



CITY COUNCIL AND COMMUNITY DEVELOPMENT AGENCY MINUTES

Regular Meeting
Tuesday, June 18, 2002
7:30 p.m.
Menlo Park Council Chamber
801 Laurel Street, Menlo Park

ROLL CALL - Mayor Schmidt called the meeting to order at 7:30 p.m. Mayor Pro Tem Kinney, Councilmembers Collacchi, Borak and Jellins were present. Also present were City Manager Boesch, Assistant City Manager Seymour, City Attorney McClure, City Clerk Ramos and other department heads.

A. PRESENTATIONS AND PROCLAMATIONS

1. Heritage Tree Awards presented by the Environmental Quality Commission.

Mary Kenney, Environmental Quality Commission, provided background and presented the awards to Lucille and Gene Spurlock for their twin redwood trees at 856 Creek Drive, Jeff and Isabel Wadsworth for their white ash at 325 Claremont Way, and The Park Forest Homeowners Association for its row of redwoods on Stone Pine Lane. Jean Spurlock expressed thanks.

B. APPOINTMENTS AND REPORTS

1. Housing Commission (one vacancy) and the Community Mediation Service (one vacancy) with an application deadline of July 2, 2002 – Mayor Schmidt announced the current vacancies.
2. Councilmember Reports: Schmidt, Kinney, Borak, Collacchi, Jellins.

Councilmember Kinney reported on the El Camino tree beautification project and the status of the three legislative bills regarding regional water systems.

Councilmember Jellins reported on his meeting with the Linfield Oaks neighborhood association to discuss the Willow/Cambridge pedestrian/bicycle undercrossing project. He said that the residents are requesting to postpone the public hearing in July to September when residents return from vacation.

Questions and discussion ensued regarding the undercrossing project.

Councilmember Borak said that the project should proceed as scheduled on July 16. She encouraged those residents who will be out of town to write letters or email their concerns.

Councilmember Kinney said he would support rescheduling this matter to September to allow public participation.

Mayor Schmidt said that the City has received a lot of comments from residents and he encouraged others to communicate their concerns before July 16. He feels that extending it would further delay the project. He noted that with the proposed schedule, the construction of the project would occur when Caltrain shuts down its weekend runs, which would save the project some money. He would support leaving the item on July 16, as scheduled.

Councilmember Collacchi said he would support moving forward with the project as scheduled and suggested that perhaps staff can bring back a brief report at the next regular Council meeting.

Councilmember Jellins said he is looking forward to the discussion on July 16. He reported on his walk with residents on Santa Cruz Avenue and noted that he received some comments, which he has forwarded to staff.

Councilmember Borak said she would be happy to meet with Linfield Oaks residents.

Mayor Schmidt reported on his Board meeting with Samtrans regarding service cut backs. He invited the public on a bike ride scheduled on Sunday sponsored by the Committee for Green Foothills.

C. PUBLIC COMMENT #1

Martin Beaulaurier, Menlo Park, expressed concerns about the design of the childcare center and the Council's lack of questions about the design. He said that the light towers on top of the building are not compatible with the other buildings in the civic complex. He said that the roof configuration would cause maintenance issues and potential structural hazards in the long term.

Frank Carney, Menlo Park, spoke on behalf of Linfield Oaks Association and seconded the earlier request to continue the undercrossing item to September so many of the residents, who are currently out of town, can participate. He noted that the project is not small and requires a big sum of money and it would behoove the residents to participate. He said that there are no devious motives from the community.

Joseph Zabdyr, Menlo Park, asked for a response to his letter regarding the increased traffic and congestion on Willow Road and the overflow from Palo Alto.

City Manager Boesch replied that he has not seen the letter and that there are presently no plans for Willow Road.

Councilmember Jellins alluded to Mr. Carney's comments and pointed out the Capital Improvement Project budget allocation of \$250,000 to fund the bicycle/pedestrian underscrossing from Alma to El Camino Real.

Zenona Zabdyr, Menlo Park, commented about traffic speed, noise and safety issues on Willow Road and asked for police enforcement and the implementation of safety measures. She said that she collected 50 signatures from residents who are concerned about the noise.

Mayor Schmidt commented that noise and aggressive driving can be expected from an arterial street and the City is doing all it can to minimize the impact to the residential neighborhood.

Staff responded to questions regarding quiet pavement and other funding sources for mitigation.

Councilmember Jellins suggested bringing this matter back to the Council in January for project ranking. There was no objection expressed by the rest of the Council.

D. CONSENT CALENDAR

Mayor Schmidt read the consent calendar. Councilmember Jellins pulled items 2, 3, 4, 6, 7 and 9.

M/S Jellins/Borak to approve consent items 1, 5 and 8 as presented. Motion passed 5-0.

1. Approval of audited bills for period 50 ending June 7, 2002 and for pay periods 10 and 11 ending May 4 and May 18, 2002.
5. Adoption of a Resolution making certain findings and determinations in compliance with Section XIII B of the California Constitution (The Gann Initiative).
8. Approval of an amendment to the contract with the Area Agency on Aging for the Senior Congregate Nutrition Program in Fiscal Year 2001-02 to increase the contract by \$11,000, resulting in a total contract amount of \$51,875.

Pulled

2. Adoption of a Resolution authorizing the South Bayside Waste Management Authority to change its fiscal year period through an amendment of the Joint Powers Agreement.

Councilmember Jellins commented about the purpose of changing the fiscal year period.

Staff provided clarification regarding the deficiencies and additional costs.

M/S Kinney/Collacchi to approve item 2 as presented. Motion passed 4-1, with Councilmember Jellins dissenting.

Pulled

3. Authorize City staff to enter into an agreement with EMCON in the amount of \$70,800 for engineering services to monitor, operate and maintain the Bayfront Park leachate pumping control system and analyze leachate samples.

Councilmember Jellins commented about the selection process and contract scope and specifications. He expressed concern about the contract rates and the length of the term and suggested bringing this item back with additional information on rate comparisons.

Staff responded to questions regarding the City's previous experience with EMCON, the contract specifications, scope and term provisions, and the selection process.

M/S Kinney/Borak to approve item 3 as presented. Motion passed 4-1, with Councilmember Jellins dissenting.

Pulled

4. Adoption of a Resolution authorizing the City Manager to execute an agreement with the City of San Jose, County of Santa Clara and Santa Clara Valley Water District to provide high resolution color orthographic aerial photographs, planimetric drawings and contour map drawings of the City of Menlo Park for an amount not to exceed \$114,814.

Staff provided a correction to the agenda title to reflect an amount of \$124,897, not \$114,814.

Questions and discussion ensued regarding benefits and deliverables.

Councilmember Kinney commented on the photographic benefits particularly for the flood zone areas.

Councilmember Jellins expressed concern about Paragraph 2 in the Resolution and suggested rewording it in order to support the resolution.

City Attorney McClure clarified that the resolution language will reflect that the City of Menlo Park is asking for similar or comparable deliverables specific to the City of Menlo Park.

M/S Collacchi/Borak to approve item 4 as amended. Motion passed 5-0.

Pulled

9. Adoption of a Resolution approving the 2002-03 Budget of the San Francisquito Creek Joint Powers Authority (SFCJPA) and approving \$63,528 as the City's share to be appropriated from the City of Menlo Park Storm Water Management Program.

Councilmember Jellins noted that the subject Resolution is not attached and would appreciate having it available for review. He also asked for a clarification regarding the impact on the agency resources.

Staff provided a response.

M/S Collacchi/Kinney to approve item 6 as presented. Motion passed 5-0.

10. Adoption of a Resolution recommending that the San Mateo County Flood Control district impose charges for funding the 2002-03 County-wide NPDES (National Pollution Discharge Elimination System) General Storm Water Management Program.

Councilmember Jellins commented about the connection of the regulatory agencies and the funding methods imposed. He clarified his understanding of the fees to be imposed and questioned the source of funding.

Staff replied regarding the process and the tax rate.

Councilmember Jellins asked why this fee is being funded as a parcel tax rather than through the General Fund and other options.

Councilmember Jellins moved to table this item to allow time for staff to provide Council with information regarding the options and reasons for going with one option versus another.

The motion failed for lack of a second.

Councilmember Borak pointed out that for the vast majority of residents in the City, this amount will be a nominal fee on their tax bill.

M/S Borak/Kinney to approve item 7 as presented. Motion passed 4-1, with Councilmember Jellins dissenting.

9. Approval of Minutes for the City Council Meeting of May 14 and May 21, 2002.

Councilmember Jellins corrected the minutes of May 14 to reflect Councilmember Collacchi's absence under roll call. He also noted that he has some corrections to the minutes of May 21 but did not have those with him and requested bringing the draft minutes of May 21, 2002 back next week.

Councilmember Borak corrected the minutes of May 21 under the second sentence in paragraph 10 on page 6, to add the word "speed" after the word "traffic", to read, "*She agrees that traffic calming makes sense in reducing traffic speed.*"

Mayor Schmidt suggested providing the suggested correction of the minutes of May 21 to the City Clerk to incorporate into the draft minutes and bring the "corrected" draft minutes to the Council next week for its consideration and approval.

M/S Schmidt/Borak to approve the minutes of May 14 as amended tonight and bring back the minutes of May 21 with the proposed corrections of Councilmember Jellins to be provided to the City Clerk and the proposed change of Councilmember Borak as expressed tonight for Council consideration and approval at its regular meeting next week. Motion passed 5-0.

E. PUBLIC HEARING

1. Adoption of a Resolution overruling protests, ordering the improvements, confirming the diagram and ordering the levy and collection of assessments for the City of Menlo Park Landscape Assessment District for Fiscal Year 2002-03.

Pat Stone, Supervising Engineer, presented the staff report.

Mayor Schmidt opened the public hearing at 9:20 p.m. There was no public testimony received.

M/S Kinney/Collacchi to close the public hearing. Motion passed 5-0.

M/S Kinney/Collacchi to approve item E1 as presented. Motion passed 5-0.

2. Adoption of a Resolution approving a regulatory fee to implement the local City of Menlo Park Storm Water Management Program (SWMP) for fiscal year 2002-03.

Pat Stone, Supervising Engineer, presented the staff report and responded to questions regarding impervious surfaces in residential areas, runoff and area drains for new development, and reductions and credits for property owners. He noted an oversight in the staff report and suggested that the word "residential" should be referenced.

Councilmember Jellins suggested including information in the City's newsletter about the opportunity for residents to obtain reductions and credits for the fee for their best storm water management practices.

Mayor Schmidt opened the public hearing at 9:28 p.m. There was no public testimony received.

M/S Collacchi/Schmidt to close the public hearing at 9:29 p.m. Motion passed 5-0.

M/S Jellins/Collacchi to approve item E2 as presented. Motion passed 5-0.

Councilmember Kinney noted that a 25% credit is nominal and suggested exploring additional incentives in time.

Mayor Schmidt declared a recess at 9:35 p.m. and reconvened the meeting at 9:45 p.m.

F. REGULAR BUSINESS

1. Adoption of the fiscal year 2002-03 Budgets.

David Boesch, City Manager, presented the staff report.

Staff responded to questions regarding the baseline for prior performance, results and measures, service inputs and outputs, code enforcement, monitoring activities, personnel, complaint tracking, computer upgrades, maintenance for the El Camino tree project, sidewalk design and installation, streetscape improvements in the redevelopment area and other CIP projects, and the process of rolling over unspent project funding.

City Manager Boesch suggested having a more complete discussion regarding sidewalks in the next month or so to help determine scope and costs.

M/S Jellins/Kinney to approve the budgets as presented. Motion passed 5-0.

Mayor Schmidt moved agenda item F3 to this part of agenda.

3. City Council (1) approval of design and implementation of "Category 1" improvement measures in the Traffic Safety and Management Plan for the Middle Avenue and Oak Knoll School area; (2) allocation of \$25,000 from the 2001-02 Traffic Impact Fee Account to fund the implementation of these improvements; (3) direction to staff to proceed with the design of "Category 2" improvements; and (4) direction to staff on items contained in "Category 4" improvements.

Jamal Rahimi, Transportation Manager, presented the staff report with overheads and responded to questions regarding other pedestrian crosswalks not included in Exhibit A1, clearing the landscape in the public right of way and parking.

Councilmember Kinney suggested combining Category 4 items with Category 3 in terms of public outreach.

Mary Kay Kroeger, Menlo Park, suggested including the handicap ramp in front of school and repainting the crosswalks with the signs under Category 1. She commented about repairing the sidewalk at the intersection of Oak and Olive on the northwest corner, restricting parking in the morning on Oak Avenue on the northside because it is too narrow and moving the crosswalk down the street for visibility and safety reasons and moving it to Category 1. She suggested changing the "no parking" signs to 7:30 a.m. to 8:30 a.m. and 1:00 p.m. to 3:30 p.m. and make them all consistent.

City Attorney McClure clarified that the referenced crosswalk is in Category 2 because the existing drainage problems would require engineering work.

Staff responded that the Category 2 items are scheduled in November.

Susan Young, Menlo Park, concurred with Ms. Kroeger. She concurred with Councilmember Kinney to move items 1, 2 and 3 in Category 4 to Category 3. She suggested considering Middle to Oak Avenue and part of Olive Street for landscape clearance under item 2. She reiterated moving item 4 to Category 1. She stated that the problems associated with the use of the Oak corridor as a bike route for children are not addressed in the recommendation, and proposed upgrading existing crosswalks and signage in Category 1. She suggested restricting the parking at Oak Avenue between Lemon and Oak Knoll on the northside between 7:30 a.m. and 8:30 a.m. and on the southside from 1:30 p.m. to 3:30 p.m., noting that the vehicle lane in that section of the road narrows by ten feet. She requested the City to pave the northwest corner of Oak and Olive because it is difficult for bicyclists.

Staff responded to questions regarding paving the northwest corner of Oak and Olive without engineering work.

Carl Baier, Menlo Park, referred to a petition that was submitted requesting consideration of increased speed and traffic safety enforcement on Middle and West Menlo, installation of stop signs at San Mateo and Middle, and reduction of the speed limit on Middle from 35 mph to 25 mph. He expressed concern that the Category 3 items have no timelines. He suggested including the reduction of speed on Middle Avenue in Category 3.

Staff responded to questions regarding timelines for Category 3.

John Cameron, Menlo Park, questioned the need to pave sidewalks northside of Middle Avenue between Hermosa and Cotton under Category 1, the left turn prohibition on White Oak onto Oak Knoll between the hours of 8:00 - 8:30 a.m., particularly when parents drop their kids off at that the site during bad weather and asked a reconsideration. He questioned the installation of a stop sign on Middle Avenue at San Mateo Drive under Category 3 because it would congest traffic and impact the residents at that location. He said that the statistics show no accidents or injuries at that location for some time. He questioned parking restrictions for the apartment tenants on Middle Avenue because of the need to have parking for guests.

Carol Huntington, Menlo Park (no card submitted), commented about the problem of communication with the Council with respect to community input. He said that traffic has been an issue for the City and there is no need to make major changes to address traffic. She said that many residents did not attend tonight's meeting because of the understanding that no action would be taken. She feels that Council does not have the community input that it needs to make informed decisions and suggested that it provide for that and meet with the school and parents.

Staff responded regarding sidewalks and the various meetings held regarding this matter including the school and the parents.

Councilmember Jellins expressed concern about the process for reviewing the items in Category 3 and commented about outreach efforts. He expressed the following: He supports the left turn restriction on Oak Knoll and eliminating parking on the north side of White Oak; he supports the left turn restriction from White Oak onto Oak Knoll at the school site and the parking restriction on the north side of Oak at Oak Knoll; he would not object to including the striping of the parking strips under Category 3; he said that signs should be painted regularly and supports the handicap sign; he does not support the stop sign at San Mateo without additional public outreach; he supports the parking restriction on Middle in the morning and afternoon and put it under Category 3; he would like to see the changes proposed at the corner of Olive and Oak and Oak Knoll; he would support putting the speed humps on Oak Avenue between Amber Way and Pembroke Place; he would support the landscape clearance on Olive between Middle and Santa Cruz and the installation of striping of parking restrictions on local streets into Category 3; and, supports putting the parking prohibition on the northside of Oak between Lemon and Oak Knoll under Category 1.

First Motion

M/S Kinney/Schmidt to approve:

- **Category One (to be implemented by August 15, 2002)**
 - **Install a new crosswalk across Oakdell at Oak Knoll**
 - **Install a new crosswalk across Oakfield at White Oak**
 - **Enhance signage at the existing crosswalks at the intersection of Olive and Oakdell**

- Prohibit parking on north side of White Oak between Oakfield and Oak Knoll during 7:30 – 8:30 a.m. and 1:30 – 3:30 p.m.
- Extend the sidewalk on the north side of Middle between Hermosa and Cotton
- Prohibit left turns from White Oak onto Oak Knoll between 8:00 and 8:30 a.m.
- Upgrade all existing crosswalks the same way as the new crosswalk
- Improve the intersection in the northwest corner of Olive and Oak
- Install a handicap ramp at the school
- Prohibit parking on the northside of Oak between Lemon and Oak Knoll between 7:30 and 8:30 a.m.
- **Category 2 (to return to Council in November)**
 - Reconstruct the intersection of Oak and Oak Knoll, including relocation of the existing crosswalk on Oak to the east side of the intersection
 - Repair the drainage facility at Oakdell and Oak Knoll
 - Repair the shoulder pathway on both sides of Oak between Pembroke and Brandon
 - Install a new crosswalk on Middle Avenue at Cotton
- **Category 3 (to be assessed through further public outreach)**
 - Evaluate installation of a four way stop control at the intersection of Middle Avenue and San Mateo Drive
 - Investigate pedestrian pathway and bike lane striping and parking restrictions on Middle Avenue, including:
 - Evaluating the elimination of the dedicated right turn lane on west bound middle Avenue at University Drive (considering the impact on queuing and the Little House facility)
 - Studying the impact of parking restrictions on the apartment tenants along Middle Avenue
 - Install speed humps on Oak Avenue between Ambar Way and Pembroke Place
 - Landscape clearance in the public right of way on the west side of Olive between Middle and Santa Cruz Avenue
 - Install striping and parking restriction on local streets surrounding Oak Knoll School
 - Reduce traffic speed on Middle Avenue

Councilmember Borak suggested an amendment to the motion under Category 3, bullet #4 to expand the scope of the landscaping clearance between Middle and Santa Cruz Avenue to include Middle and Oak both ways. The amendment was accepted.

Amended Motion:

M/S Kinney/Schmidt to amend the motion and add to Category 3, landscaping clearance on both sides of Middle and Oak.

Discussion ensued regarding parking restrictions on the apartment tenants along Middle Avenue, striping for parking on Oak and Middle, proposed sidewalks and stop signs, and base speed counts.

Councilmember Borak noted that striping could be postponed because of the sewer installation project on Middle Avenue.

Councilmember Collacchi suggested obtaining base speed counts for Oak to warrant whether humps or stop signs are justified. He said he is reluctant in restricting the parking on Oak because the public's disposition was unclear. He feels that staff has done a good job of identifying the items near the school. He said that if Council supports the parking restriction on Oak, he would not oppose it. He said that he

provided staff with literature on evaluating speed humps that outlines a rigorous process that he would recommend using.

The first motion and the amended motion passed 5-0.

2. Community Development Agency Adoption of Resolutions Approving the Community Development Agency Budget for the 2002-2003 Fiscal Year, Approving a Loan from the City for the 2002-2003 Budget, Authorizing an Agreement to Repay the City, Determining that Planning and Administrative Expenses are Necessary for the Production, Improvement and Preservation of Low and Moderate-income Housing.

City Council Adoption of a Resolution Determining the Benefit and Need for Agency Funded Improvements, and City Council Adoption of a Resolution Authorizing a Loan to the Community Development Agency for the Agency's 2002-2003 Budget.

There was a consensus to table this item to the next regular Council meeting of June 25, 2002.

3. City Council (1) approval of design and implementation of "Category 1" improvement measures in the Traffic Safety and Management Plan for the Middle Avenue and Oak Knoll School area; (2) allocation of \$25,000 from the 2001-02 Traffic Impact Fee Account to fund the implementation of these improvements; (3) direction to staff to proceed with the design of "Category 2" improvements; and (4) direction to staff on items contained in "Category 4" improvements.

Item F3 was taken out of order and moved up.

4. Consideration of legislative items listed in the League of California Cities Bulletin(s), or items referred to in Written Communications or Information Items, including decisions to support or oppose any such legislative, communication or information item – None.

G. WRITTEN COMMUNICATIONS - None

H. INFORMATION ITEMS

1. Information regarding the Intersection Level of Service Evaluation Methodology – Noted and filed.

I. PUBLIC COMMENT #2 - None

Councilmember Borak commented about the process of pulling consent calendar items and suggested that the Council should contact staff for any questions and concerns about the consent items before the meeting to prevent delays.

J. ADJOURNMENT – 12:10 p.m.

Susan A. Ramos, City Clerk
Approved by City Council on July 30, 2002