



CITY COUNCIL COMMUNITY DEVELOPMENT AGENCY MINUTES

Tuesday, July 27, 2004
7:00 p.m.

701 Laurel Street, Menlo Park, CA 94025
Menlo Park City Council Chambers

7:00 p.m. REGULAR MEETING (Menlo Park City Council Chambers)

ROLL CALL – Duboc, Winkler, Collacchi, Jellins, Kinney. Council Member Collacchi is absent.

PLEDGE OF ALLEGIANCE

STAFF PRESENT – David Boesch, City Manager; William McClure, City Attorney; Audrey Seymour, Assistant City Manager; Silvia M. Vonderlinden, City Clerk. Various department heads and other City staff were present.

A. COMMISSION VACANCIES AND REPORTS

Mayor Duboc announced each of the vacancies.

1. Two vacancies on the Arts Commission to fill two expiring terms. The vacancies are for terms that will end in September 2008. The deadline for receipt of applications is September 7, 2004 at 5:30 p.m.
2. The Bicycle Commission has one vacancy to fill an un-expired term that ends April 2005. The deadline for receipt of applications is August 23, 2004 at 5:30 p.m.
3. Two vacancies on the Environmental Quality Commission to fill two expiring terms. The vacancies are for terms that will end in August 2008. The deadline for receipt of applications is August 9, 2004 at 5:30 p.m.
4. One vacancy on the Housing Commission to fill an un-expired term ending in July 2005. Extended deadline for receipt of applications is August 9, 2004 at 5:30 p.m.
5. One vacancy on the Las Pulgas Committee to fill an un-expired term. This term will end in March 2005 (this vacancy is for a business member seat). One vacancy on the Las Pulgas Committee to fill an un-expired term ending in March 2005 (this vacancy is for a rental owner seat). Extended deadline for receipt of applications is August 9, 2004 at 5:30 p.m.
6. Four vacancies on the Planning Commission. One vacancy is for an un-expired term that ends April 2006, and three of the vacancies are for terms that will end in August 2008. The deadline for receipt of applications is August 9, 2004 at 5:30 p.m.
7. Commission Reports.

B. PRESENTATIONS AND PROCLAMATIONS

1. Presentation of the Heritage Tree Awards.

Richard Stevens, representing the Environmental Quality Commission, explained that this is the 16th year the City has issued Heritage Tree awards. Mr. Stevens elaborated on the selection process as well as the definition of a heritage tree. He announced the 2004 Heritage Tree Award recipients, which are Ann and Earl Skidmore, Sharon and Al Crosat and Joy and Shawn Blackburn. Ms. Blackburn was present to receive the award.

C. PUBLIC COMMENT #1 (*Limited to 30 minutes*)

None.

D. CONSENT CALENDAR

Item pulled

1. Authorization of the City Manager to enter into an agreement in the amount of \$45,000 with Watry Design, Inc. to conduct the Downtown Parking Structure Feasibility Study.

Item pulled

2. Approval of an agreement for the City of Menlo Park to provide gymnastics instruction to the City of Palo Alto during fiscal year 2004-2005 for an amount not to exceed \$23,000; adoption of a Resolution 5547 authorizing a budget amendment appropriating \$11,000 from the General Fund Reserve and recognizing new revenue in the amount of \$17,000 for fiscal year 2004-2005 and authorization of the City Manager to execute the agreements.
3. Authorization for staff to enter into an agreement with Cayenta Canada Incorporated, to upgrade the City's Financial Software at a cost not to exceed \$105,500.
4. Approval of an agreement in the amount of \$55,575 to complete the second year of a contract with the Box Lunch Company for the delivery of senior lunches for fiscal year 2004-05 and authorization of the City of Manager to execute the agreement.
5. Authorization of staff to amend the contract with Kimley-Horn and Associates, Inc. in the amount of \$4,000, resulting in a total contract of \$39,850 for development of the City of Menlo Park Neighborhood Traffic Management Program.
6. Acceptance of work for the Installation of Blow off Valves and Water Sampling Stations Project.
7. Consideration of a request for a fee waiver associated with an application for a Use Permit to allow the Elsa Segovia Center to locate at 695 Bay Road.
8. Approval of the Minutes of the City Council Closed Session of May 11, 2004 and the Regular City Council Meeting of May 18, 2004.

M/S Kinney/Duboc to approve Consent Calendar items D3, D4, D5, D6, D7 and D8. Motion passes 4-0 with Council Member Collacchi absent.

Discussion on Consent Calendar item D1

Council Member Jellins inquired about the schedule of events and if public input was going to be included. Kent Steffens, Public Works Director, stated that the proposal includes a schedule of events and three public meetings. Mr. Steffens also said that staff will bring this back to Council in September 04. Council Member Jellins asked about the focus of the study and if it was one site or multi-site focus. Other Council Members stated that they would like to look all the sites but then narrow it down to one. It is Council Member Jellins' preference to look at various sites and study various options. Mr. Steffens explained that narrowing it down to one site allows for more focus and lower study costs, and even with one site three alternatives will be brought forth.

Council Member Jellins requested details on the public meetings. Mr. Steffens clarified that two of the meetings will be Council Meetings and an additional one is still to be determined. Council Member Jellins likes the idea of a consultant guided meeting that includes merchants and other interested parties. Mr. Jellins encourages staff to have a fully noticed and participatory process. In regards to financial options on how to pay for the project, City Manager Boesch clarified that the study is the first step while there are a variety of financial tools, it would be premature to expand on this matter now.

M/S Kinney/Jellins to approve the staff recommendation. Motion passes 4-0 with Council Member Collacchi absent.

Discussion on Consent Calendar item D2

Council Member Jellins shared concerns about the proposed agreement, and asked if Menlo Park Gymnastics was a separate entity. Mr. Boesch explained the financial impacts and rewards of the agreement, clarifying that Menlo Park Gymnastics is the same entity as the City of Menlo Park. Mr. Jellins shared some of his policy concerns that involve resources that serve our residents' being allocated to another City. Mr. Michael Langford, Recreation Program Coordinator, stated that this is a pilot program to expand services and an opportunity for outreach. Mr. Langford said that the current limitations on providing more services to Menlo Park residents are space based. Council Member Jellins asked why facilities outside of the current facilities aren't reserved to provide additional classes. Mr. Langford explained that this approach might be a future consideration.

Council Member Jellins inquired about policy considerations on responding to this Request For Proposal, and Mr. Langford explained that staff considered items such as the benefit of reaching out to neighboring cities and expanding the services. City Manager Boesch reiterated that staff is doing a good job and this will let us know if we can grow the business. Mr. Jellins opined that in principle he supports this initiative.

M/S Duboc/Kinney to pass Consent Calendar item D2 with the proviso that Council Member Jellins and City Attorney McClure review the agreement and address any concerns. Motion passes 4-0 with Council Member Collacchi absent.

E. PUBLIC HEARING

1. Adoption of a Resolution 5548 approving the placement of tax liens on two properties regarding Public Nuisance Abatement.

Greg Rothaus, Police Commander, explained that this matter is before Council due to unpaid bills for public nuisance abatement, hence the Police Department is forced to place tax liens to recover the funds. Council asked some questions about the properties at stake and if this is customary. Commander Rothaus explained that this year there are two delinquent properties and this number changes every year, some years there are as many as 15 and other years none. Council Member Kinney stated that eight years ago there were a lot of these incidents in Belle Haven, but he is pleased that this is no longer the case.

Mayor Duboc opened the Public Hearing.

No public comment.

M/S Jellins/Winkler to close the Public Hearing. Motion passes 4-0 with Council Member Collacchi absent.

M/S Jellins/Kinney to approve the staff recommendation. Motion passes 4-0 with Council Member Collacchi absent.

F. REGULAR BUSINESS

1. Appointment of a Council Subcommittee to review applications and make recommendations for funding Community Programs for Fiscal Year 2004-05.

Audrey Seymour, Assistant City Manager, explained that this year the City set aside \$76,447 in funds for non-profit grants. Staff is looking for Council to appoint a subcommittee that will make recommendations to the City Council on which organizations are to receive these funds. Council Member Kinney nominated Mayor Duboc and Mayor Pro Tem Winkler, however Mayor Duboc asked for some discussion on the matter in case another Council Member wanted to get involved. Mayor Pro Tem Winkler mentioned that there were some streamlining ideas from last year that could be implemented. Ms. Seymour stated that staff would be pleased to work on these ideas. For the record, Mayor Duboc, stated that one of non-profits had its fees waived during a Council proceeding and this should be taken into consideration when making appropriations.

M/S Jellins/Kinney to appoint Mayor Duboc and Mayor Pro Tem Winkler to a Council subcommittee. Motion passes 4-0 with Council Member Collacchi absent.

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.

City Manager Boesch, stated that there is some good news since the Governor and the Legislature seem to be close to an agreement on the State budget. Mr. Boesch stated that the Governor has been staying the course of providing support to cities' concerns. The City Manager has contacted Assemblyman Simitian and Senator Sher's offices to reiterate the need for clarity on the Redevelopment Agency budget issues. Council asked if the budget solution will be applicable on a city-by-city basis, or as an aggregate and Mr. Boesch explained that cities are being addressed as an aggregate.

G. WRITTEN COMMUNICATION - None

H. INFORMATION ITEM

1. Review of the City's Investment Portfolio as of June 30, 2004.

Mayor Duboc announced that she had asked Mr. Boesch to provide Council with periodic updates on the tax revenue sales figures for the City of Menlo Park.

I. COUNCIL MEMBER REPORTS

Council Member Kinney reported on a meeting of the San Francisquito Creek JPA and for the first time representatives from the Army Corps of Engineers were present to answer questions. Council Member Kinney elaborated on the two projects on the table and the benefits of conducting cost analysis. Mr. Kinney is preparing a memo to Council on the matter.

Mayor Duboc informed the public that the City Council will be off for the next two weeks and will resume business on August 17, 2004.

J. PUBLIC COMMENT #2 (Limited to 30 minutes)

K. ADJOURNMENT – 8:05 p.m.

Respectfully submitted,

Silvia M. Vonderlinden, CMC

Approved at the Council Meeting of October 12, 2004.