



STAFF REPORT

City Council

Meeting Date:

10/7/2025

Staff Report Number:

25-151-CC

City Council Initiated Item:

Request by City Councilmember Wise for a future agenda topic

Recommendation

Provide direction to staff on the request by City Councilmember Wise (Attachment A) for a future agenda topic.

Background

On Sept. 30, City Councilmember Wise submitted a City Councilmember Request Form.

Analysis

Pursuant to City Council Procedures Manual (Attachment B), as an agenda item under "City Council initiated items," the City Council may discuss the item including the elements listed in the attached form, and ask staff questions regarding preliminary scope, analysis, resource requirements and overall prioritization of future City Council agenda items based on the citywide work plan.

After discussion, with a motion and second, the City Council may provide direction to the city manager for next steps, including actions such as:

- Preparation of a formal staff report with a determined level of staff resources and timing for City Council consideration, or
- Advisory body preparation of a formal staff report with a determined level of staff support, or
- Consideration at the City Council's annual priority and goal setting process.

If the request does not receive majority City Council support, the item is not considered further.

Impact on City Resources

Determined by City Council direction.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72

hours prior to the meeting.

Attachments

- A. City Councilmember Request Form
- B. Hyperlink – City Council Procedures Manual: menlopark.gov/files/sharedassets/public/v/1/city-managers-office/documents/city-council-procedures-manual.pdf

Report prepared by:
Justin I. C. Murphy, City Manager

City Councilmember Agenda Item Request Form



Submitted on	30 September 2025, 1:56PM
Receipt number	6
Related form version	5

Name

City Councilmember's full name (first and last)	Jennifer Wise
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Agenda topic

In 50 word or less, please provide the agenda topic	City Council should consider if it would like to extend a fee waiver to allow the triangle portion of Alameda and Santa Cruz unincorporated Menlo Park to annex into the City.
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Current City Council goal

Goals for fiscal year 2025-26	Not applicable
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Expectations for prioritization/urgency

Other: In discussion with the City Manager, advised to be added to the October 7th agenda.

Additional information

Optional upload