



**CITY COUNCIL
COMMUNITY DEVELOPMENT AGENCY MEETING
MINUTES**

**Tuesday, December 11, 2007
7:00 p.m.**

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

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

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

PLEDGE OF ALLEGIANCE

A. COMMISSION REPORTS

1. **Discussion of appointment process Finance/Audit Committee and possible nomination of applicants for future interviews.** ([attachment](#))

Finance Director Augustine presented the staff report which provided several options for interviewing and appointing community members to this newly formed committee.

Members of the public commented as follows:

Todd Temple introduced himself as an applicant for the committee.

Members of the Council discussed whether or not to have Council Subcommittee Members Boyle and Cline interview the applicants and present a recommendation to the Council or to have the Council as a whole interview all the applicants.

Action: Moved, seconded, carried (Fergusson/Robinson; Ayes – Boyle, Fergusson, Robinson; Noes – Cline, Cohen) to direct the City Manager to schedule interviews for all applicants with the Council as a whole, either prior to the Council meetings of December 18th or January 8th or both, as needed.

2. **Commission members and Chamber of Commerce reports.**

Action: Fran Dehn, Executive Director of the Chamber of Commerce, announced upcoming events during the holiday season. Ms. Dehn also spoke to Item F4 and invited the Council to appoint a Council liaison to the Chamber of Commerce.

B. PRESENTATIONS AND PROCLAMATIONS - None

C. PUBLIC COMMENT #1 – None.

D. CONSENT CALENDAR

Action: Moved, seconded (Robinson/Boyle) and carried unanimously to adopt the Consent Calendar as noted below.

1. **Local appointments list (commonly referred to as the Maddy Act).** ([Staff Report #07-206](#))
Action: Accepted report.
2. **Approval of the minutes for the Special City Council Workshop of October 3, 2007.** ([attachment](#))
Action: Approved minutes as submitted.

E. PUBLIC HEARING

1. **Community Development Agency Board approval of the mid-term review of the Fiscal Years 2004-05 through 2008-09 Redevelopment Implementation Plan for the Las Pulgas Community Development Project Area.** ([Staff Report #07-208](#))

Community Development Director Heineck presented the staff report. She described the project activities to date and proposed projects to be completed as part of the plan. The Director informed the Council that the plan is a guide, incorporating the goals, objectives, and potential programs for the next five years, while providing flexibility so the Agency may adjust to changing circumstances and new opportunities.

Community Development Director Heineck and Douglas Frederick, Housing Director, responded to questions proposed by Board Members regarding: 1) the financing structure; 2) the affordable housing program; 3) opportunities and process to amend or add specific projects to the plan; and 4) public infrastructure and services in the project area.

Actions: Board President Cohen opened the public hearing. There were no speakers. Moved, seconded (Boyle/Fergusson) and carried unanimously to close the public hearing.

Moved, seconded (Fergusson/Cline) and carried unanimously to approve the report as an update to the FY 2004-05 through FY 2008-09 Redevelopment Implementation Plan.

F. REGULAR BUSINESS

1. **Consideration of Consultant Review Committee recommendation for the charter and composition of the El Camino Real/Downtown Vision Plan Working Group.** ([Staff Report #07-213](#))

Thomas Rogers, Associate Planner, presented the staff report, including the history of the process to date. Mr. Rogers reported that on November 20, 2007 the Council selected Design, Community and Environment (DCE) to provide consultant services for the El Camino Real/Downtown Vision Plan and authorized a consultant review committee, consisting of Council Members Boyle and Cline, Planning Commissioners Bressler and Riggs, Community Development Director Heineck and City Manager Rojas, to provide recommendations to the Council for the composition and charter of a working group. He stated their recommendations are listed in the staff report.

Council Members Boyle and Cline reported that the consultant review committee's recommendation was a result of discussion with the consultant and research of what has been done in other communities with the goal of ensuring that all stakeholders would be

included. They stated that many of the individuals from stakeholder groups would be self-selected, some will be from commissions, and some will be appointed by the City Council.

Members of the public commented as follows:

Clem Molony thanked the Council for setting up this process and informed the Council that he had participated in a similar process in Redwood City that was very beneficial.

Patti Fry questioned how the goals of the process will be set, and how alternatives will be discussed and evaluated. She proposed that the dates of all meetings be established prior to accepting applications for the working group.

Elias Blawie stated his belief that the working group does not include enough residents and should have fewer commissioners. He referred to Mr. Bernstein's letter, which also expressed his view that the intent of the visioning project, as stated in the staff report, is too narrow.

David Speer hoped that the process will be open and transparent and pointed out the need to have a discussion about trade-offs. He stated his desire for the working group to be composed of a majority of residents, with fewer commissioners.

Stuart Soffer questioned whether or not the Council is really meeting the needs of the consumers by this process.

Harry Riggs stated that commissioners offer continuity and provide background on issues and that there is value in having them represented on the working group.

Council Member Fergusson agreed that meeting dates should be established prior to individuals submitting applications. She acknowledged that they will need to look at what the trade-offs are between the alternatives and come up with a process for evaluating them. Council Member Fergusson suggested the goal statement be expanded to include improving the quality of life, reducing congestion, improving pedestrian and bicycle safety, increasing cultural and entertainment opportunities. She also expressed a desire to see outreach to youth groups.

Council Member Cline posed questions to staff and the consultant regarding goal setting, stakeholder interviews, and framing the end result of this process. He expressed his belief that the speaker series is meant to provide content and information and stated that the biggest challenge will be to get the word out and get people to the meetings to give their input.

Vice Mayor Robinson agreed with prior council members comments. He stated that he felt the working group should be called something similar to a process oversight group. Council Member Robinson expressed his belief that the body could be limited to seven people, with the commissions giving input to the process, but not necessarily being appointed to the working group.

Council Member Boyle stated his preference for having a larger group, with commission representation as a means of providing outreach to the community. He commented on the need to have Stanford participate as well as large and small business owners.

Mayor Cohen expressed concern that some residents feel they are going to be sidelined in this process; but that he does not believe that will be true. The Mayor stated that it will be very important for this process to be open and transparent.

In response to questions, Tom Ford, of DCE, informed the Council that this process will result in a vision plan and that under a separate contract the City will prepare a specific plan. He explained that as part of this process, the consultant will be working with the community through goal statements, including conflicting goals, through workshops, and that there will be dialogue regarding trade-offs and conflicting goals. He stated that all alternatives will be presented to the Planning Commission and then to the City Council.

Mr. Ford explained the interview process and stated that he was open to suggestions for the speaker forums. He said the working group's role is to give input and to perform outreach to get other community members to the workshops. Based on his prior experience, Mr. Ford stated that the number recommended for a working group is a number that will work.

Council Member Robinson said that he has been convinced by what he has heard that the size of the working group, as recommended, is appropriate. He stated his desire to have the first meeting of the working group be a study session with the City Council and the consultant.

Action: Moved, seconded (Fergusson/Boyle) and carried unanimously to approve the recommendation of the El Camino Real/Downtown Vision Plan consultant review committee regarding the charter and composition of a working group. The motion also included: 1) The group will initially be called "the El Camino Real/Downtown Visioning Process Oversight and Outreach Committee", with the final name of this body to be determined by the committee. 2) Specific dates to be set for committee meetings prior to advertising and making appointments to the committee. In the case of appointments made by commissions and committees, the commission/committee should name a primary and a secondary appointee if the appointment is made prior to firming up the meeting schedule. 3) All meetings of this committee to be open to the public and comply with the Brown Act. 4) The first meeting of this committee to be set as a study session with the City Council.

2. **Approval of an agreement, in the amount of \$155,000 with Field Paoli Architects to perform a programming study and to develop a conceptual design for the Burgess Gymnasium and Expansion Project and authorization of a contingency up to \$10,000 for additional services if determined to be necessary. ([Staff Report #07-203](#))**

Larry Johmann, Senior Civil Engineer, presented the staff report. He stated the purpose of this phase of the project is to hire an architectural firm to perform a programming study and to develop a conceptual design for the gym expansion project. Mr. Johmann described tasks associated with the study and design to include: 1) assessing existing use and building conditions; 2) preparing an updated building program; 3) preparing concept design alternatives; 4) providing community outreach; 5) refining concept design alternatives; 6) preparing conceptual cost estimates; 7) preparing a draft concept design; and 8) preparing a final concept design. He stated that the proposed study would be looking at three options, which would include two renovation and expansion options and

one tear down and reconstruct option. Mr. Johmann stated that the conceptual design phase is tentatively scheduled to conclude in the Spring and the final design could begin soon thereafter. He stated that construction might be expected to begin in the Spring of 2009 and that it could possibly conclude within a year.

Public Works Director Kent Steffens commented that a fourth option would allow the Council to look at a replacement of the gym and housing some of the programs at other locations on the campus. He noted that this would increase the cost of the study, and if the Council desires to include this option, they should increase the contingency in the contract to \$35,000. Mr. Steffens stated there may also be a need to prepare an EIR for the fourth option.

Members of the public commented as follows:

Nick Naclerio, Parks and Recreation Commission, said that he was part of a subcommittee for gym expansion, and that the subcommittee heard that the public wanted more space and more programs related to gymnastics and youth basketball. He stated that the locker rooms are in need of work and there is a desire to make the building more energy efficient. Mr. Naclerio said that the gym is 40 to 50 years old and that it is important to plan for the next 30 years. He stated that there is also a need for more playing fields and a desire for space and programs for dance, fitness and a stage. He acknowledged that the project will probably cost more than the funds provided for from Measure T. He hoped the Council would consider a fourth option and other sources of funding.

In response to Council questions, Public Works Director Steffens briefly reviewed pros and cons of each of the four options and environmental review requirements.

Actions: Moved, seconded (Cline/Robinson) and carried unanimously to approve the agreement in the amount of \$155,000 with Field Paoli Architects to perform a programming study and to develop a conceptual design for the Burgess Gymnasium Renovation and Expansion project with a contingency of \$35,000 to allow for a fourth option. Moved, seconded (Fergusson/Robinson) and carried unanimously to authorize staff to develop a scope of work for environmental review for four options.

3. **Council review and approval of the City Council Calendar for 2008.** ([Staff Report #07-207](#))

Action: Moved, seconded, carried (Robinson/Fergusson; Ayes – Cline, Cohen, Fergusson, Robinson; Noes – Boyle) to approve the 2008 Council meeting calendar with the following changes: a) cancel meetings on July 8, November 4, and December 30 and b) add meetings on November 11 and November 25.

4. **Appointments of Council representatives and alternates to various outside agencies and appointment of Council liaisons to Commissions and Committees.** ([Staff Report #07-209](#))

Action: By consensus, the Council agreed to continue with the same Council liaison appointments and outside agency appointments with the following corrections and changes: 1) Bay Area Water Supply and Conservation Agency (BAWSCA) – no alternative on this body; 2) Chamber of Commerce – appoint Council Member Cline as liaison and Council Member Fergusson as alternate; 3) Dumbarton Rail Policy

Committee – no alternate on this body; and 4) San Mateo Council of Cities – appoint Mayor Cohen as representative.

5. **Consideration of state and federal legislative items, including decisions to support or oppose any such legislation, and items listed under Written Communication or Information.**

Action: None

G. WRITTEN COMMUNICATION

1. **Council discussion and possible recommendation on various seats that will be decided on at the next City Selection Committee meeting scheduled for December 14, 2007. ([attachment](#))**

Action: By consensus, the Council agreed to support the reappointment of Council Member Boyle to the Housing Endowment and Regional Trust (HEART) Board of Directors and the appointment of Council Member Fergusson as the cities-at-large representatives to the San Mateo County Transportation Authority (TA) Board of Directors. Council Member Boyle expressed interest in an appointment to the Association of Bay Government (ABAG) when it opens up. The Council also supported the appointment of Carol Groom of San Mateo to the San Mateo County Transportation District (SamTrans) Board of Directors – Central Judicial District.

H. INFORMATION ITEM - None

I. COUNCIL MEMBER REPORTS

Council Member Cline reported that he attended a San Mateo County Stanford Research Group meeting, at which there was discussion about putting some high density units near Starbucks and doing some streetscaping. He suggested that the Council may wish to follow what they are doing regarding pedestrian access.

Council Member Boyle announced that there will be a 2020 Peninsula Gateway Corridor Study Policy Committee meeting tomorrow at 4:30 p.m. in the City's Administration Building and at 6:00 p.m. the El Camino Real Downtown Visioning Process Oversight and Outreach Committee will be hosting a speaker forum in the Council Chambers.

Vice Mayor Robinson announced that at the last CalTrain JPA meeting, the Board approved adding two trains, which will close the gap in the evening commute.

The Vice Mayor also reported that the San Francisquito Creek JPA has started to take steps to release some funds from the Santa Clara Water District to the Army Corp of Engineers to help with the mapping and modeling work that needs to be done this year. He stated that the JPA is looking for state and federal funding for this program.

J. PUBLIC COMMENT #2 - None

K. ADJOURNMENT – The meeting adjourned at 10:59 p.m.

Respectfully submitted,

Sherry M. Kelly, City Clerk

Approved at the Council meeting of February 26, 2008