



STAFF REPORT

City Council

Meeting Date:

7/14/2026

Staff Report Number:

26-128-CC

Informational Item:

City Council fiscal year 2026-27 work plan

Recommendation

This is an informational item and does not require City Council action.

Policy Issues

The City Council's annual priority setting workshop provided direction to the city manager on aligning resources and work plans for the next year.

Background

City Council held its annual priority setting workshop March 21 with City staff and the community. The City Council set the following top five priorities for fiscal year 2026-27:

- Climate action – mitigation, adaptation and resilience
- Downtown vibrancy
- Housing
- Public safety
- Safe routes

Advancement of City Council priorities through the funding of projects, services and staffing was detailed during the fiscal year 2026-27 budget adoption process. Since that time, departments have continued to identify projects that align with City Council priorities, reflected in the fiscal year 2026-27 work plan (Attachment A).

Analysis

The work plan contains 52 active items. Five items are noted as completed since the last fiscal year 2025-26 work plan update provided on March 10 (Attachment B). City department responsibility varies for work plan items with the following distribution:

- Public works: 48% of items; most concentrated in the climate action, safe routes, and downtown vibrancy priorities
- City manager's office: 37% of items; most concentrated in the climate action and downtown vibrancy priorities
- Community development: 25% of items; most concentrated in the housing priority
- Police: 12% of items; most concentrated in public safety priority
- Interdepartmental: 6% of items involve active roles or coordination among three or more departments
- Other departments: administrative services is identified for 4% of items and library and community services is identified for 2% of items

The work of administrative services and library and community services, while not largely represented in the work plan items for City Council priorities, plays a vital role in providing programs and services in Menlo Park and supports many of the efforts to accomplish work plan items.

Work plan items will be prioritized on City Council meeting agendas for the next year in addition to items related to regulatory requirements, delivery of core services, the capital improvement program, development review, and other unforeseen issues or emerging community needs. Staff will report out on work plan progress throughout the fiscal year and will update the work plan regularly as items evolve.

Impact on City Resources

There is significant impact on City resources, including on both budget and department and staff capacity, to accomplish work plan items. While many tasks are embedded in the fiscal year 2026-27 adopted budget, the City Council may consider future funding allocations from the General Fund, special revenue and restricted funds, and grants.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines Sections 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 Council priorities work plan for fiscal year 2026-27
- B. Hyperlink – March 10 Staff Report #26-036-CC:
www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2026-meetings/20260310/i2-20260310-cc-city-council-2025-26-work-plan-update.pdf
- C. Hyperlink – April 28 Staff Report #26-071-CC:
www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2026-meetings/20260428/k2-20260428-cc-cc-priorities-final-report.pdf

Report prepared by:
Stephen Stolte, Assistant City Manager

City Council work plan for fiscal year 2026-27				
City Council priority	Departments	Status		Updates
CLIMATE ACTION - MITIGATION, ADAPTATION AND RESILIENCE				
Implement communitywide electrification program with \$4.5 million in funding from California Energy Commission funding	CMO	in progress	Spend down of first half of funding projected in September; second half of funding expected from CEC in August; in contract with WestLight Energy for home electrification through Dec. 2028; completed electrification of 34 homes in Belle Haven; completed electrification bundles for renters program in partnership with the Belle Haven Community Development Fund; launched electric vehicle rebate and e-bike voucher program to be completed by December 2026	
Launch a strategic communication campaign to increase awareness of electrification benefits	CMO	complete	Completed primary campaign; will continue to conduct outreach	
Prepare potential local amendment to the California Building Standards Code to encourage electrification	CDD, CMO	complete	Local amendments for electrification and emergency efficiency (expanded pre-wiring/electric readiness, AC to HP, flex path) adopted by City Council during triennial building code update approved by the California Building Standards Commission and California Energy Commission; education about local amendments to continue and impact of ordinance to be reported out in Fall during the annual Climate Action Plan progress report	
Create online Climate Action Plan (CAP) dashboard to engage community on progress	CMO	in progress	Completed partnership with Stanford University's sustainable cities course to have students support the development of a CAP dashboard for City website; dashboard will be public once transitioned to City GIS platform (expected August)	
Scope a shoreline adaptation plan for the impacts of sea level rise along the bay that follows framework of SB 272	PW	in progress	Received California Ocean Protection Council SB-1 grant for the development of a regional adaptation plan in partnership with Redwood City, Belmont, San Carlos, East Palo Alto, and OneShoreline; a request for proposals for the development of the plan and will be released later this summer	
Continue to advance planning, funding, and construction of SAFER Bay	PW	in progress	Menlo Park SAFER design underway and anticipated to be completed in 2027; the EIR was approved by the SFCJPA in May	
Develop an urban forest management plan (UFMP)	PW, CMO	in progress	RFP for the UFMP will be released 2026	
Implement early action tree planting program focused on Belle Haven	PW, CMO	in progress	City selected contractor and project will be initiated this summer	
Partner with Peninsula Clean Energy's GovPV solar and battery program for City facilities	CMO, interdept	complete	Completed installation of photovoltaic solar panels for the Menlo Park Library, Burgess Pool (located on Arrillaga Family Gymnasium roof), the Belle Haven Child Development Center, and City Hall roof and parking lot; hosted community event celebrating installation at Menlo Park Library and Belle Haven Community Campus June 1; Belle Haven Child Development Center and Burgess pool systems will be energized by PG&E this summer	
Implement electric vehicle charging plan at City facilities	PW, interdept	in progress	Completed design for corporation yard EV chargers and finalizing the public bid for construction; design underway for City Hall EV chargers; ongoing grant coordination with MTC and Caltrans	
Continue water heater replacement at City facilities	CMO, interdept	complete	Completed installations at the Arrillaga Gymnasium, City Hall, Burgess Pool, Gatehouse, and Menlo-Atherton Cooperative Nursery School at no cost to the City through the PG&E Government K-12 program	
Electrify Belle Haven Child Development Center	PW, CMO	in progress	Advertised construction bids; construction planned for fall 2026	
Electrify the Arrillaga Family Recreation Center	PW, CMO	in progress	Executed contract with PCE to receive member agency grant to fund final design and construction	
Scope Environmental Justice Element community-identified priority programs to fund and implement	CMO, CDD	in progress	Staff advancing patio garden at the Belle Haven Community Campus and researching Prop 4 Climate Bond grant funding opportunities to support implementation of EJ Element Priorities 2 (promote access to high quality and affordable food) and 3 (reduce pollution exposure and improve air quality); City Council adopted the City's first Anti-displacement Plan May 19, which implements EJ Element Program EJ5.G (see more info in Housing section)	
Continue enforcement of zero emission landscape equipment ordinance	CMO, PD	in progress	Police make contact with reported addresses; conduct bi-monthly details through the fall; re-launched ACT Menlo Park for community members to make reports of violations online	
Improve compliance with SB 1383 state organics law for businesses and multi-family properties	ASD, PW, PD	in progress	Continue to issue notice of violation letters to non-compliant accounts; annual route reviews of bins conducted throughout the summer; EQC received informational presentation on Menlo Park's compliance from ReThinkWaste in February	
Improve compost quality in compliance with SB 1383 and partnership with San Mateo County	ASD, PW	in progress	Continued joint education efforts by City and County on social media, in Recology bill inserts, and in person events	
Launch clean energy infrastructure (micro-grid) at BHCC	PW	in progress	Completed installation of solar canopies and PG&E commissioned the microgrid; construction will be finalized later this summer	
Complete construction of Chrysler Pump Station to improve resiliency of City's stormwater system	PW	in progress	Completion planned for 2026	
Complete a City fleet right sizing and electric vehicle charging study	CMO, interdept	in progress	Interdepartmental scoping is underway and a request for proposal for consultant to lead the study to be issued in the summer	

City Council priority	City Council work plan for fiscal year 2026-27			Updates
	Departments	Status		
DOWNTOWN VIBRANCY				
Manage Streetary program for outdoor dining options	CDD, PW, CMO	in progress	Of the six Streetaries, one restaurant is now fully compliant and permitted. As of July 2026: one business has since closed; two are approved pending final inspection; two are working through plans submission for City review and approval	
Implement and activate public plaza on 600 block of Santa Cruz Avenue	CMO, PW	in progress	Furniture installed at plaza with soft opening event held on May 31; continue to conduct ongoing coordination, maintenance and landscaping management; proposals from architectural consultants to complete full plaza build-out expected late July	
Repair irrigation equipment and partner with volunteers to replant areas along Santa Cruz Avenue	CMO, PW	in progress	Development of plant palette integrated into scope of work for plaza build-out to maintain design consistency throughout downtown; irrigation adjustments and planting will follow plant palette	
Address maintenance projects in downtown	CMO, PW	in progress	Broken latches on trash receptacles repaired; ongoing determination of optimum placement of receptacles based on use/maintenance needs; water fountain removal scheduled for August	
Advance design plans for plazas 7 and 8 resurfacing and renovation	PW	in progress	Design and outreach plan will be finalized in fall 2026	
Process property owner-initiated item to amend El Camino Real/Downtown Specific Plan to expand allowed uses	CDD	complete	Completed June 2026, with Planning Commission recommendation and City Council approval and adoption of the proposed amendments to the El Camino Real/Downtown Specific Plan; changes now in effect	
Organize City-hosted events throughout the year in the downtown including the summer concert series in Fremont Park, Halloween Parade and Carnival, LCS and Light Up the Season		in progress	Planning and implementation of events for 2026 underway	
Create communications tools for ongoing downtown business communication	CMO	in progress	New, quarterly economic development newsletter launched July 2026 targeting downtown business community plus subscribers; launched downtown-focused website with ongoing updates to inform business community of downtown activities	
Host a series of convenings of downtown property owners, developers and commercial brokers to provide updates and gather information on market trends	CMO	in progress	First Broker's Breakfast event hosting in July providing updates on Specific Plan changes, 600 Block Plaza plans, gathering feedback on potential programs.	
Pilot a Shop Local program to increase downtown business sales, engage residents and visitors, and support local sales tax base	CMO	in progress	Exploring a 6-month pilot rebate program for late summer launch	
Develop business attraction strategy to address downtown vacancies	CMO, CDD	in progress	Researching potential pop-up program to fill vacant spaces with uses that encourage activation of street	
Implement economic development programs to encourage retention of existing businesses, provide event programming and activations, and develop beautification projects	CMO, PW	in progress	Investigating feasibility of development of a business improvement district	
HOUSING				
Implement Housing Element:	CDD	in progress		
Pursue affordable housing development on City-owned downtown parking lots	CDD, PW	in progress	Held open house for community members to review the proposals and meet representatives of the three development teams (Alliant Communities, Presidio Bay Ventures, and Related California/Alta Housing) on May 7; City Council conducted a study session to receive presentations from the three development teams, conduct a question and answer session with the three teams and provide direction on the next steps in the evaluation process on June 2; informational item with update to tentative schedule will be included on July 14 City Council agenda; financial review of the three development proposals targeted for City Council review in September	
Implement adopted Anti-displacement Plan	CDD	in progress	City Council approved the Anti-displacement Plan May 19; Rental assistance program and legal assistance program planned for City Council review in the fall	
Implement homeownership preservation program with Habitat for Humanity	CDD	in progress	Two homes rehabilitated including roof repairs, plumbing, window replacement, wall repair and painting; four applications are being processed; approximately \$970,000 remaining in the program funds to be utilized by June 30, 2027	
Finalize NOFA funding agreement for 320 Sheridan Drive and 123 Independence Drive for below market rate funds	CDD	in progress	320 Sheridan loan set to close July 7 and building permits are expected to be issued soon thereafter to commence grading, utility work and other on-site improvements; review of funding agreement for 123 Independence will be aligned with construction of townhomes (TBD)	
Initiate second phase of BMR Guidelines update	CDD	in progress	21 Elements Grand Nexus and Feasibility Study reviewing BMR inclusionary requirements and commercial linkage fees commenced January 2026; preliminary findings are due in fall 2026 and will be presented to City Council	
Process funding and development application for 100% affordable, for-sale units at 335 Pierce Rd.	CDD	in progress	Planning Commission review scheduled for July 13; City Council to consider subdivision map and fee waiver request in August; approximately \$3.15 million of City loan expended for site acquisition and other predevelopment costs	

City Council work plan for fiscal year 2026-27				
City Council priority	Departments	Status		Updates
Process Parkline master plan	CDD	in progress (Phase 2)	City Council approved the project in October 2025; applicant submitted Phase 2 project plans and documents, as well the two architectural control applications, June 4; Phase 2 includes an increase in residential units by 282 for a total of 1,082 residential units with a mix of for sale single-family and townhome units and rental apartments and the addition of community-serving retail	
Enhance information sharing about current development projects and regulations	CDD	in progress	Comprehensive updates to the Building Division webpage launched in June, with additional work underway, including development of how-to videos to assist Accela users with the building permit process; published new development project webpages, such as Parkline Phase 2 and 1300 and 1308 Hoover St.; updates underway to Planning unit webpage, including recently adopted updates to	
Amend ADU regulations and SB 9 ordinance to comport with state laws	CDD	ADU - complete; SB 9 - in progress	Accessory Dwelling Unit (ADU) Ordinance City Council adopted amendments to ADU Ordinance June 9 (changes effective July 9); State Housing and Community Development Department found the City's ADU Ordinance in substantial compliance with State ADU law June 15; Planning Commission held study session to consider and provide feedback on potential amendments to the City's regulations for urban lot splits and two unit housing developments (Chapters 15.31 and 16.77 of the Municipal Code) for compliance with state law (SB 9 and 450), and potential options to streamline the development review process in single-family zones	
Partner with County of San Mateo's Center on Homelessness grant-funded program to provide services to homeless encampments in Menlo Park including RVs	interdept	in progress	Coordinating with team of agencies, service providers, law enforcement, and property owners to address two remaining encampment areas	
PUBLIC SAFETY				
Comprehensive department-wide staffing, deployment and workload assessment	PD	in progress	Scoping elements of a workload assessment including categories of data and dimensions and potential vendors	
Recruitment, selection, and field training program enhancement	PD	in progress	Reviewing Field Training Manual to identify areas for updates; conducting continual assessment of the Field Training Program to understand gaps or needs for trainee success; initiated a thorough review of recruitment, hiring, and onboarding process; ongoing recruitment and training of new Academy Graduates	
Data-driven burglary prevention and regional coordination	PD	in progress	Added burglary updates to the police department quarterly update to City Council; detectives and officers continue to connect with colleague agencies to share information and identify suspects and stolen goods; recent month-to-month burglary numbers remain well within the normal range	
Technology governance, transparency, and accountability program	PD	in progress	Assessing internal policies related to technology governance and participating in cross departmental efforts; police chief assisting with two national committee efforts to understand and establish sustainable guidelines for ethical use of artificial intelligence in policing	
SAFE ROUTES				
Maintain existing transportation assets through delivery of five-year paving plan	PW	in progress	Summer construction will include the 2026 resurfacing efforts, including Bay Rd. and Pierce Rd.	
Implement Vision Zero Action Plan	PW	in progress	Completed Middle Ave. Complete Streets Project and El Camino Real/Ravenswood improvements	
Continue to improve the bicycle and pedestrian network, with focus on safe crossings and connections to major services and transit	PW	in progress	Construction of the Middle Ave. Complete Streets project completed spring 2026; implemented Coleman Ave. bicycle and traffic calming pilot; preliminary design for Willow Rd. Pedestrian and Bicycle Safety project underway; daylighting (AB 413) efforts are being coordinated with PW maintenance team for implementation and prioritization of Safe Routes to School corridors; awarded SMCTA funding for safety improvements on Sharon Rd./Eastridge Ave., Oak Ave./Oak Knoll Ln. and the Santa Cruz Ave and Sand Hill Road Corridor with designs upcoming; conceptual design of Middlefield Rd. (Willow Rd. to Woodland Ave.) bike/ped improvements underway; bike lane facilities on Pierce Rd. will be constructed this summer. Alpine Trail design is underway	
Continue to implement Safe Routes to Schools program		in progress	Participating in school walk audits and coordinating with Police on e-bike safety; implemented Coleman Ave. bike pilot	
Proactively advance safety	PW	in progress	Implementing AB 413 Daylighting Law	
Implement Slow Streets Program		in progress	City Council adopted Slow Streets Program April 28; data analysis underway for ranking, design, and implementation of the safety improvements	
Update City policies to advance safety and VMT reduction	PW	delayed	Delayed due to staffing vacancies	
Implement shuttle service improvements	PW	in progress	Submitted for SMCTA grant funding for the shuttle program	
Support Complete Streets Commission / Environmental Quality Commission efforts to address transportation related greenhouse gas emission reductions	PW, CMO	in progress	Staff liaisons continue to provide support to both commissions	

City Council work plan for fiscal year 2026-27				
City Council priority	Departments		Status	Updates
Implement TDM policy and transportation management association	PW	delayed	Delayed due to staffing vacancies	