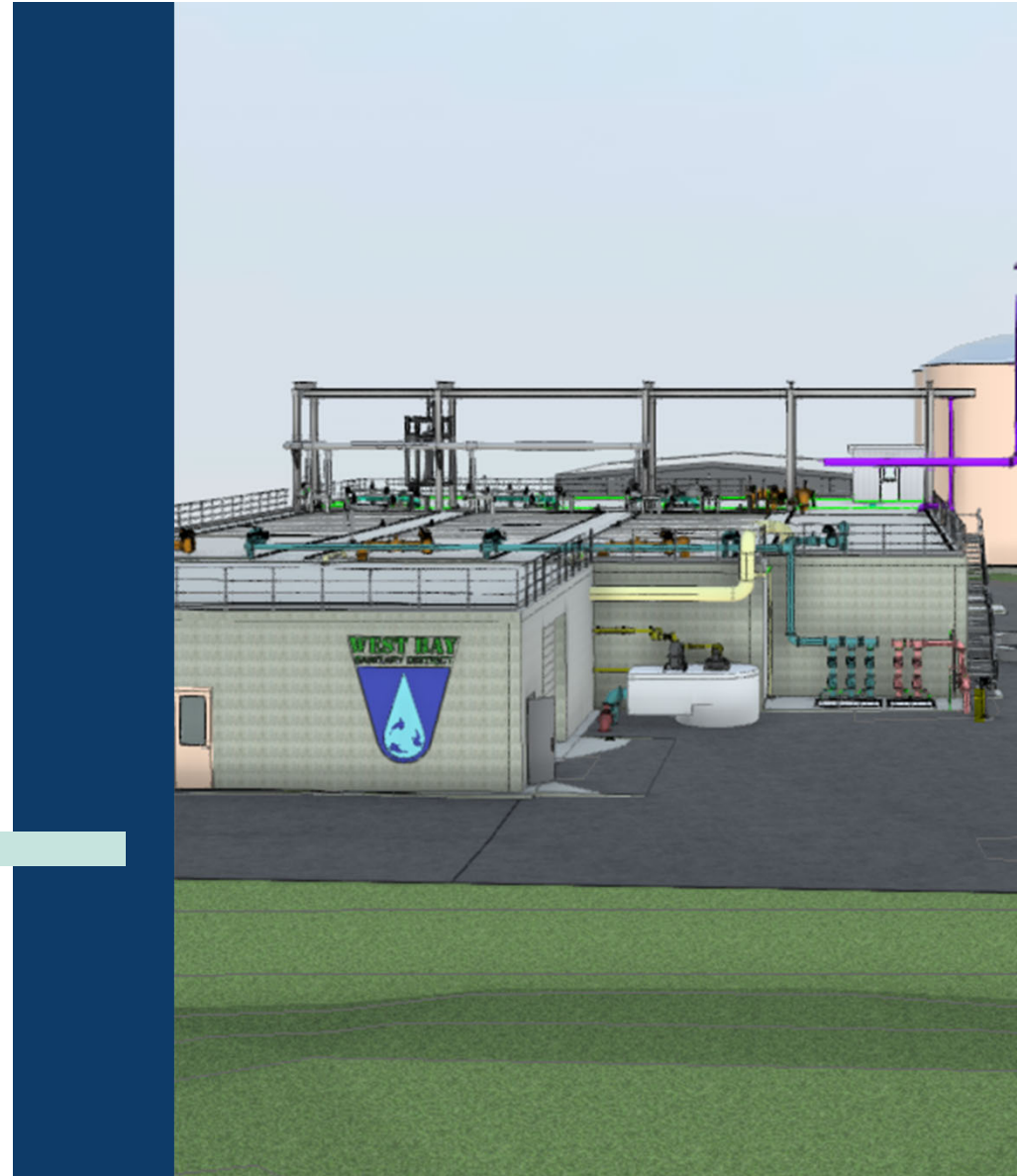
City Adopts Necessary Ordinances to Require RW

City adopted green and sustainable building requirements for ConnectMenlo/Bayfront in 2016 which require piping for recycled water (ex. irrigation, dual-plumbing)



Bayfront RWF Design and Construction

Dave Richardson
Project Management Team
Woodard & Curran



Bayfront Recycled Water Project (Phase 1)



Construction: Protecting the Site



Westpoint
Slough

The District invested in a Vertical and Ecotone levee to protect the Bayfront site.



Recycled Water Facility Status

DESIGN



Status:

- ✓ 50%-100% Complete (varies by component)



BUILD



Status:

- ✓ Demolition
- ✓ Grading
- ✓ Pile Foundations
- ✓ Below grade utilities
- Process structures underway

RWF Construction: 9 months of Progress



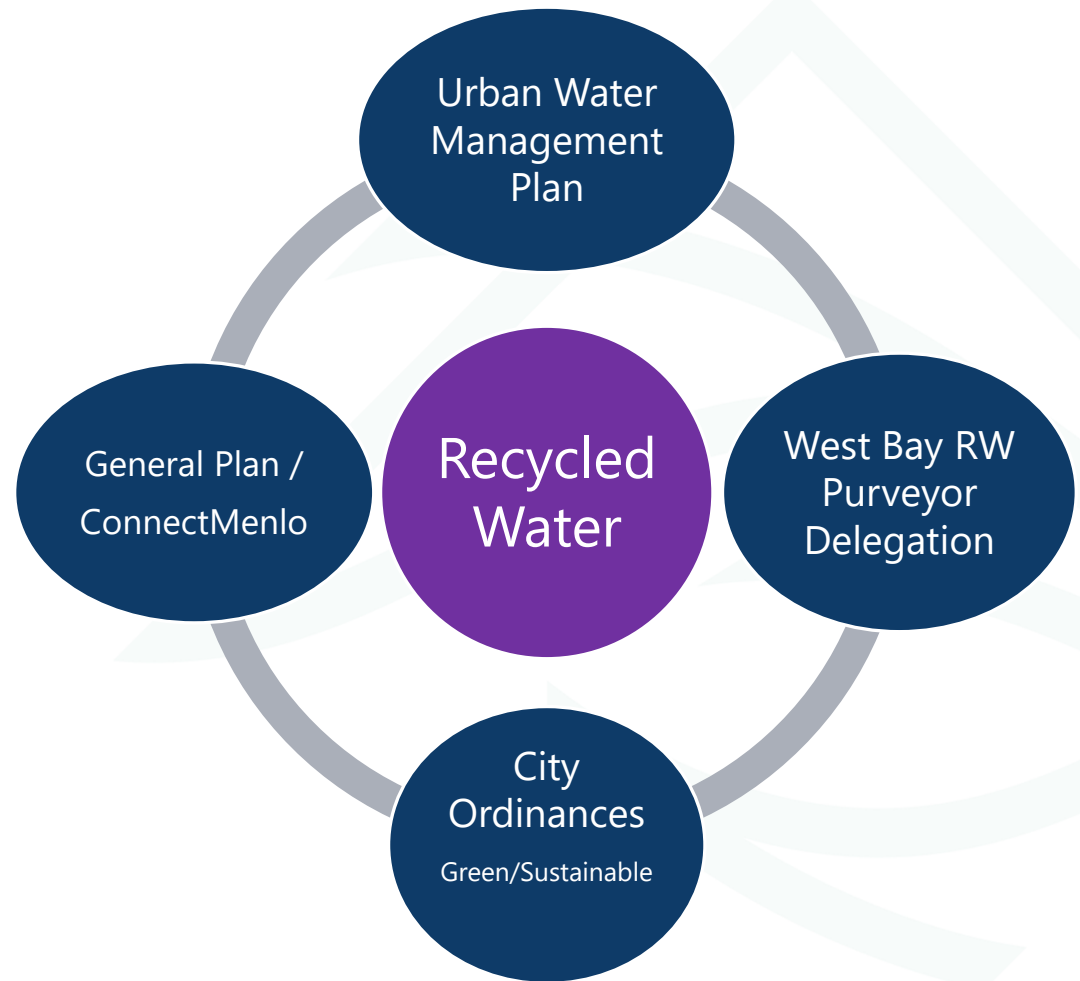
New treatment structures are rising at the Bayfront site.



Recycled Water Customer Base



Expanding Recycled Water Use in Menlo Park Supports City's Vision



Distribution System

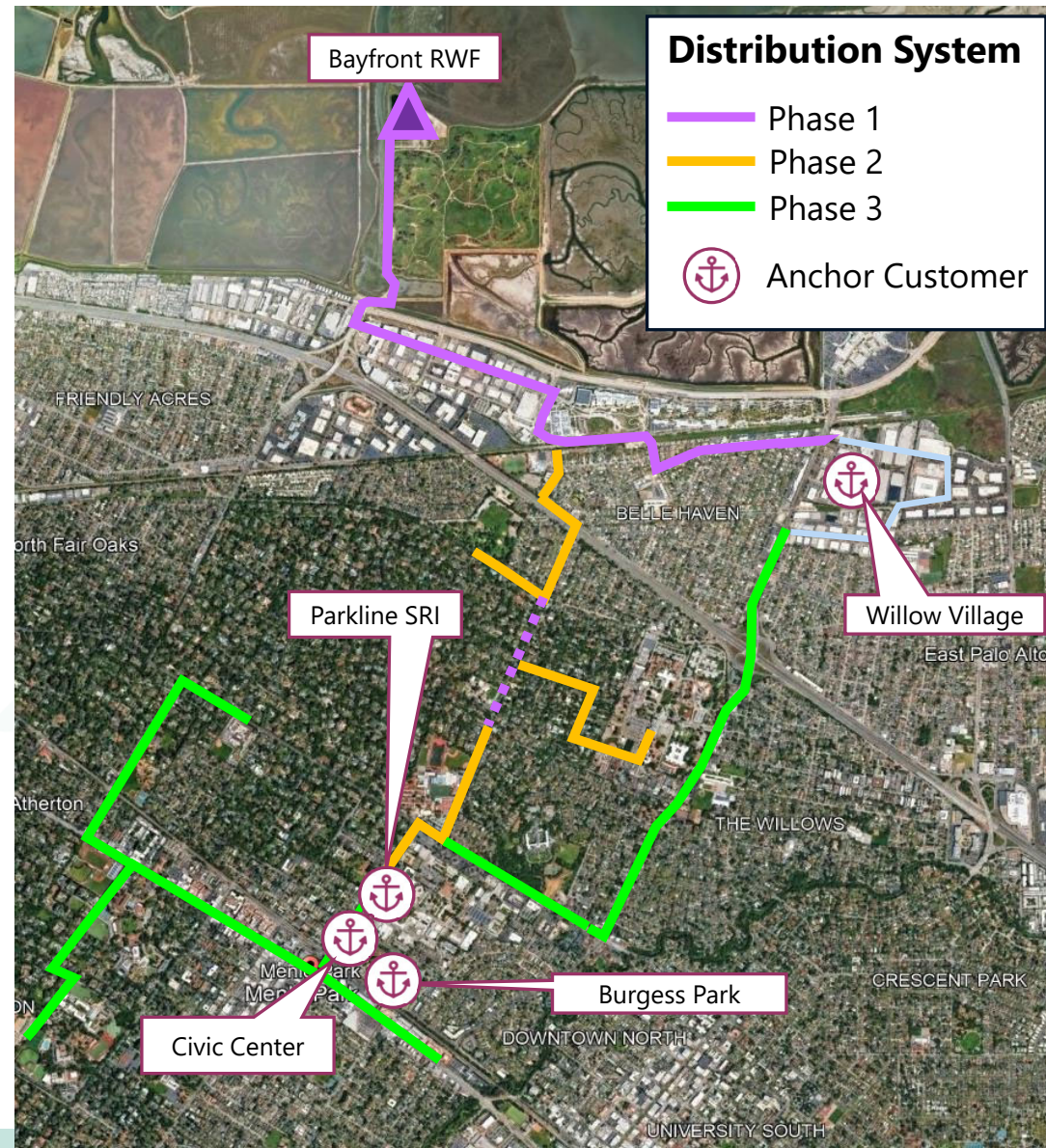
- To support Anchor Customers

Funding Sources:

Most funding is provided by the State Revolving Fund (User assurances are required)

Other funding:

- *Contributions in Aid of Construction*
- *RW Connection Fees and/or Capital Surcharge Fees*
- *Existing water users could participate in SRF repayment*



Next Steps

- Complete Phase 1 Construction (ongoing)
- Funding
 - Develop user agreements for anchor customers
 - Complete Final Budget Agreement (FBA) with State
- Continued collaboration with Agencies
 - Permitting
 - Utilities / Backup Water Supply
 - Ordinance updates
 - Coordination on RW to remaining service area (Burgess Park and Civic Center)





Thank you.

<https://www.westbaysanitary.org/recycled-water>



802 Middle Ave. Lease

Nikki Nagaya, Deputy City Manager



Site and occupancy overview

- Menlo-Atherton Cooperative Nursery School
 - Operating 70+ years, 60+ years in Nealon Park
 - Partnership with City
 - Serves children 21 months to approx. 5 years
 - Tuition ranges from \$600-\$1900 per child per term (3 terms per year)
 - 87% of families enrolled are Menlo Park residents



Lease Extension

- Most recent lease executed in 2000 for 20 years
- 5-year extension executed in 2020, expiring Aug. 31, 2025
- Authorize execution and ability to make minor modifications to the first amendment to the lease agreement
 - One year extension and minor maintenance clarifications
 - Allows comprehensive update to city's template lease agreement



Direction on longer-term lease

- Seeking City Council direction on possible long-term lease considerations:
 - Process
 - Competitive process or exclusive negotiations
 - Any specific considerations to include
 - Term
 - Existing leases range from 3 to 55 years, plus optional extensions
 - Other comparable sites summarized on next slide
 - Staff recommends a more standard term for this and future leases (5-10 years, with option of two 2-5 year extensions)
 - Payment
 - Market rate or reduced to account for investment in construction and maintenance
 - Corollaries to cost recovery policy: Low, Medium, or High recovery



Overview of comparable lease terms

Tenant Site	Year effective	Term	Extensions	End date
Menlo Atherton Coop Nursery School 802 Middle Ave. at Nealon Park	2000	20 years	5 years	Aug. 31, 2025
BuildingKidz 409 Willow Rd. at Willow Oaks Park	2017	5 years	n/a	Month-to-month
Peninsula Volunteers Little House at Nealon Park	2014	20 years	None	Jan. 31, 2035
Peninsula Volunteers Rosener House at Jack Lyle Park	2001	25 years	10 years	July 1, 2026 (+opt. 2036)
Boys & Girls Club 400 Market Pl.	1998	25 years	10 years	June 30, 2033



Payment

- Non-profits and tenants with significant investment in construction, maintenance or preservation of facility traditionally have been discounted.
- Consider the corollary to cost recover policy

Level	Benefits	Description	Costs recovered
Low	Community-wide	Youth programs or activities enhancing health, safety and livability. Reduce costs to reduce barriers to participation.	0-30%
Medium	Both	Recover costs but not overhead	30-70%
High	Individual	Promote full utilization of parks and recreation facilities. Recover costs and overhead.	70-100%



Recommended action and direction

- Authorize execution and ability to make minor modifications to the first amendment to the lease agreement
- Provide direction on longer-term lease framework
 - Process
 - Term
 - Payment



Questions?

The **600**
BLOCK

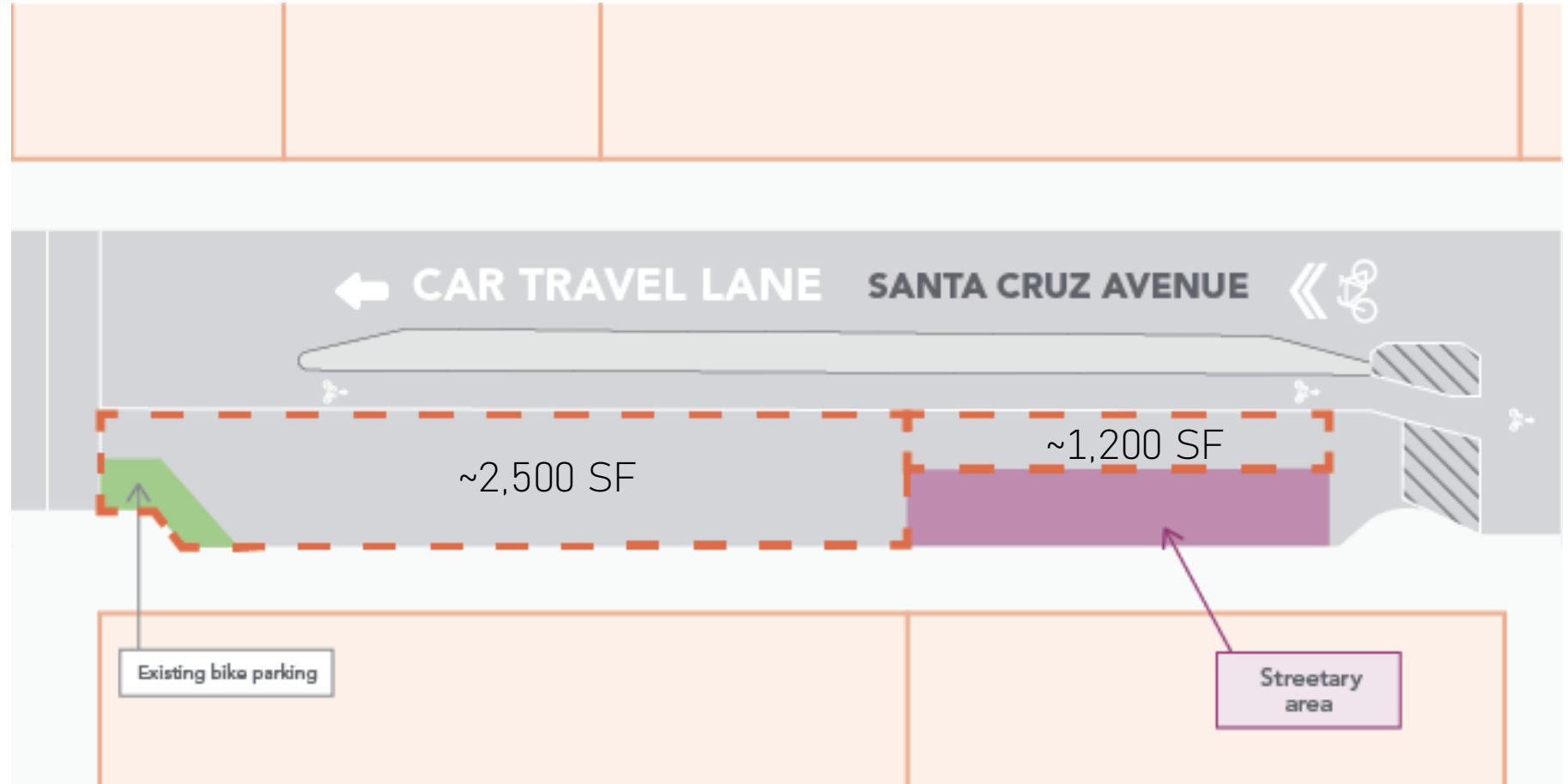
Menlo Park Public Plaza Concepts

JULY 8TH, 2025 CITY COUNCIL
MEETING

M-GROUP
— a new design on urban planning —

The Site

**The 600
BLOCK**



Design Goals

- Safety
- Creative, artistic design
- Contributing to a sense of place
- Sustainability & Cost Effectiveness
- Welcoming space for all users & all ages
- Low maintenance furnishings, finishes & landscaping
- Increased activation of the space, add to the vitality of downtown
- Sense of permanence but fairly easy to remove, if necessary, in the future

Public Plaza Uses (program)

- Outdoor public open space
- Variety of sitting areas
- Eating/Drinking
- Meet-up/gathering space
- Children's play area
- Area for live music
- People watching
- Farmers' market annex



Design Elements

- Protective barriers to define the space
- Moveable/stackable chairs
- Shared tables for eating
- Fixed benches
- Shade sails for comfort on hot days
- Overhead string patio lights for ambience
- Entry gateways
- Painted asphalt
- Play/public art objects
- Bike Racks
- Decorative fencing
- Trash/Recycle Containers



Design Elements – Protective barricade planters



**The 600
BLOCK**

Design Elements

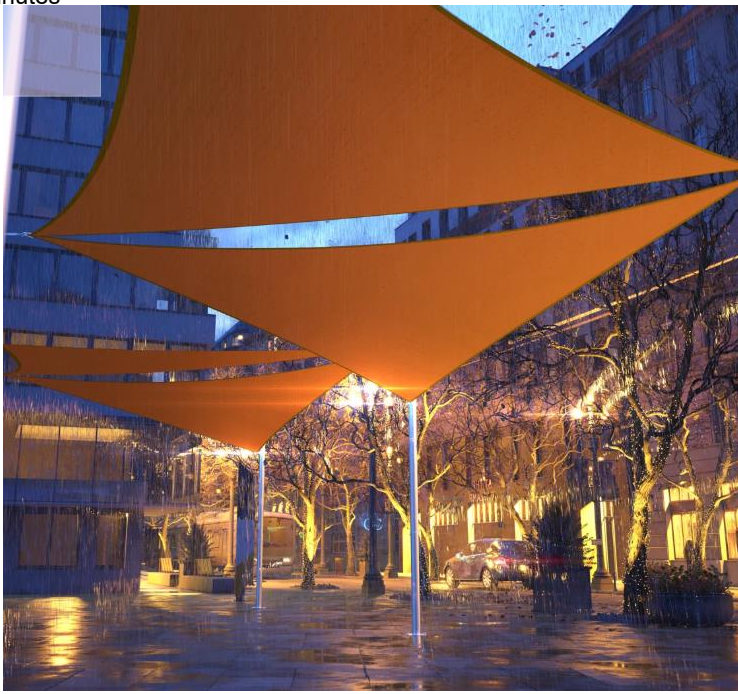
- Moveable/stackable seating
- Communal tables



Design Elements

- Fixed benches from reclaimed wood





**The 600
BLOCK**

Design Elements

- Shade Sails
- Overhead string patio lights



**The 600
BLOCK**

Design Elements

- Painted asphalt
- (see asphaltart.bloomberg.org for more examples)



**The 600
BLOCK**

Design Elements

- Play/Public Art objects



M-GROUP
a new design on urban planning

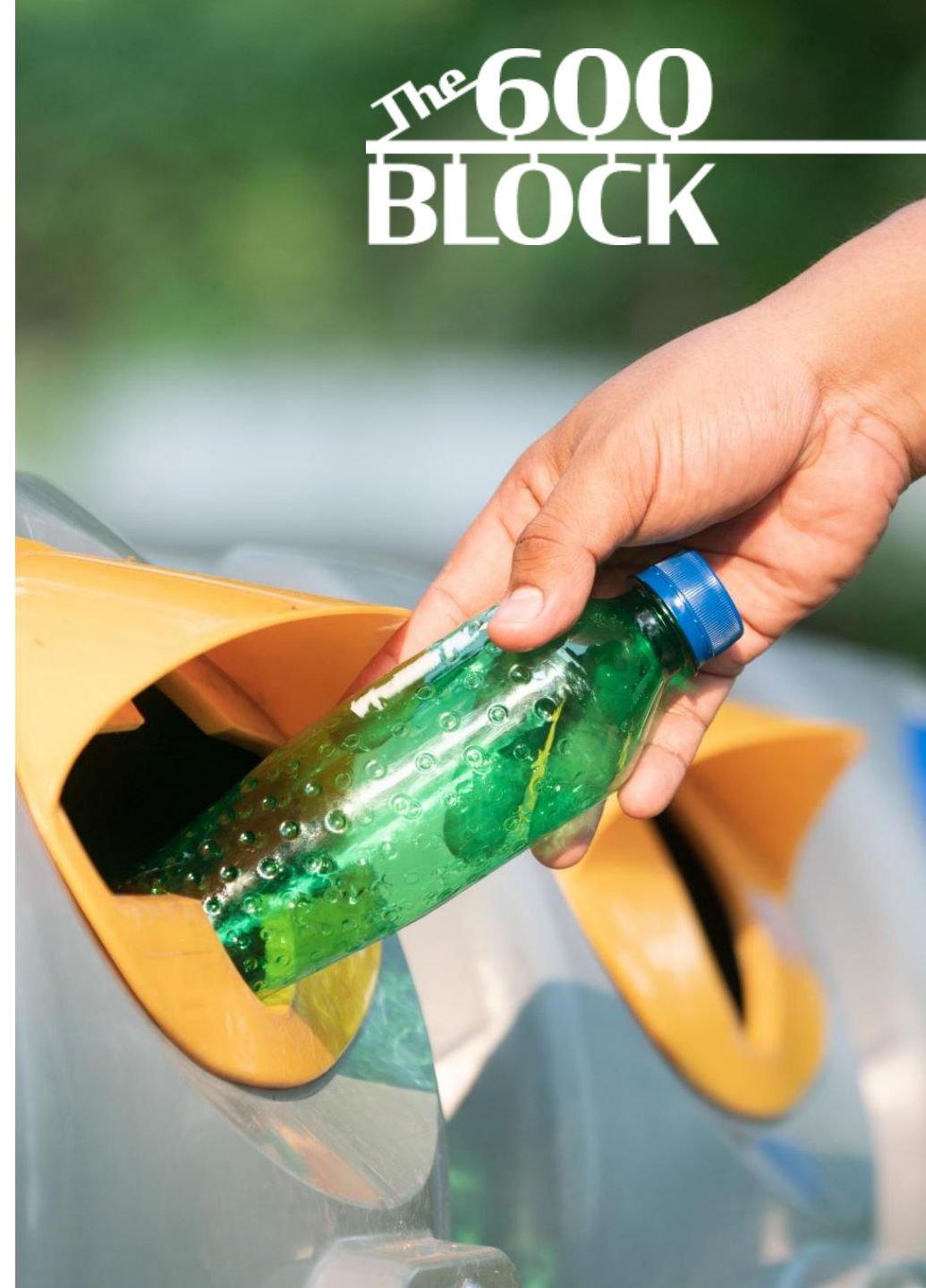


Design Elements

- Bike Racks
- Decorative Fencing located between concrete planters

Design Elements

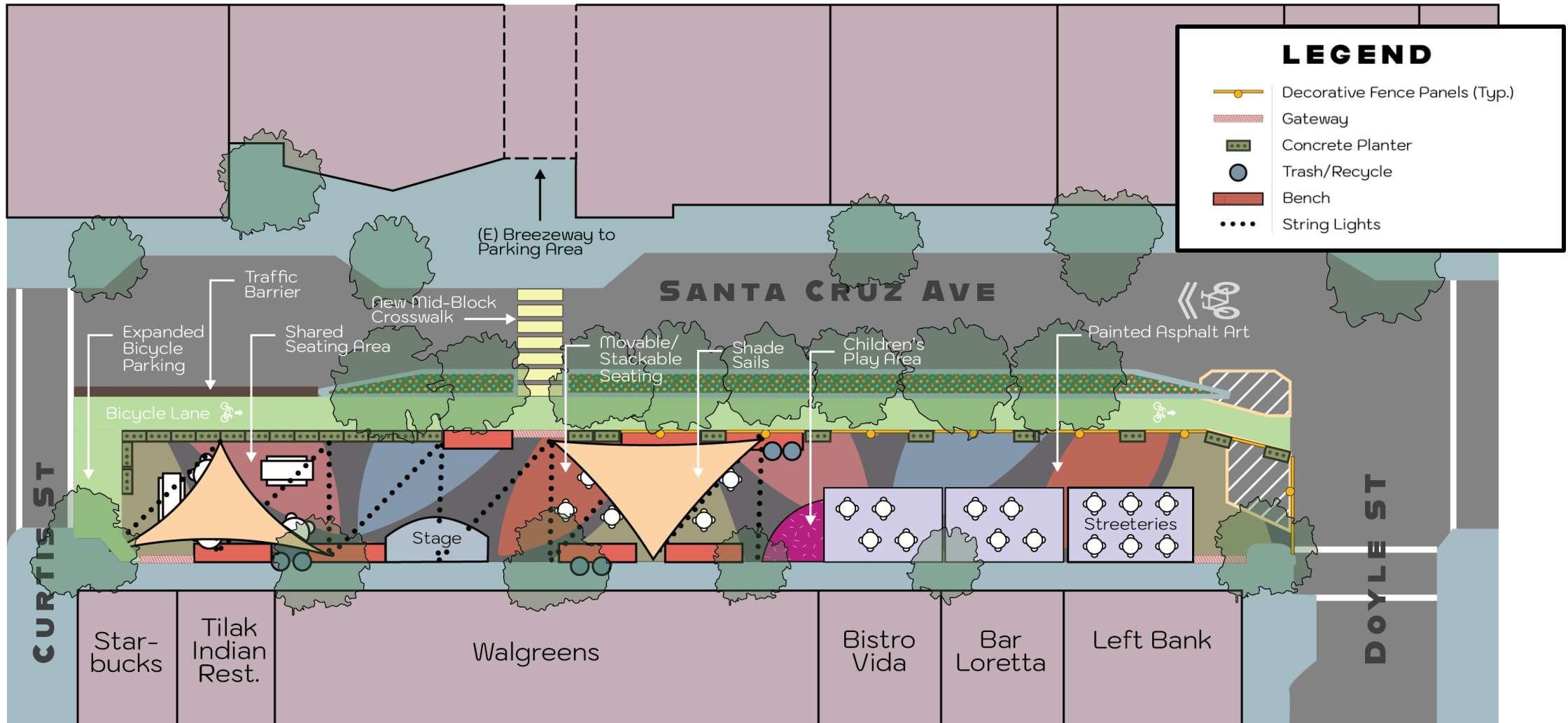
- Trash/Recycling Containers



The 600
BLOCK

Concept Plan for Illustrative Purposes

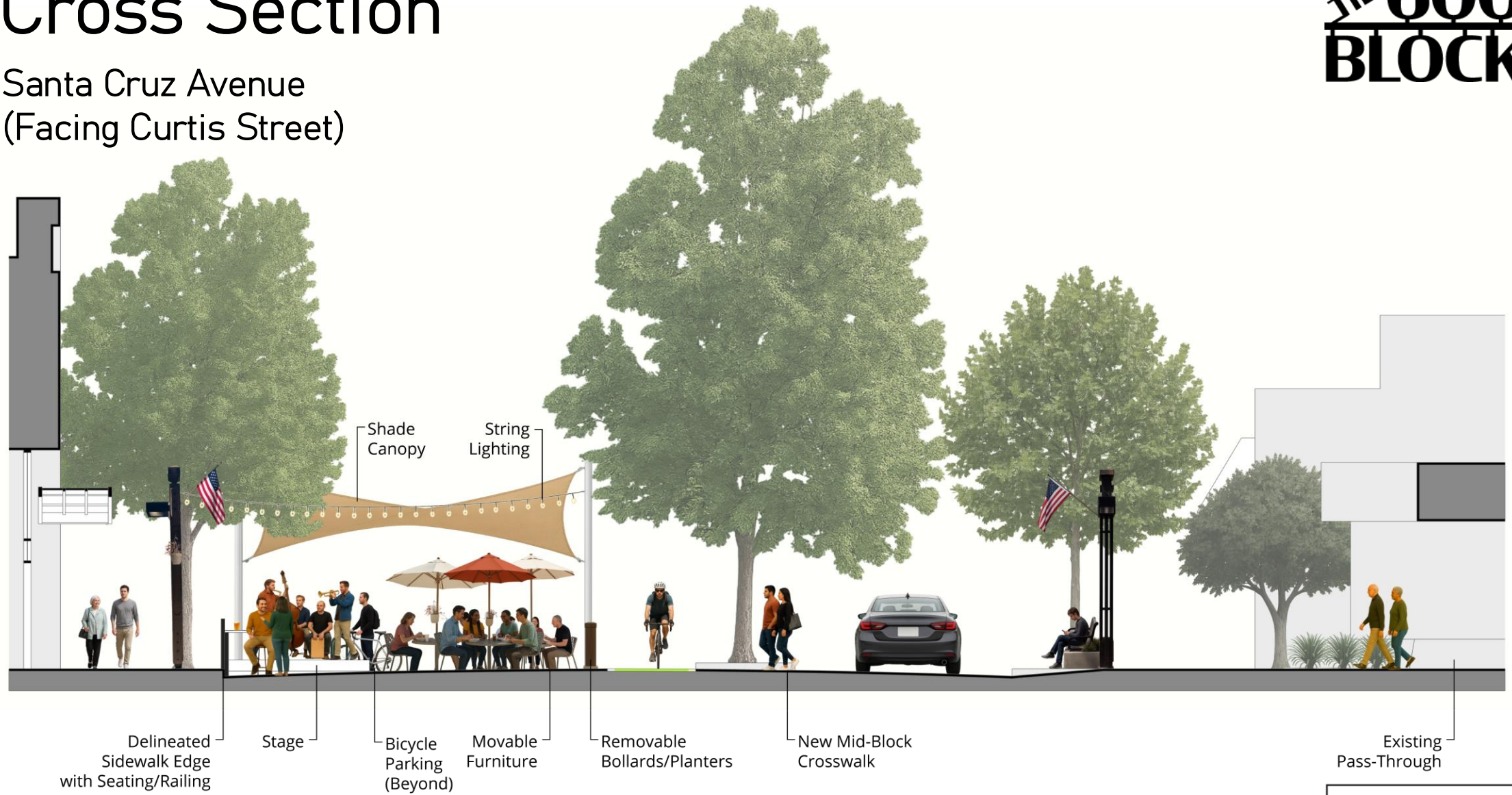
The **600**
BLOCK



Cross Section

Santa Cruz Avenue
(Facing Curtis Street)

The **600**
BLOCK





Building code local amendments

Presented by

Ori Paz, Management Analyst II and Rachael Londer, Sustainability Manager



Agenda

- Background
- Urgency
- Process to date
- Overview of recommended options
- Next steps
- Discussion



Background

- Building electrification benefits:
 - Improved air quality
 - Greenhouse gas (GHG) emission reductions
 - Establishing a pathway for energy independence and energy bill savings
- The California Building Standards Code (CBSC) is updated every three years and cities are allowed to adopt local amendments
- Peninsula Clean Energy (PCE), TRC consultants, and the investor-owned utility funded California Energy Codes and Standards team support cities in developing local amendments





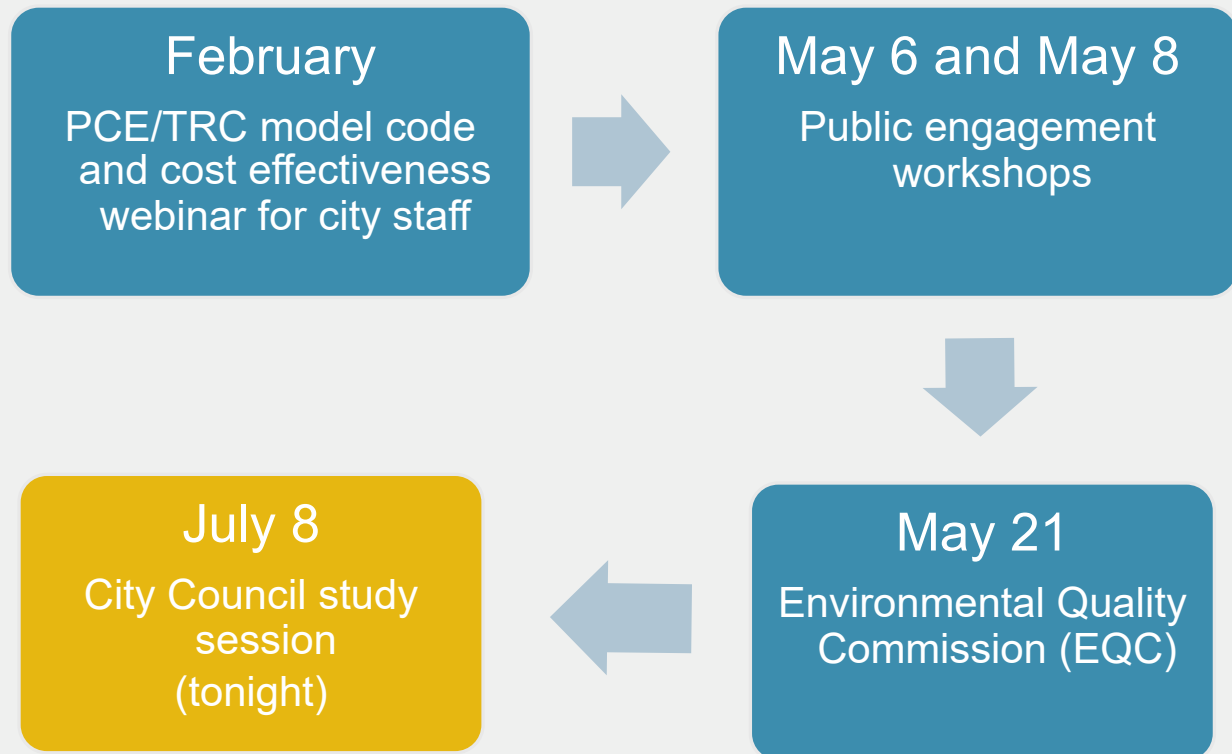
Urgency

- Assembly Bill 130 (AB 130), formerly AB 306 was adopted on June 30
 - Restricts new CBSC amendments that affect residential buildings after Sept. 30 for two code cycles (six years) with certain exceptions
- Exception: Local amendments which are “substantially equivalent” to amendments previously filed by and in effect as of September 30, 2025
- Any local amendments effective before Sept. 30 can be readopted
 - An ordinance becomes effective after introduction and adoption plus 30 days





Process to date





Options

- Recommended options:

A) Air conditioner (AC) to heat pump

B) Expanded pre-wiring/ electric readiness

- Focus on existing buildings and single-family residential
- Amends CALGreen which requires California Building Standards Commission approval

- No longer feasible

C) Flex path

- Amends Energy Code which requires multi-month California Energy Commission (CEC) approval process followed by California Building Standards Commission approval going beyond Sept. 30 effective date



Updated air conditioner (AC) to heat pump (HP)

- Requires installation of a HP, for new or replacement cooling (AC) systems
 - Single-family residential
 - Nonresidential equipment 5 to 20 ton units
- Same level of cooling, with additional heating option in a single piece of equipment
 - Does not require removal of gas heating equipment





Pre-wiring/ electric readiness update

- Enables future electrification of existing buildings
- Updates would expand existing requirements to:
 - Ensure conduits for future electric appliances are installed with electrical and other work (kitchen, laundry, garage/water heater closet)
 - Require conduit installation with outdoor gas appliances (BBQ, heaters, pool heater)





Summary of recommended policies

Policy option	Option short name	Affected building type	Estimated projects per year	Estimated GHG reduction	Staff effort to implement
A	Air conditioner (AC) to heat pump (HP)	Single-family residential/nonresidential	110	100 MTCO ₂ e	Low
B	Expanded pre-wiring/electric readiness	Single-family residential	10	Enables future reductions	Moderate



Timeline of next steps





Recommendation

- Direct staff to develop AC to heat pump and electric readiness/pre-wiring local amendments to the 2022 CBSC as presented this evening.



Questions and discussion