



**CITY COUNCIL
COMMUNITY DEVELOPMENT AGENCY
MINUTES
Tuesday, October 9, 2007
7:00 p.m.
701 Laurel Street, Menlo Park, CA 94025
Menlo Park City Council Chambers**

ROLL CALL – Fergusson, Cohen, Boyle, Cline, Robinson

Staff present – City Manager Rojas, City Attorney McClure and City Clerk Vonderlinden. Other City staff were present in the audience.

PLEDGE OF ALLEGIANCE

1. Salute to the flag led by the San Carlos Eaton Hills 4-H Club in recognition of National 4-H week, October 7-13, 2007. Mayor Fergusson presented the 4-H Club with a Certificate of Recognition.

A. VACANCIES, APPOINTMENTS AND COMMISSION REPORTS

1. Appointments to Advisory Bodies

Appointment to the Environmental Quality Commission

Council Member Robinson nominated John Nash. Council Member Boyle nominated Carl McLellan. Vice Mayor Cohen nominated Rich Rollins. John Nash received three votes; and Carol McLelland and Rich Rollins each received one vote.

Action: John Nash was appointed to the Environmental Quality Commission for a term expiring in August 2009.

Appointment to the Transportation Commission

Council Member Boyle nominated Kent Smith. Council Member Cline nominated Penelope Huang. Penelope Huang received four votes and Kent Smith received one vote.

Action: Penelope Huang was appointed to the Transportation Commission for a term expiring in January 2009.

2. Commission and Chamber of Commerce reports

Mr. Douglas Scott, Chair of the Environmental Quality Commission, reported on the \$80,000 that the Council approved for tree planting in parks and the \$100,000 that was approved for engaging an arborist to inventory and categorize the condition of the 18,000 trees in City parks. He stated that the inventory and categorizing of trees will aid in the development of a master plan for how the City will systematically replace trees. He informed the Council that inventory should be completed by the end of February.

Mr. Scott explained that possible complications to the process include the fact that by mid-November many of the trees will be without leaves, which increases the difficulty in judging their health. The study plan is to inventory about half of the trees, those that are older and more susceptible to failure in the coming years. He stated that the plan is to categorize the trees as follows: category one - remove and replant immediately; category two – replace within three to five years; and category three – the trees are safe and don't need to be removed. He also explained that tree planting needs to occur in the months of November and December, which means that very few, if any, trees would be planted during the current year.

Council Member Robinson asked if any of the \$80,000 that has been appropriated would be spent this year. Mr. Scott responded that there are currently just a handful of places that trees could be planted without removing trees. He stated the plan is to hold off until the inventory is completed.

B. PRESENTATION AND PROCLAMATIONS – None

C. PUBLIC COMMENT #1 - None

D. CONSENT CALENDAR – None

E. PUBLIC HEARING – None

F. REGULAR BUSINESS

1. Approval of revised recommendations for the establishment of a Finance and Audit Committee and appointment of two Council Members to serve on the Committee.

Finance Director Augustine presented the staff report, stating the primary objective of establishing a Finance and Audit Committee is to bring consistency and transparency to the City's fiscal processes and reports. Since the topic last came to Council, the Finance Director reported that the City had recruited and employed a financial analyst, in part, to advance this goal. The Finance Director referred the Council to Attachment A of the report which summarized the recommendations. She stated that the Council previously appointed Council Members Boyle and Cline as Council representatives on the subcommittee and that they have been working with staff to provide further direction on the scope, size, terms, and appointment process for the community member appointees.

Mayor Fergusson questioned the role of the committee regarding the City's budget process. Council Member Boyle responded that the committee would focus on reporting transparency and timeliness of financial information and is not intended to be a budget advisory committee.

Council Member Robinson made the suggestion that the Committee also be tasked with looking at the City's investment portfolio.

A Council discussion took place regarding the considerations that went into the recommendations regarding the committee's structure and focus.

Action: Moved, seconded (Cohen/Robinson) carried unanimously to approve staff and the subcommittee's recommendations as shown on Attachment A to the staff report establishing a focus and structure for the Finance and Audit Committee; adding a review of the City's investment strategy and a comparison with other cities; and including a provision for a review of the committee after a year of operation.

Action: Vice Mayor Cohen nominated Council Members Cline and Boyle to be the Council representatives on the committee. Council Members Cline and Boyle were appointed by acclamation to the Finance and Audit Committee.

2. Consideration of state and federal legislative items, including decisions to support or oppose any such legislation, and items under Written Communication or Information.
None.

G. WRITTEN COMMUNICATION

1. Request by Mayor Fergusson and Vice Mayor Cohen that Council take action in support of a letter to nominate the Peninsula Volunteers to be featured on ABC7 Salutes.

Mayor Fergusson stated that the Peninsula Volunteers are engaged in many programs including programs at the Senior Center, the Rosenar House Adult Daycare Center, and the Meals on Wheels program. She presented a draft letter and asked for Council support.

Action: Moved, seconded (Fergusson/Cohen) carried unanimously to approve the letter.

H. INFORMATION ITEMS – None

I. COUNCIL MEMBERS REPORTS

Mayor Fergusson reported that she attended the Transportation Authority (TA) meeting to express the City's interest in using the TA allocation of \$75,000 toward a Dumbarton Rail area study and that the City is interested in pursuing the \$225,000 grant from the Metropolitan Transportation Commission (MTC). She stated that she is planning on attending a meeting on Friday at MTC to reiterate the City's interest in utilizing that money.

The Mayor stated her intention to attend a SamTrans meeting on October 17 for purposes of requesting that the City be granted money for a proposal involving trees on El Camino and improvements to paving to make it more pedestrian friendly and provide a connection between the downtown and the train station.

Mayor Fergusson reported that the Green Ribbon Citizens Committee would be meeting on October 10 at 6:30 p.m. in the Library. She stated the consultant would be talking about the Menlo Park Baseline Greenhouse Gas Emissions Report preliminary results.

Council Member Boyle questioned whether Council needed to give additional direction to staff regarding the Park Theater since the situation has changed. City Attorney McClure reported that Mr. Duncan has put off negotiations for the interim, and stated that if he decides to re-engage in negotiations with the City, staff would communicate this to the Council.

Vice Mayor Cohen reported that he attended the San Francisco Airport roundtable. He stated that getting flights to honor the 8,000 foot minimum height over Menlo Park is not possible due to heavy air traffic flying in and out of the Oakland airport.

J. PUBLIC COMMENT #2 - None

K. ADJOURNMENT - The meeting adjourned at 8:48 p.m.

Respectfully submitted,

Sherry M. Kelly, City Clerk

Approved at the Council Meeting of January 8, 2008