



**CITY COUNCIL
COMMUNITY DEVELOPMENT AGENCY
REGULAR MEETING MINUTES**

Tuesday, July 27, 2010 at 7:00 p.m.
701 Laurel Street, Menlo Park, CA 94025
City Council Chambers

Mayor Cline called the meeting to order at 7:00 p.m. with all members present.

Pledge of allegiance was led by Mayor Cline.

ANNOUNCEMENTS

A. COMMISSION/COMMITTEE VACANCIES, APPOINTMENTS AND REPORTS – None

B. PRESENTATIONS AND PROCLAMATIONS

1. Proclamation: National Night Out ([Attachment](#))

The proclamation was presented to Matt Milde from Community Services Department and Police Officer Bruttig and Sgt. Ortega.

C. PUBLIC COMMENT #1

- Ed Deffenbaugh – requesting help in supporting the nurses in their negotiations with Stanford Hospital
- Paul Cole – requesting help in supporting the nurses in their negotiations with Packard Children's Hospital
- Betty Meissner – Promote Menlo Park, there are many treasures in town; would like to see a welcome package put together in conjunction with the Chamber

D. CONSENT CALENDAR

1. Adoption of **Resolution No. 5952** approving the plans and specifications for the 2009-10 Street Resurfacing Project; awarding a contract to O'Grady Paving, Inc. in the amount of \$2,878,255; and authorizing a budget of \$ 4,000,000 for construction, contingencies, material testing, and construction administration ([Staff report # 10-105](#))
2. Adoption of **Resolution No. 5953** approving the plans and specifications for the pedestrian and bicycle safety improvements for the Safe Routes to Laurel School Project, awarding a contract to Guerra Construction Group in the amount of \$220,375, and authorization of a budget of \$295,450 for construction, contingencies, testing, engineering and administration ([Staff report #10-109](#))

Action: Motion and second (Fergusson/Robinson) to approve the Consent Calendar as submitted passes unanimously.

E. PUBLIC HEARINGS – None

F. REGULAR BUSINESS

1. Consideration of Second Reading and Adoption of an Ordinance to amend Menlo Park Municipal Code Section 3.16.030 to increase the Transient Occupancy Tax rate from

10% to 12% effective January 1, 2012, and Adoption of a Resolution of the City Council calling and giving notice of a Municipal Election to be held November 2, 2010, for the submission to the voters of the ordinance to amend the Municipal Code to increase the Transient Occupancy Tax rate; directing the City Attorney to prepare an Impartial Analysis and directing the City Attorney and the City Clerk to prepare necessary documents to place the measure on the ballot; setting the dates for filing written arguments and authorizing designated members of the City Council to submit and sign an Argument in favor of the proposition; and requesting the Board of Supervisors to consolidate the Municipal Election to be held with the Gubernatorial General Election on November 2, 2010 ([Staff report #10-110](#))

Staff report by Bill McClure, City Attorney

Public Comments:

- Greg Alden – speaking on behalf of the Stanford Park Hotel; he provided a handout to the Council and urged them not to raise the TOT (handout)

Action: Motion (Robinson) to approve an ordinance to amend Menlo Park Municipal Code Section 3.16.030 to increase the Transient Occupancy Tax rate from 10% to 12% effective January 1, 2012 and Adoption of a Resolution of the City Council calling and giving notice of a Municipal Election to be held November 2, 2010, for the submission to the voters of the ordinance to amend the Municipal Code to increase the Transient Occupancy Tax rate; directing the City Attorney to prepare an Impartial Analysis and directing the City Attorney and the City Clerk to prepare necessary documents to place the measure on the ballot; setting the dates for filing written arguments and authorizing designated members of the City Council to submit and sign an Argument in favor of the proposition; and requesting the Board of Supervisors to consolidate the Municipal Election to be held with the Gubernatorial General Election on November 2, 2010, using ballot language Alternative 1 in the staff report. Motion dies for lack of a second.

2. Appointment of a Council subcommittee to review applications and make recommendations for the Menlo Park Community Funding Grant Program for fiscal year 2010-11 ([Staff report #10-107](#))

Staff presentation by Carol Augustine, Finance Director

Action: Motion and second (Boyle/Cohen) to appoint K. Fergusson and H. Robinson to serve as the subcommittee, passes unanimously.

3. Consideration of an appeal of the Planning Commission's decision to approve a Use Permit to construct a partial first floor reconstruction and expansion, and a second story addition to an existing nonconforming single-story, single-family residence on a substandard lot located at 277A Willow Road (continued from 5/18/10) - **CONTINUED TO A FUTURE MEETING**
4. 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'S REPORT – None

H. WRITTEN COMMUNICATION – None

I. INFORMATIONAL ITEMS

Carol Augustine, Finance Director answered questions from the Council of the following reports:

1. Quarterly financial review of General Fund operations as of June 30, 2010 ([Staff report #10-108](#))

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2. Review of City's investment portfolio as of June 30, 2010 ([Staff report #10-106](#))

J. COUNCILMEMBER REPORTS

Yesterday and today, City representatives conducted one-on-one, informal outreach with downtown businesses on the El Camino Real/Downtown Specific Plan. The objective was to make sure businesses are aware of the draft plan and the next steps in the process, answer basic questions, hear preliminary opinions/concerns, and just generally keep the lines of communication open. Two-person teams (comprised of staff and the Council Subcommittee) made efforts to reach each of the approximately 180 storefront businesses in the downtown core, and were successful in most cases at either speaking directly with an owner or manager, or leaving a flyer with basic information about the plan and direct contact information.

1. Report from the City Council Subcommittee on High Speed Rail

Note: Councilmember Cohen and City Attorney McClure are recused from this item and left the Council chambers at 9:07 p.m.

K. PUBLIC COMMENT #2 – None

- Bonnie Balfour – supports the Stanford expansion project; requesting help in supporting the nurses in their negotiations with Stanford

L. ADJOURNMENT – 9:20 p.m.

Margaret S. Roberts, MMC
City Clerk

These minutes were accepted at the Council meeting of August 24, 2010