



## EMERGENCY MEETING MINUTES – DRAFT

**Date:** 3/20/2020  
**Time:** 5:30 p.m.  
**Teleconference**  
**701 Laurel St., Menlo Park, CA 94025**

### NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Legislative body teleconference participation: This meeting will be conducted in compliance with the Governor’s Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020, temporarily waiving portions of the Brown Act and modifying teleconference requirements. All members of the legislative body will be participating by teleconference.

How to Submit Remote Public Comments: In light of the stay-at-home order, the City encourages public members to 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/publiccommentMarch20](https://menlopark.org/publiccommentMarch20) up to one hour before the scheduled meeting time.

Public teleconference participation: Members of the public may participate by teleconference, as well as submit public comments in advance. Note: Public teleconference participation is not permitted during closed session discussion items. To submit public comments on agenda items remotely, see below.

Phone number call in: 650-503-4130

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, 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](http://www.menlopark.org).

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

### **Closed Session (City Hall - “Downtown” Conference Room, 1st Floor)**

#### **A. Call To Order**

Mayor Taylor called the meeting to order.

#### **Roll Call**

Present: Carlton, Combs, Nash, Mueller, Taylor  
 Absent: None

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

**B. Roll Call**

Present: Carlton, Combs, Nash, Mueller, Taylor

Absent: None

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

**C. Closed Session**

- C1. 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

No reportable actions.

- C2. Threat to Public Services or Facilities (Government Code § 54957) Consultation with:

City of Menlo Park Director of Emergency Services and Interim City Attorney

No reportable actions.

**D. Adjournment**

Mayor Taylor adjourned the meeting at 6:30 p.m.

Judi A. Herren, City Clerk