



**CITY COUNCIL**  
and  
**COMMUNITY DEVELOPMENT AGENCY MINUTES**

Tuesday, April 8, 2003  
7:30 p.m.

**The Menlo Park Council Chambers**  
**801 Laurel Street**  
**Menlo Park, CA 94025**

The scheduled teleconference with participation by Council Member Collacchi from the Hilton Hotel at 3003 North University Drive, Ft. Lauderdale, Florida 33322 did not occur because Council Member Collacchi was on location at 801 Laurel Street, Menlo Park, CA 94025

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**6:00 p.m. SPECIAL MEETING** (Council Chambers)

**ROLL CALL** - Jellins, Duboc, Collacchi, Kinney, Winkler

**STAFF PRESENT** - David Boesch, City Manager; William McClure, City Attorney; Audrey Seymour, Assistant City Manager; Silvia Ponte, City Clerk. Various department heads and other staff present.

The special meeting was called to order at 6:07 p.m.

1. Review and approve a letter of Intent between the City of Menlo Park and the Sequoia Union High School District for the future Use of the Performing Arts facility at Menlo-Atherton High School.

Mayor Jellins introduced certain members of the Sequoia Union School District and invited staff to make its presentation.

Curtis Brown, Director of Community Services, presented the staff report to the City Council. Staff thanked Commissioner Nancy A. Chillag (Chair of the Arts Commission) for her assistance in the negotiations.

Council asked questions of staff and invited Members of the Sequoia Union High School District to provide input.

**Public comment:**

**Pat Gemma**, superintendent of the Sequoia Union High School District reaffirmed the district's support for this type of project. The District hopes to better serve the community with this project.

**Eric Hartwig** approves the project and introduced a group of students who performed an impromptu theater act, portraying the value and benefits of this joint use agreement. The students were: Amber Palmer, Jim Brandon, Alice Pincoble and their teacher Laurie Cossigen.

**Gordon Lewin**, spoke about the benefits of a letter of intent and stated his hopes to proceed with this project.

**Angela McIntire**, shared excitement about having a three-partner project (School District, City of Menlo Park, and a private donor). Having the City support this project adds credibility to the project.

**Robin Severns** a construction program manager for the Sequoia Union High School District, provided details about the location and possible design for the building. Ms. Severns believes this is good use of public funds.

Council posed questions to speakers, and asked for clarification on the terms of the letter of intent. Council discussed its investment of \$2.6 million. Mayor Pro Tem Duboc thanked Nancy Chillag for her involvement in this project. It is anticipated that the City will have approximately 25% use of the new facility with this joint use agreement (which is still being worked out.)

**Tom Harrison** supports this project and hopes Menlo Park ventures into the arts.

**M/S Duboc/Winkler motion to endorse the letter of intent, deleting the word “merely” from the content of the letter. Motion passes unanimously.**

**ADJOURN TO THE REGULAR MEETING AT 7:10 p.m.**

**7:30 p.m. REGULAR MEETING** (Council Chambers)

**ROLL CALL** - Jellins, Duboc, Collacchi, Kinney, Winkler

**STAFF PRESENT** - David Boesch, City Manager; William McClure, City Attorney; Audrey Seymour, Assistant City Manager; Silvia Ponte, City Clerk. Various department heads and other staff present.

**PLEDGE OF ALLEGIANCE**

The Mayor informed the community about the special meeting that occurred at 6:30 p.m. and about the Council action to approve a letter of intent.

**A. PRESENTATIONS AND PROCLAMATIONS**

1. Presentation by the Coastal Conservancy regarding the South Bay Salt Pond Restoration Project.

Clyde Morris, with U.S. Fish and Wildlife, provided a presentation on the largest wetland restoration project in the history of the Western part of the United States of America.

2. Proclamation recognizing National Library Week.

Mayor Jellins presented the Proclamation to Susan Holmer, Library Services Director.

3. Swearing in of newly appointed commission members.

Silvia Ponte, City Clerk, swore in Lorie Sinnott as a new Planning Commissioner and Marie Pipo Bui as a new Bicycle Commissioner.

**B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS**

**1. Council Member Reports:**

- Council member Kinney gave a report on being sworn in by Jackie Speier at the formation of the San Francisco Bay Area Regional Water System Financing Authority. This organization will help finance the seismic upgrade and rehabilitation of the Hetch Hetchy water system.

- Mayor Pro Tem Duboc reported that she attended the Airport Noise Abatement Joint Powers Board meeting and the rider-ship at the San Francisco Airport is down by millions, and this is a serious concern.
- Council member Winkler spoke about a group of citizens who spent about 8 hours during two days selecting a developer for the project in Belle Haven (on Hamilton and Chilco). The selected developer was Clarum Corporation.

**Mayor Jellins pulled Information item “H” from the normal sequence of the Regular Agenda and Council acknowledged receipt of this item at this time.**

## **H. INFORMATION ITEMS**

1. Update on the Police Department’s response to Racial Profiling. (*Staff Report # 03-058*)

Mayor Jellins and Council Member Kinney recognized members of the Police Department present, and the task force who worked diligently on this matter.

## **C. PUBLIC COMMENT #1**

**Steve Draper** referred to the letter sent by Ms. Barbara Woods regarding the Allied Arts and disagrees with its statements. He believes an EIR (environmental impact report) is necessary.

**Amy Klein** spoke about the Guild running a business enterprise, and stated that the volunteers will be used for its profit.

**Peter Hart** shared concerns about the City approving a major business operation that is located in a residential area.

**Kathy Parker** stated that she did not appreciate the last minute tactics used by the WAA (Woodside Atherton Auxiliary), and mentioned that the Sunday hours listed in the letter were incorrect.

**Ron Peterson** agreed with the previous speaker, and the comments made by her.

**Mark Lieberman** shared support for all the comments made by Ms. Parker.

**Adele Liberman** agreed with the comments made by Ms. Parker.

**Bonnie Garrick** echoed the concerns made by Ms. Parker.

**Robert Susk** representing the Allied Arts, expanded on the letter sent by Ms. Barbara Woods, and referred to its content as basic administrative items. He requested that traditional events (that occur in the evening) not be counted as special events.

**Steve Walton** appreciated the consensus reached at the Council meeting of March 25, 2003, and concurs that the Allied Arts should have a viable business plan that permits donations to the hospital.

## **D. CONSENT CALENDAR**

### **Item removed D1**

1. Waiver of reading Ordinance No. 919 and Ordinance No. 920; adoption of Ordinance No. 919 amending Title 16 of the Menlo Park Municipal Code, adding Chapter 16.55 AAGP Allied Arts Guild Preservation District and amending 16.08 Districts established – General Regulations; adoption of Ordinance No. 920 Rezoning the property; and approval of Allied Arts Guild Preservation Revised Permit for the Allied Arts Guild located at 75 Arbor Road. (*Staff Report # 03-056*)

2. City Council adoption of a Resolution No. 5438 amending the Residential Permit Parking District Number 1 in the Flood Triangle neighborhood to exclude the following Street Section: Bay Road, east side of the Street, from address 313 to 333. *(Staff Report # 03-055)*

**Item removed D3**

3. City Council approval of striping plan for the installation of Bicycle Lanes on Alma Street between Ravenswood Avenue and the southern Alma Street terminus. *(Staff Report # 03-053)*
4. Approval of a Resolution No. 5439 authorizing continued participation in the City/County Association of Governments of San Mateo County (C/CAG) and approval of the Joint Powers Agreement.
5. Approval of audited bills for period 38 ending March 21, 2003 and pay periods 1, 2, 3 and 4 ending December 28, 2002, January 11, 2003, January 25, 2003 and February 8, 2003.

**Item removed D6**

6. Approval of the Minutes for the City Council Meetings of March 18, 2003 and March 25, 2003.

Various Council Members pulled item D1, D3 and D6 from the Consent Calendar.

**M/S Collacchi/Kinney motion to approve consent calendar items D2, D4, and D5. Motion passes unanimously.**

**Discussion on item D3**

Council Member Winkler addressed item D3 by asking staff for confirmation that striping will not occur in front of the Burgess Park area. Kent Steffens, Director of Public Works, clarified the matter by stating that the area adjacent to Burgess Park will be striped with less expensive paint material, and that this area would be redone with permanent thermoplastic pavement markings as part of the Burgess Park Project.

**M/S Winkler/Collacchi motion to approve consent calendar item D3. Motion passes unanimously.**

Mayor Jellins acknowledged the presence of Richard Napier, Executive Director of the City/County Association of Governments (C/CAG).

**Discussion on item D6**

Mayor Pro Tem Duboc referred to item D6 as needing a correction on the Minutes of March 18, 2003 page 5, point 18 - the number 25 should be changed to 35. Council agreed with this correction.

**M/S Collacchi/Kinney approved item D6 with one correction in the Minutes of March 18, 2003. Motion passes unanimously.**

**Discussion on item D1**

Council Member Collacchi asked questions of staff on particulars in the permit. The City Council summarized the main remaining questions:

- 1) Was Council's intention to include large events among the number of special events previously identified?
- 2) Are traditional events to be included in special events?
- 3) Did Council intend to restrict the access of retail users/operators to the hours set forth in the permit?

- 4) Did Council intend to limit the use of facilities (multi-purpose room) for small groups, under 50, using them for classes, demonstrations, during normal business hours, and include the need for shuttling?
- 5) Does the Council confirm that sections 8, 9 and 10 (relating to a reporting and monitoring plan) expressed the Council's intention?

Council consensus on answers to the above questions was as follows:

- 1) Yes.
- 2) Traditional events that conclude after the end of the daytime events are to be included in the special events count.
- 3) Access of retail owners/operators should be granted with the exception of customers, deleting the second sentence in 6.111, and in section 6.2 the language to read "retail sales establishments may be accessed anytime by business owners and employees." Owners, employers, and volunteers may access the restaurant anytime for other activities other than food preparation.
- 4) These activities to be considered retail activity but to be treated as daytime events and may be required to be shuttled if they are a "gathering" sponsored by the Allied Arts and exceed parking capacity.
- 5) Consensus to go ahead with having the applicant prepare a shuttle and parking plan, and the Community Development Director to have authority to review it.

Patricia Coplin expressed concerns about limiting the impacts on the neighborhood. She said the City needs to make the Allied Arts responsible for these impacts. The Guild should comply with a plan set forth by the City.

Council discussed altering some "shalls" in the permit to "shoulds", and agreed to make some changes to the permit. Council reached a group decision to rely on the Community Development Director to implement this change, and come back to Council if there were questions.

**M/S Duboc/Kinney motion to include action items within the title of the Consent Calendar, i.e. adoption of Findings and Actions for Approval set forth in exhibit A, with the specific wording in exhibit A to track the wording including waiver of reading of the ordinances, adoption of ordinances, adoption of the findings, approval of the permit as modified. To include the following as part of the motion:**

- All answers listed above (1 through 5) to be part of the motion;
- Areas of consensus during the discussion such as: deletion of word "private" in section 2.1.2 on page D1 of the permit; clarification on special events section 5.2, and after the number 43 include up to four large events to clarify that the four large special events are part of the maximum 43 number; in section 6.1 a sentence to be added with the restaurant portion to include access by employees, owner, and volunteers permitted for limited purposes such as maintenance, and inventory;
- Owner shall designate a property manager or other representative as the neighborhood liaison.

**Motion carries unanimously.**

## **E. PUBLIC HEARINGS**

1. Adoption of a Resolution No. 5440 of the Menlo Park City Council to form and become a member of the Bay Area Water Supply and Conservation Agency (BAWSCA) (Continued from March 25, 2003). (*Staff Report # 03-047*)

Ruben Nino, Director of Engineering Services had nothing to add since this item was continued from a previous meeting.

Mayor Jellins asked for Public Comment:

There was no public comment.

**M/S Kinney/Winkler to close the public hearing. Motion passes unanimously.**

**M/S Kinney/Duboc to approve the resolution and accept staff recommendation. Motion passes unanimously.**

## **F. REGULAR BUSINESS**

1. Approval of proposed immediate traffic control measures for Woodland Avenue; applicability of developer funds for Traffic Management in the Willows Neighborhood; and a work plan for a Willows Traffic Management Program. *(Staff Report # 03-060)*

Dan Smith, transportation consultant for the City of Menlo Park, provided a presentation. Staff clarified that in August of last year, some erroneous information was given to the Transportation Commission, but the information presented now is correct. Mayor Jellins thanked all those who had emailed and wrote letters in regards to this matter.

Council asked questions of staff and subsequently ensued in some discussion, clarifying that its efforts are:

- 1) to start with the plan by using the \$80,000 for improvements;
- 2) embark in a larger project to address traffic issues in the Willows.

Colleagues from East Palo Alto are to be contacted on this project.

Mayor Jellins asked for Public Comment:

**Art Margolis** expressed concerns about traffic on Woodland, due to the number of accidents, and supports passing all the proposed traffic recommendations, including the alternates.

**Barbara Hunter** asked for a comprehensive citywide traffic plan. She asks that Council implement a plan for all of Menlo Park and not just portions of the City.

**Rebecca Alzofon** recited a letter by Eric Doyle, and shared concerns about the segregation of east Menlo Park residents.

**Max Crittenden** does not believe the City should rush into this project because the need is to have a Menlo Park Traffic Plan versus a Willows Traffic Plan.

**John Donald** spoke as a resident, thanking the Council for the leadership shown, but stressing that action is needed as soon as possible. He agrees with the staff recommendations.

**Amy Harris** is very concerned if Chester is not included in the plan. Ms. Harris believes the time is now to move forward and stop cut through traffic.

**Laure Laprais** talked about the traffic in Menalto and the need for sidewalks and crosswalks. Ms. Laprais is a member of the Menalto Avenue Traffic Safety Group.

**Kelly Fergusson** stated that sidewalks qualify for the funds available, and presented Council with a four-page argument on this item. She requested that funds be allocated for Menalto Avenue.

**Chuck Bernstein** agrees with the staff recommendations but would like to propose an

additional plan, which includes a more thorough approach. He supports the TJKM plan.

**Kent Smith** is grateful for the Council's attention to this matter, but is worried about other streets such as Chester. Traffic has been a problem in all of the Willows area.

**Elaine Hammond** supports the Woodland plans as proposed, but would like the plan to extend to the rest of the Willows area. Commercial activity in East Palo Alto has increased greatly, resulting in cut through traffic.

**Penelope Huang** stated many concerns with traffic in the Willows, and would like the City to embrace a comprehensive traffic plan. Pursuit of commercial and business development in adjacent cities has made matters worse, and traffic in the Willows is a problem that needs to be addressed. Mitigation measures should include all adjacent streets to Woodland. Ms. Huang surveyed 47 residents of Chester Street, and all those contacted supported the traffic circle, upgraded speed humps, and the TJKM plan. (Tom Caldecott donated time to Ms. Huang).

**Rich Mintz** talked about the Council considering a plan that includes Chester and Menalto Avenues, and inquired about the plan submitted by the Menalto Avenue Traffic Safety Group.

**Olivette Smith** requested that the Council implement the traffic plan outlined in the TJKM study. Ms. Smith requested that Council act responsibly on behalf of all the residents affected.

**Eric Johnson** expects some resolution to this traffic problem, and hopes that something will happen not just on Woodland but also on Chester and other neighboring streets.

**Bob Hubbell** stated his support for all the recommendations, but hopes the City will spend all of the funds, and look at other areas in the Willows. He believes that traffic volume is a serious problem.

**John Sakamoto** hopes the Council will approve this 17-step plan, but in his opinion it does not go far enough to address the traffic problems. He suggests a speed hump at 1205 Woodland Avenue.

**Diane Mavica** talked about safety issues related to traffic and how it could impact her family. She is hopeful that sidewalks and crosswalks will be part of the plan for Menalto Avenue.

**David Speer** appreciates the Council's efforts and hopes that the project is expanded because this is a Willows-wide problem. He would like Council to take action on Chester and other streets.

**Omar Kinacan** thanked the Council and staff for the report, and thinks this is the absolute minimum that needs to be done. He hopes Council will move forward with TJKM plan, including addressing volume and parking problems.

**Paul Montgomery** would like the Council to use its imagination and envision 5,000 cars trying to enter IKEA and Home Depot on the weekend. Cut through traffic is a serious concern, and will congest the traffic in that area.

**Bess Greenfield** member of the Menalto Avenue Traffic Safety Group spoke about the need for sidewalks to increase safety on Menalto. She believes this is a covered use under the De Monet settlement funds.

Council ensued in some discussion asking questions of staff. Council reached consensus.

**M/S Collacchi/Winkler motion to:**

- **Approve traffic calming measures for Woodland Avenue, items 2 through 15 of the staff recommendations, selecting a speed hump between Euclid Avenue and Oak Court rather than stop signs at Euclid (option 1 in the staff report);**
- **Conduct outreach and develop an implementation plan for speed humps and a traffic circle for Chester Street. Neighborhood wide measures to be evaluated need to address both traffic speed and volume. This should include looking at various methods outlined in the TJKM report (encapsulation, maze, diverters). Outreach will include working with the City of East Palo Alto and Mayor Jellins and Council Member Collacchi will facilitate these efforts;**
- **Conduct an origin and destination study if sufficient number of volunteers are identified, and it can be done relatively soon;**
- **Determine if sidewalks are considered traffic calming measures eligible for use of De Monet Settlement Agreement funds;**
- **Coordinate the abovementioned approach with the updating of the Circulation Element revision to the General Plan;**

**Motion passes unanimously.**

Staff is to return to Council within six months with a status report. Staff will send out specific notices to Woodland residents, and will return to Council requesting an appropriation of funds to fund the agreed upon measures.

2. Consideration of state and federal legislative items or items referred to in Written Communications or Information Items, including decisions to support or oppose any such legislative, written communication or information item.

No items at this time.

## **G. WRITTEN COMMUNICATIONS**

1. Request by Mayor Pro Tem Lee Duboc to consider a Resolution urging the San Mateo County Board of Supervisors to rescind their plan to install a “Bulb out” at the southwest corner of Avy Avenue and Alameda de la Pulgas in unincorporated Menlo Park.

**Hank Lawrence** spoke against the San Mateo County Plan to install a “Bulb out” because it is very dangerous for cyclists. Mr. Lawrence illustrated his point by sharing a map with Council. He believes this plan is going to be a failure. This resolution demonstrates that the City Council is aware of the danger and that Council wants to be responsive to the residents concerns.

Council discussed the timing of this proposal, and the Board of Supervisors’ process. Consensus was to have City staff assess the County Plan and come back to Council with a professional analysis.

**Hank Lawrence** restated his disagreement with the approach of the Board of Supervisors to have the “bulb out” installed in that area.

**M/S Jellins/Duboc motion to table consideration of this resolution at least until April 29, giving staff time to review the County Plan and provide feedback to Council. Motion passes unanimously.**

**I. PUBLIC COMMENT #2 (Limited to 30 minutes) - None**

**J. ADJOURNMENT AT 1:00 a.m.**



**Respectfully submitted,**

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Silvia M. Ponte, City Clerk**

**Approved as submitted by the City Council of Menlo Park on April 22, 2003.**