



EMERGENCY MEETING AGENDA

Date: 3/19/2020
Time: 3:30 p.m.
City Hall – “Downtown” Conference Room, 1st Fl
701 Laurel St., Menlo Park, CA 94025

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

By order dated March 16, 2020, the San Mateo County Health Official has ordered all individuals living within San Mateo County to shelter at their place of residence in order to contain the spread of the COVID-19 virus. Essential Government Functions are exempted from this Order. This public meeting is an Essential Government Function.

How to Submit Remote Public Comments: In light of the shelter in place order, the City recommends the public participate by providing remote public comments. To provide the safest environment for members of the public to participate in public meetings during the COVID-19 emergency, public comment can be submitted in writing via: menlopark.org/publiccomment one hour before the scheduled meeting time. Alternatively, members of the public may call 650-330-6650 at the start of the meeting to address the public body by telephone. The public may join the meeting in person at the noticed location to provide public comment before closed session; however, the City strongly urges compliance with the COVID-19 risk mitigation measures directed by the San Mateo County Health Officer and additional recommended preventative measures outline below:

Required COVID-19 risk mitigation measures:

- All attendees should stand or sit at least 6 feet from any other attendee;
- Proper hand hygiene and sanitation will be readily available to all persons at all times; additionally, alcohol-based hand sanitizer will be used;
- Attendees are advised that gatherings pose a heightened risk of COVID-19 transmission, and that older adults and individuals with existing health conditions as identified by the Centers for Disease Control and Prevention (CDC) and Appendix A attached to the [Order of the Health Officer No. c19-2b \(Revised\)](#) are at particularly serious risk if they contract COVID-19 and should not attend;
- Surfaces will be disinfected with wipes or other standard cleaners before, during and after the event.

Additional recommended preventive measures:

- Those over the age of 60 and those with co-morbid conditions (other underlying health conditions) should avoid gatherings to the extent possible;
- Stop shaking hands
- Under all circumstances, stop touching your face, eyes, nose or mouth with your unwashed hands.
- Social distancing – stay at least six (6) feet away from all other people – where possible.
- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60 percent (60%) alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Use a barrier, such as a paper towel or tissue, to touch commonly touched surfaces such as door handles or elevator buttons

- Cover your mouth and nose with a tissue when you cough or sneeze, and then throw the used tissue in the trash. If tissue is available, use the inside of your elbow. Immediately follow proper hand hygiene.
- If you are not feeling well or are experiencing cold, flu or other symptoms, stay home; avoid public areas and public transportation. Call ahead before seeking medical care.

Note: If the San Mateo County Health Officer changes his recommendation relating to non-essential and essential gatherings, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org.

Teleconference Participation: This meeting will be conducted in compliance with the Governor's Executive Order N-25-20 issued March 12, 2020, allowing for deviation of teleconference rules required by the Brown Act. Some or all members of the public body will be participating by teleconference. The purpose of this is to allow public officials, city staff and the public to participate in this emergency meeting while abiding by the San Mateo County Health Officer's guidance for the COVID-19 emergency.

Public Comment on these items will be taken before adjourning to closed session.
(see also "How to Submit Remote Public Comments" above)

CL1. Closed session conference with labor negotiators pursuant to Government Code §54957.6 regarding labor negotiations with the American Federation of State, County, and Municipal Employees Local 829 (AFSCME) and Confidential employees; Service Employees International Union Local 521 (SEIU); Menlo Park Police Sergeants Association (PSA); Menlo Park Police Officers' Association (POA); and Unrepresented Management.

Attendees: City Manager Starla Jerome-Robinson, Assistant City Manager Nick Pegueros, Deputy City Manager Justin Murphy, Interim City Attorney Cara Silver, Administrative Services Director Lenka Diaz, Human Resources Manager Theresa DellaSanta

Adjournment

At every Regular Meeting of the City Council, in addition to the Public Comment period where the public shall have the right to address the City Council on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the City Council's consideration of the item.

At every Special Meeting of the City Council, members of the public have the right to directly address the City Council on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the City Council by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours. Persons with disabilities, who require auxiliary aids or services in attending or participating in City Council meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 3/18/2020)