



**CITY COUNCIL
COMMUNITY DEVELOPMENT AGENCY
MINUTES**

Tuesday, December 16, 2008 at 5:30 p.m.
701 Laurel Street, Menlo Park, CA 94025
Menlo Park City Council Chambers

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

Closed Session pursuant to Government Code Section §54957.6 to conference with labor negotiators regarding labor negotiations with Teamsters 856 (PMA) representing Police Sergeants.

Action: There was no reportable action.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS:

- Applications now being accepted for Environmental Quality and Transportation Commissions – Deadline Tuesday, January 20, 2009.

A. COMMISSION/COMMITTEE VACANCIES, APPOINTMENTS AND REPORTS

1. Consider applicants for an appointment to fill one vacancy on the Library Commission. ([Staff Report# 08-191](#))

Action: By acclamation Beth Dawson was appointed to the Commission

2. Elizabeth Lasensky spoke regarding the Housing Commission regarding the Habitat for Humanity project.

B. PRESENTATIONS AND PROCLAMATIONS - None

C. PUBLIC COMMENT #1

Barbara Franklin spoke regarding second hand smoke and gave the Council documentation.

Laura Fanucchi spoke regarding HIP Housing and provided copies of calendars for the City Council.

D. CONSENT CALENDAR

1. Adoption of the Annual Report on the Below Market Rate (BMR) Housing Program and the status of the BMR in-lieu fees collected as of June 30, 2008, in accordance with Government Code Section 66000 et.seq. ([Staff Report# 08-180](#))

Action: Approved

2. Approval Review of the Annual Report on the status of the Traffic Impact, Storm Drainage, Recreation in Lieu and Building Construction Road Impact Fees collected as of June 30, 2008 according to Government Code Section 66000 et.seq. ([Staff Report# 08-181](#))

Action: Approved

3. Community Development Agency Board approval of the Menlo Park Community Development Agency Annual Report for Fiscal Year 2007-08 ([Staff Report# 08-183](#))

Action: Approved

4. Community Development Agency Board approval of the Menlo Park Community Development Agency Annual Report for Fiscal Year 2007-08 ([Staff Report# 08-183](#))

Action: Approved

5. Authorization of the Public Works Director to accept the work Performed by Econolite Traffic Engineering & Maintenance for the Purchase and installation of Video Detection Systems at the intersections of Willow Road and Gilbert Avenue, Willow Road and Coleman Avenue, Laurel Street and Oak Grove Avenue, Laurel Street and Ravenswood Avenue, Santa Cruz Avenue and University Drive, and Marsh Road and Scott Drive/Rollison Road ([Staff Report# 08-186](#))

Action: Approved

6. Approval of the City Council minutes for the meeting of November 25, 2008 ([attachment](#))

Action: Approved with minor corrections submitted prior to the meeting

Action: Moved, seconded, (Cline/Boyle) and carried unanimously to approve the Consent Calendar with the exception of D3.

D3 was pulled from consent by J. Boyle for clarification from staff as it relates to the Habitat for Humanity project.

Action: Moved, second (Cline/Cohen) and passed unanimously approval of item D3.

E. PUBLIC HEARINGS – None

F. REGULAR BUSINESS

1. **Consideration of Consultant Review Committee recommendation to select the consulting firm of Perkins+Will as the consultants for the El Camino Real/Downtown specific plan and appropriate \$933,950 from General Fund Reserve for the consultant services and associated city costs ([Staff Report# 08-190](#))**

Action: Moved by (Fergusson/Robinson) and passed unanimously to affirm the selection of Perkins+Will as the consultant for the El Camino Real/Downtown Specific Plan, approve the contract and appropriate \$380,000 for the first fiscal year (appropriated on an incremental basis) and accept staff's discussion on the process and as outlined in the staff report with the following additions:

- Involvement of the commissions by way of recommending they form sub-committees that attend the meetings and to agendaize monthly for subcommittee report and discussion on the commissions agenda
- To the extent feasible to be mindful of Chris Bui's electronic voting technology to aid the process and
- More City Council participation with attendance at the first oversight and outreach committee meeting.

2. **Approval of the Audited Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2008 ([Staff Report# 08-189](#))**

Action: Moved, seconded (Fergusson/Cline) and passed unanimously approval of the Comprehensive Annual Financial Report (CAFR) for fiscal year 2007-08.

3. **Consideration of state and federal legislative items, including decisions to support or oppose any such legislation, and items listed under Written Communication or Information Item - None**

G. CITY MANAGER REPORT

G. Rojas reported on information in the Almanac today regarding the increase to City fees recently approved.

H. WRITTEN COMMUNICATION

Request by Council Member Boyle to place an item regarding ways to increase the openness and transparency of items discussed in closed session on a future Council Agenda. ([attachment](#))

Action: Moved, seconded (Cline/Robinson) and passed unanimously to bring back the topic of closed sessions to a future Council meeting (regular or study session) for discussion.

I. INFORMATION ITEM

1. **Adopt the use of action minutes as the permanent record of City Council action ([Staff Report# 08-179](#))**

Action: Moved, seconded (Fergusson/Boyle) and passed unanimously to adopt the use of Action Minutes as recommended by staff; to use Detailed Summary minutes for Quasi-judicial items and upon the request of the majority of the Council; increase the indexing on the web streaming significantly and to return in three months for City Council, the public and the press reaction on the process.

2. **Determine selections for the various committees as listed on the San Mateo County City Selection Committee agenda for December 19, 2008 ([attachment](#))**

Action: The Council provided their input on the various committees.

J. COUNCILMEMBER REPORTS

K. PUBLIC COMMENT #2 - None

L. ADJOURNMENT – Adjourned at 11:35 p.m.

Margaret S. Roberts, MMC
City Clerk

Approved at the Council meeting of January 13, 2009