



## REGULAR MEETING MINUTES

**Date:** 11/18/2025  
**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 6:04 p.m.

#### B. Roll Call

**Present:** Combs, Nash, Schmidt, Wise (AB 2449 – Just Cause)  
**Absent:** Taylor  
**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. Agenda Review

Pulled item H3. for discussion.

#### D. Public Comment

- Marc Pappalardo spoke on concerns to the overnight parking city ordinance and enforcement.

#### E. Consent Calendar

- E1. Accept the City Council meeting minutes for October 21, 2025 (Attachment)
- E2. Receive and file the investment portfolio quarterly reports for Sept. 30 (Staff Report #25-170-CC)
- E3. Appropriate \$651,000 from the General Capital Fund unassigned balance for fiscal year 2025-26 for the San Francisquito Creek Upstream of 101 Flood Protection Project (Staff Report #25-171-CC)
- Margaret Bruce spoke in support of the appropriation for the San Francisquito Creek Upstream of 101 Flood Protection Project.
- E4. Authorize the city manager to execute agreements with Winner Chevrolet, Inc., Towne Ford, and U-Rock Utility for vehicle and equipment purchases and approve contingency (Staff Report #25-172-CC)
- E5. Consider and adopt resolutions to update authorized officers for the Local Agency Investment Fund and the California Employers' Retiree Benefit Trust (Staff Report #25-177-CC)

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

## **F. Regular Business**

- F1. Consider and adopt a resolution to abandon the public right-of-way adjacent to 100 Terminal Ave., while reserving the necessary public utility easement over a portion of the abandoned area (Staff Report #25-179-CC)

Senior Civil Engineer Ebby Sohrabi made the presentation (Attachment).

The City Council received clarification on the timeline of the Belle Haven Community Campus (BHCC) construction and prior abandonments.

**ACTION:** Motion and second (Combs/ Nash), to adopt a resolution to abandon the public right-of-way adjacent to 100 Terminal Ave., 4-0-1 (Taylor absent).

## **G. Study Session**

- G1. Provide direction on phased improvements for public plaza in closed portion of Santa Cruz Avenue along the 600 block (Staff Report #25-175-CC)

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

- Marnie Foody provided input on the design of a public plaza for the 600 block of Santa Cruz Avenue (Presentation).
- Ben Eiref provided input on the design of a public plaza for the 600 block of Santa Cruz Avenue (Presentation).
- Laura Melahn provided input on the design of a public plaza for the 600 block of Santa Cruz Avenue (Presentation).

The City Council received clarification on replacement of immediate needs, providing input on design, visual design continuity throughout Santa Cruz Avenue and event planning and entertainment space.

The City Council discussed public outreach and accessibility considerations, meeting the needs of all community members, repurposing and color palettes, vehicle traffic, storage at the plaza, movable items and overnight security, maintenance of services, games, playground structure and dog park options and quiet seating.

The City Council directed staff to replace picnic tables with steel/modern furniture, including picnic style tables (model 537), small tables and chairs (models 485-30 and 483), flexible benches (model 530) and to install a variety of furniture options for testing by the public.

- G2. Provide additional direction on Home Upgrade Services program enhancements to ensure expenditure of the first half of the communitywide electrification project grant funds (Staff Report #25-176-CC)

Sustainability Manager Rachael Londer made the presentation (Attachment).

- Charles Chapa commented on the Belle Haven Community Campus (BHCC) as a great energy

- model.
- Larry Moody spoke in support of the recommendations.

The City Council received clarification on eligibility lists, history of program location eligibility and repercussions of missing March 2026 deadline.

The City Council discussed expanding citywide, allowing staff to regulate where funds are expended within the grant project categories, Belle Haven referral bonus program, e-bikes, timeline for implementation of recommendations, air quality in Belle Haven neighborhood, and the original intent and current state of the program.

The City Council directed staff to explore all recommendations and proceed with those that can be accomplished.

## **H. Informational Items**

- H1. City Council agenda topics: December 2025 (Staff Report #25-178-CC)
- H2. Update on the City's Urban Water Management 2025 Plan (Staff Report #25-173-CC)
  - Charles Chapa requested more action around rainwater harvesting for residents and city.
- H3. Update on the Community Funding Program timeline and process for future funding cycles (Staff Report #25-174-CC)

The City Council discussed the use of city funds and administrative versus direct services costs.

The City Council directed staff to update the application to include the applicants overall budget and administrative and direct services costs.

## **I. City Manager Report**

City Manager Murphy reported out on the upcoming City Council meetings Dec. 2, Dec. 9 and Dec. 16.

## **J. City Councilmember Reports**

Vice Mayor Nash reported out on a Peninsula Clean Energy executive meeting.

## **K. Adjournment**

Mayor Combs adjourned the meeting at 8:54 p.m.

Assistant to the City Manager/ City Clerk Judi Herren

These minutes were approved at the City Council meeting December 16, 2025.



# RESOLUTION TO ABANDON PUBLIC RIGHT OF WAY – 100 TERMINAL AVE.

Senior Civil Engineer Ebby Sohrabi





## PROJECT BACKGROUND

- June 23, 2020, a portion of the Terminal Avenue public right-of-way was vacated
- City acquired land adjacent to the Terminal Avenue right-of-way from PG&E
- An additional 4,689 square foot portion of the Terminal Avenue right-of-way was planned to be abandoned and integrated into the BHCC site to create one unified parcel



## LOCATION MAP





## NEXT STEPS

- Recommended action
  - Adopt a resolution to abandon the public right-of-way adjacent to 100 Terminal Ave.
  - Reserve a necessary public utility easement to preserve access to the existing utilities.
- Future
  - Staff will return to City Council to delineate and establish the public utility easement in the future.



**THANK YOU**





# The 600 Block Public Plaza Project

Stephen Stolte, Assistant City Manager



# Agenda

- Community outreach results
- Project phases
- Phase one improvements – site furnishings
- Complementary efforts downtown





## City Council feedback

- July 8: City Council study session and initial design concept; direction to launch outreach
- Nov. 18: City Council study session on:
  - Phases of the project
  - Site furnishings for phase one improvements
  - Furniture order and installation





## Community outreach

- Community outreach was conducted Sept. to Oct.
  - Two tabling events
  - Two pop-up events at the site
  - Online feedback form
- Over 260 participants provided feedback

[www.menlopark.gov/600block](http://www.menlopark.gov/600block)





## Community feedback – online form

Online form – design elements ranked as very important	
Outdoor seating	86%
Traffic barrier	82%
Lighting	81%
Planters and canopies	79%
Shade canopies	74%
Accessibility considerations	70%
Bike parking spaces	67%
Mid-block crosswalk	53%
Play area for children	48%
Events and programming	48%
Art installations	43%





# Community feedback – outreach events

## High level summary of feedback at events

Define zones with planters and benches for activities and sensory-friendly uses

Create flexible gathering areas and a mix of seating

Install shade sails, umbrellas, and string lights for both day/night use

Design engaging, modern spaces using murals and art appealing to all ages



## Project phases

### ■ Phase 1 – 3 months

- Install temporary ADA ramp
- Order and install site furnishings
- Refine design concept
- Launch call for public art proposals

### ■ Phase 2 – 3-6 months

- Larger projects including lighting, public art, landscaping, stage

### ■ Phase 3 – TBD

- Mid-block crosswalk



## Site furnishings

- Install multiple fixed and movable options in the short term and gather feedback as design is finalized
- Recommendation to install combination of stationary tables/benches and movable tables/chairs
- Furniture to review includes:
  - Tables with attached or fixed seating
  - Large benches
  - Individual chairs and small tables
  - High seating to define edges



# Site Furnishing Options Geoff Bradley, M-Group

**The 600  
BLOCK**

**M-GROUP**  
a new design on urban planning

## Table 537 – Wood Grain Recycled Plastic, Steel Table

**Table Size** – 4' – 6' (ADA Accessible)

**Price Range** - \$2,430 to \$2,970 (Price would vary depending on the seating material, finish, and size selected)





## Table 443-62 – Steel Table and Benches

**Table Size** – 6' – 8' (*ADA Accessible*)

**Price Range** – \$5,770 for 6' Steel Table and Two Benches

\$6,425 for 8' Steel Table and Two Benches



## Bench 282/283

**Size** – 6' – 8' long

**Price Range** – \$1,780 for 6' Aluminum Bench with Steel Seat

\$1,710 for 6' Aluminum Bench with No Arms and Steel Seat

\$2020 for 8' Aluminum Bench with Steel Seat

\$1,950 for 8' Aluminum Bench with No Arms and Steel Seat



## Table 198 – Oval shaped Steel Table

**Table Size** – 4', 6', 8' (ADA Accessible)

**Price Range** – \$2,690 for 4' Poly Lumber Table, Steel Seats

\$3,270 for 6' Poly Lumber Table, Steel Seats

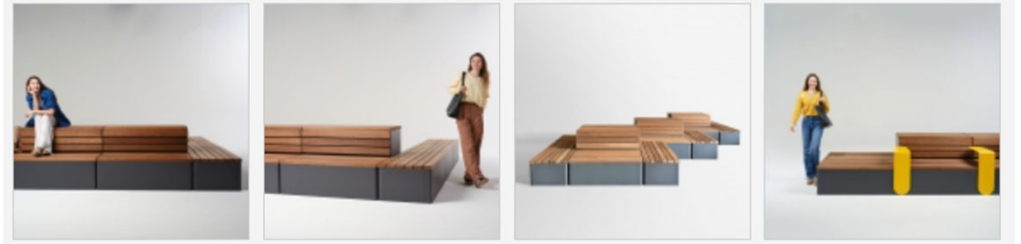
\$3,820 for 8' Poly Lumber Table, Steel Seats



## Bench 530

**Price Range** – \$1,630 Steel Connecting/Stacking Block with Poly Lumber Seating

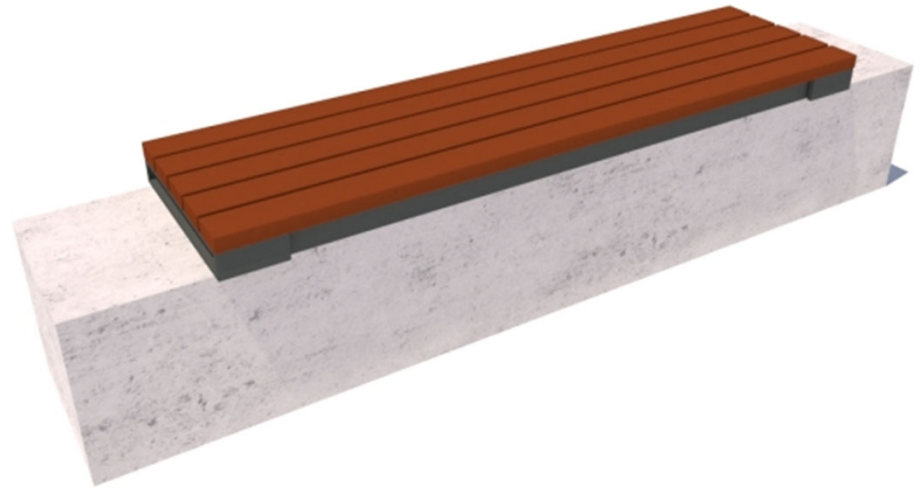
\$1,650 Steel Connecting/Stacking Block with Wooden Grain Poly Lumber Seating



## Bench 523

**Size** – 6' – 8' long

**Price Range** – Price is unavailable. Since it is tailor-made and depends on the length of the bench.





# High Table - Steel Table with Aluminum

**Table Size** – 6' – 8' (*ADA Accessible*)

**Price Range** – PENDING



## Table 485-30 – Round Steel Table

**Table Size** – 30" (ADA Accessible)

**Price Range** – \$620 for 30" Steel Table

\$805 for 30" Steel Table with  
Wood Grain Poly Lumber



# Chair 481

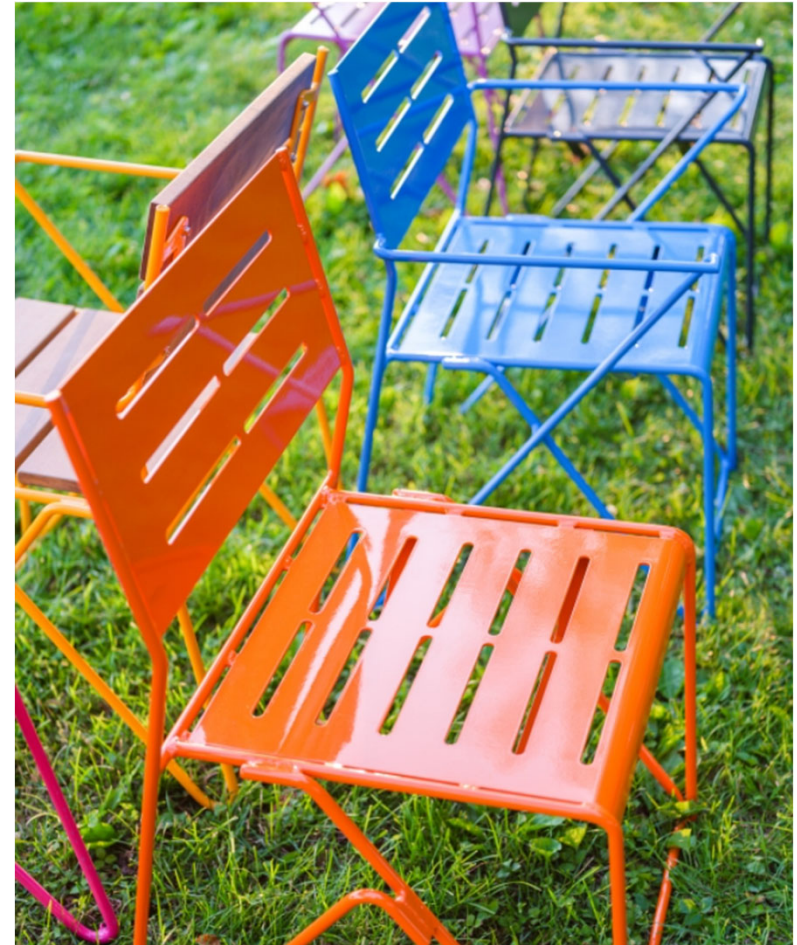
**Price Range** – \$700 Steel Chair with Arms  
\$620 Steel Chair with No Arms





# Chair 483

**Price Range** – \$630 Steel Chair with Arms  
\$550 Steel Chair with No Arms



# Tolix Style Metal Outdoor Chair

**Price Range** – \$55 Steel Chair with Arms  
\$69 Steel Chair with No Arms







## City Council feedback

- (1) Preferences for furniture:
  - Stationary tables and benches
  - Movable tables and chairs
- (2) Direction to proceed with ordering initial mix of furniture
- (3) Any additional feedback on the project



## Complementary efforts in downtown

- Garbage and recycling receptacles
- Water fountains
- Sidewalk cleanliness
- Newspaper racks
- Irrigation equipment and landscaping
- Wooden kiosks and former telephone booths
- Bicycle parking

Note: Staff will develop webpage for overall downtown efforts with timelines and status updates



## Next steps

- Order and install furniture
- Refine design concept
  - Incorporate past feedback (e.g., adjust placement of stage and children's play area)
  - Address road curvature
  - Estimate pricing for improvements to assist with bidding the project



# Home Upgrade Services program enhancements

Rachael Londer, Sustainability Manager



# Funding background

- State grant of \$4.5 million to be expended by December 2027 on communitywide electrification
- First half of funds (\$2.25 million) to be expended by March 2026
- Feb. 2023: Agreement with Peninsula Clean Energy (PCE) to electrify homes in Belle Haven through its Home Upgrade Services program





# Home Upgrade Services program background

- No-cost installation of the following measures for eligible residents
  - Must live in a Belle Haven home of 1-4 units, household and/or homeowner at or below 120% of area median income, PCE customer, electrifying at least one major appliance
- March 2025: Initiated first round of program enhancements
  - Offering solar and battery systems
  - Providing ~20 rental electrification bundles
  - Expanding to rental homes and to households at or below 120% of area median income
  - Electrifying Belle Haven Child Development Center

**Electrify your home for free - no hidden costs.**  
**While funds last. Act today.**

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 income-eligible Menlo Park homeowners in Belle Haven. All are encouraged to apply to verify eligibility.

If you have questions, please call at **650.330.6720** or email [sustainability@menlopark.gov](mailto:sustainability@menlopark.gov)

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

Free home improvements from start to finish!

1. Apply online



[menlopark.gov/homeupgrade](https://menlopark.gov/homeupgrade)

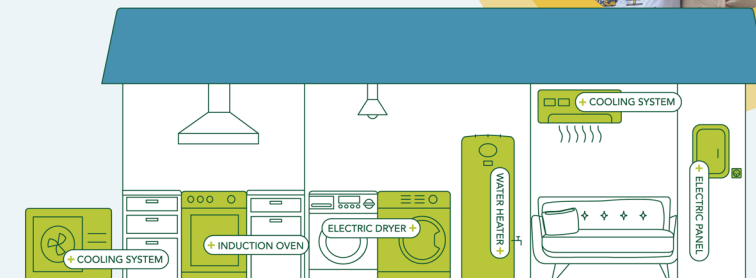
2. Get a free home assessment

3. Choose your upgrades

4. Installation begins!

**Switching to an induction stove and the latest electric water heater made my home so much healthier - no more harmful particles in the kitchen from burning gas.**

- Karen Williams, Home Upgrade participant and lifelong Belle Haven resident







# Outreach highlights

Outreach activity	City activity	PCE activity
Tabled at community events in Belle Haven	15	1
Presented at community meetings	14	0
Hosted community workshop	1 planned	55 attendees
Canvassing – doors knocked on	90	476
Posted on social media	15	N/A
Published Weekly Digest	21	N/A
Sent direct mail	1,260	883
Direct phone calls	83	N/A



City staff & Menlo Spark volunteer canvassing



# Home Upgrade participation

Participation status	Oct. 2025	To date (Sept. 2024 – Oct. 2025)
Scheduled home assessments	10	86
Completed home assessments	1	58
Signed participation agreements	1	38
Projects completed	2	17



Heat pump water heater



# Projected expenditure of first half of grant

Existing programs	Projected spend by Mar 2026
Home upgrades with PCE	\$1,132,210
Marketing and outreach	\$55,592
Rental bundle program with Belle Haven Community Development Fund	\$93,000
Knob and tube pilot (2 homes)	\$108,600
Solar and battery projects (2 homes with project proposals)	\$60,000
Belle Haven Child Development Center electrification	\$120,000
<b>Total and projected expenditures</b>	<b>\$1,569,402</b>
<b>Anticipated remaining funds</b>	<b>\$680,598</b>

# Staff recommendation for communitywide electrification program enhancements



Option	Recommendation	Potential cost
A	Expand the program citywide	\$450,000
B	Offer a citywide matching rebate program	\$72,000
C	Provide rebates for e-bikes and electric vehicles (EVs)	\$80,000
D	Add solar and battery to all homes with signed participation agreements	\$190,000
E	Increase budget for rental electrification bundles	\$93,000
F	Partner with additional community based organizations	\$80,000
G	Create referral bonus program	\$10,000
	<b>Total</b>	<b>\$975,000</b>



# Recommendation

## City Council to provide additional direction on Home Upgrade Services program enhancements:

- expanding the program citywide
- offering matching rebates
- increasing budget for solar and battery and rental electrification bundles
- partnering with additional community based organizations
- creating a referral bonus,
- ensure expenditure of the first half of the communitywide electrification project grant funds by March 31, 2026





# Policy direction

- How should the city plan to spend remaining funds before the March 2026 deadline?
- Should staff advance all recommendations?
- If demand exceeds our estimates, should staff return to City Council or have flexibility?
- Can rebates or referral bonuses be increased or decreased based on participation?

