



## SPECIAL AND REGULAR MEETING MINUTES

**Date:** 8/26/2025  
**Time:** 5:30 p.m.  
**Locations:** Teleconference and  
City Council Chambers  
751 Laurel St., Menlo Park, CA 94025

### Special Session

#### A. Call To Order

Mayor Combs called the meeting to order at 5:31 p.m.

#### B. Roll Call

**Present:** Combs, Nash, Schmidt, Taylor (remote – Brown Act, joined the meeting at 6:22 p.m., exiting the meeting at 9:56 p.m.), Wise  
**Absent:** None  
**Staff:** City Manager Justin Murphy, City Attorney Nira Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

#### C. Closed Session

- C1. Conference with legal counsel – anticipated litigation  
(Paragraph (2) of subdivision (d) of Gov. Code § 54956.9)  
Significant exposure to litigation: One case
- C2. Conference with legal counsel – existing litigation  
Paragraph (1) of subdivision (d) of §54956.9)  
Name of case: Save Downtown Menlo, an unincorporated association v. City of Menlo Park, a California city; and the Mayor and City Council of The City of Menlo Park and Does 1-50  
Case No. 25-CIV-02592

### Regular Session

#### D. Call To Order

Mayor Combs called the meeting to order at 6:22 p.m.

#### E. Report from Closed Session

No reportable actions.

#### F. Agenda Review

The City Council pulled item I2. for comment.

The City Council continued items H4. and H6. to a future meeting.

## **G. Public Comment**

- Anna Lippi spoke in support of Team Sheepher and city financial support for the Belle Haven Community Campus (BHCC) pool.
- Randy Avalos requested the automated license plate recognition (ALPR) and Flock cameras discussion at a future City Council meeting and in support of fulfilling The Almanac's Public Records Act request.
- Will Oursler commented on The Almanac's article about ALPRs and Flock cameras and requested more info on the data breach.
- Larry Moody invited City Council to the Job Train 60<sup>th</sup> anniversary celebration Sept. 18.
- Pam Jones spoke on concerns related to the ALPRs and Flock cameras data breach.

## **H. Presentations and Proclamations**

Items H3. and H5 were continued to the Sept. 9 City Council meeting.

### **H1. Proclamation: Peninsula School 100th Anniversary (Attachment)**

Mayor Combs introduced the proclamation.

Head of School Johanna Aeschliman, Board of Trustees President Jason Pressman and Board of Trustees member Maya Perkins accepted the proclamation (Attachment).

### **H2. Proclamation: Alpine Little League Summer All Stars (Attachment)**

Mayor Combs introduced the proclamation.

Coach Dave Levinson and the Alpine Little League Summer All Stars accepted the proclamation (Attachment).

### ~~H3. Presentation: Annual Environmental Quality Commission report out (Attachment)~~

### **H4. Presentation: Annual Finance and Audit Commission report out (Attachment)**

Finance and Audit Commission Chair Dey made the presentation (Attachment).

### ~~H5. Presentation: Annual Housing Commission report out (Attachment)~~

### **H6. Presentation: Annual Library Commission report out (Attachment)**

Library Commission (LC) Chair Herrick made the presentation (Attachment).

- Adina Levin spoke in support of the LCs current work plan and in support of building a library with affordable housing.

The City Council discussed upcoming improvements and reimaging of city commissions.

The City Council received clarification on LC and Youth Advisory Committee (YAC) engagement.

## **I. Consent Calendar**

- I1. Accept the City Council meeting minutes for August 19, 2025 (Attachment)
- I2. Waive the second reading and adopt an ordinance to amend Chapters 12.16 and 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 #25-128-CC)
  - Brian Schmidt spoke in support of the amendments to the 2022 California Building Standards Code ordinance adoption.
  - Jocelyn Anaya Galvan spoke in support of the amendments to the 2022 California Building Standards Code ordinance adoption.

**ACTION:** Motion and second (Nash/ Wise), waive the second reading, accept the findings that the proposed local amendments to the California Energy Code are cost-effective based on the 2022 Cost-Effectiveness Study: Existing Single Family Building Upgrades, 2025 Cost-Effectiveness Study: Single Family AC to Heat Pump Replacements, and the Application of the 2022 Studies to the 2025 Energy Code: Existing Single Family Building Upgrades and adopt an ordinance making local amendments to the 2022 California Building Standards Code in Chapter 12.16 and 12.18 of the Menlo Park Municipal Code, 4-1 (Combs dissenting).

- I3. Authorize the city manager to approve a professional services agreement with Meredith Roberts, LMFT, for an amount not to exceed \$135,000 for services as a Community Wellness Crisis Response Team Clinician (Staff Report #25-125-CC)
- I4. Approve second amendment to the employment agreement between the City of Menlo Park and City Manager Justin Murphy (Staff Report #25-129-CC)

**ACTION:** Motion and second (Wise/ Combs), to approve the consent calendar with the exception of item I2., passed unanimously.

## **J. Public Hearing**

- J1. Consider and adopt a resolution to increase aquatic user nonresident fees and subcontractor lane rental fees (Staff Report #25-120-CC)

Library and Community Services Director Sean Reinhart and Team Sheeper Chief Financial Officer Carol Hayworth introduced the item.

Mayor Combs opened the public hearing.

- Olga spoke in opposition of the increased fees.
- Pam Jones requested clarification on subcontractor lane rental fee and concerns on senior fees and increased notification of hyperlocal residents about hyperlocal fees.

Mayor Combs closed the public hearing.

The City Council received clarification on Team Sheeper revenues and the attrition rate.

The City Council discussed the Burgess Pool hours, nonresident and subcontractor lane rental fees and removing non-profits from the increase.

The City Council directed staff to include outreach to the subcontractors for the upcoming study session and identify how to determine a resident/non-resident registration methodology.

**ACTION:** Motion and second (Wise/ Schmidt), to adopt a resolution to increase aquatic user nonresident fees and subcontractor lane rental fees, 3-2 (Taylor and Nash dissenting).

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

The City Council reconvened at 8:10 p.m.

## **K. Regular Business**

- K1. Provide feedback and authorize staff to release a request for proposals for development on Downtown parking plazas 1, 2 and 3 (Staff Report #25-126-CC)

Principal Planner Tom Smith made the presentation (Attachment).

- Anna Chow requested that the request for proposals (RFP) address operational needs of Downtown businesses.
- Rob Foster spoke in support of low income and affordable housing and provided additional RFP requirements.
- Keith Quiggins spoke in opposition of the removal of parking plazas and concerns on overnight Downtown parking issues.
- Rob Silano spoke in support of transparent costs and safety measures with the public regarding the project, ballot measure and litigation.
- Cherie Zaslawsky spoke in opposition of housing on the Downtown parking plazas and in support of alternative sites for housing.
- Jennifer Couperus spoke in opposition of housing on the Downtown parking plazas.
- Alex Beltramo spoke in support of housing on alternate sites.
- Karen Grove requested additions to the RFP related to resident displacement protections.
- Caitlin Darke spoke in support of affordable housing on alternative sites.
- John McKenna spoke in support of releasing the RFP, affordable housing on the Downtown parking plazas and all electric buildings.
- Adina Levin spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
- Carmen Caricchio spoke in opposition of housing on the Downtown parking plazas.
- Leslie Wambach spoke in support of affordable housing on the Downtown parking plazas.
- Katherine Dumont spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
- Michael DeMoss provided information on the ballot measure, litigation and parking replacement and housing parking needs.
- Michael Levinson spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
- Brittani Baxter spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
- Ken Chan spoke in support of releasing the RFP and affordable housing on the Downtown

- parking plazas.
- Brian Kissel spoke in support of large employers assisting the city meeting Housing Element goals.
  - Jenny Michel spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
  - Alisa Yaffa spoke in opposition of housing on the Downtown parking plazas.
  - Kajal spoke in support of affordable housing on the Downtown parking plazas.
  - Will Oursler spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
  - Collette spoke in opposition of housing on the Downtown parking plazas.
  - Jordan Grimes spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
  - Patricia Urbina spoke in support of affordable housing on the Downtown parking plazas.
  - Anne Paulson spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
  - Margarita Mendez spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
  - Alicia spoke in support of releasing the RFP and affordable housing on the Downtown parking plazas.
  - Katie Hahn requested clarification on appropriate use of city resources for the ballot measure and backup plans if housing is not placed on Downtown parking plazas.
  - Keri spoke in opposition of housing on the Downtown parking plazas.

The City Council received clarification on proposed alternative sites.

The City Council discussed the outcomes occurring from the desertification of housing element, items within the RFP and impacts to downtown from construction.

The City Council directed staff to include the following in the RFP:

- business operations needs
- how respondents handle decrease/increase of occupant salaries
- resident displacement protections

**ACTION:** Motion and second (Nash/ Wise), to authorize staff to release the RFP to the six development teams that were selected by the City Council June 3 with the inclusion of business operations needs, how respondents handle decrease/increase of occupant salaries and resident displacement protections, 4-1 (Combs dissenting).

- K2. Consider and adopt a resolution to amend the salary schedule effective Sept. 7, 2025 (Staff Report #25-121-CC)

Administrative Services Director Brittany Mello introduced the item.

**ACTION:** Motion and second (Schmidt/ Combs), to adopt a resolution to approve the following amendments to the City of Menlo Park salary schedule effective Sept. 7:

1. Salary adjustments related to the successor memorandum of understanding (MOU) between the City and the Menlo Park Police Officers' Association (POA);
2. Corresponding salary 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. Salary adjustments related to the unrepresented management group.  
passed unanimously.

**L. Informational Items**

L1. City Council agenda topics: September 2025 (Staff Report #25-127-CC)

L2. Progress report on implementing the 2030 Climate Action Plan (Staff Report #25-122-CC)

The City Council discussed the potential model the Climate Action Plan could have for other advisory bodies.

L3. Communitywide electrification program: Home Upgrade Services progress report  
(Staff Report #25-123-CC)

L4. Update on City-hosted community events and observances (Staff Report #25-124-CC)

The City Council spoke in support of the upcoming events.

**M. City Manager Report**

None.

**N. City Councilmember Reports**

Vice Mayor Nash reported out on San Mateo and Santa Clara County's Vice Mayor meeting and the El Camino Bikeways Community Ride.

City Councilmember Schmidt reported out on Assembly Member Berman's Youth Town Hall event.

**O. Adjournment**

Mayor Combs adjourned the meeting at 10:06 p.m.

Assistant to the City Manager/ City Clerk Judi Herren



# Downtown Development Draft RFP

Tom Smith, Principal Planner



## Meeting purpose

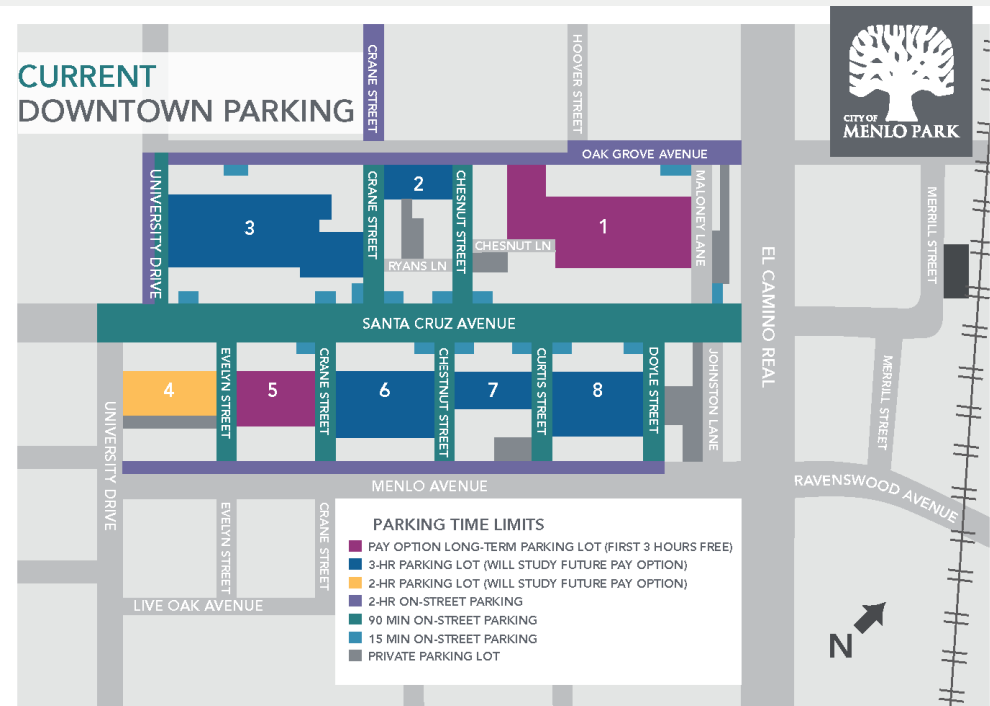
1. Provide feedback to finalize draft request for proposals (RFP)
2. Authorize release of RFP to six development teams selected June 3





## Project overview

- Goal: Meet local needs by providing housing close to downtown jobs, services and transit
- Key priorities
  - 345+ affordable units
  - Replacement public parking
  - Meet City's Regional Housing Needs Allocation (RHNA)
  - Support downtown vitality





## Background

Recent milestones include:

- Jan. 2025: RFQ issued
- March 4: City Council review of site selection criteria and City-owned sites
- March 31: Seven development team responses received
- June 3: City Council selected six teams to proceed to RFP phase



## Draft RFP overview

- Continuation of selection process
  - Shift from developer qualifications (RFQ) to comprehensive development proposals (RFP)
- Clarifies three main project priorities
  - 345+ affordable residential units
  - 556+ public parking spaces
  - Consistency with development standards that enhance resident experience and livability





## Draft RFP overview

- Expands on other desired objectives
  - Maximize affordable units
  - Strive for mixed-income development
  - Comply with BMR Housing Guidelines for unit leasing
  - Provide high quality design and amenities
  - Activate building frontages and ground floor spaces
  - Seek innovative partnerships for project success
  - Pursue an ambitious, achievable timeline
  - Detail plans to minimize construction impacts





## City Council and public feedback

Requested item	Section reference
Deeper affordability range (15% to 80% AMI)	Section 3.1, item A.
One-to-one parking replacement ratio (556 spaces)	Section 3.1, item C.
Specificity on public parking funding	Section 3.1, item C. / Section 4.2
Active ground-floor frontages and uses	Section 3.2, item J.
Partnerships between affordable and market-rate/commercial developers	Section 3.2, item K.
Developer acceptance of Section 8 housing vouchers	Section 5.2, item C.4.
Developer understanding of City project responsibilities	Section 5.2, item C.9.
Details regarding local building and construction trades and union labor	Section 5.2, item E.6.
Description of resident experience and services plan	Section 5.2, item G.



## Submittal requirements

- Proposals must provide plans and details in key areas
  - Qualifications and capacity
  - Conceptual plans and project understanding
  - Schedule and budget
  - Community benefits, engagement, and local partnerships
  - Implementation plan
  - Property management and services



## Recommended draft RFP updates

- Replace references related to “Project requirements” with “Project priorities” throughout sections 3 and 6.1
- Proposed modification to section 3.1, item D:  
Design a development consistent with applicable City development and design standards that enhance the resident experience and livability of the development in areas including active entries and frontages, open space, parking, sustainable practices and green building materials, and landscaping ~~as opposed to a project which meets some standards and seeks waivers and/or incentives/concessions pursuant to the state density bonus laws and/or the City’s AHO.~~



## Timeline and next steps

- Release of RFP (Sept. 2025)
- Proposal submission deadline (Dec.)
- Additional steps in early 2026:
  - Selection committee review and recommendation
  - Tentative community open house and finalist interviews
  - Development team selection by City Council







## City Council direction

1. Review and discuss draft RFP
2. Authorize staff to finalize and release RFP to development teams previously selected by City Council





# Thank You