



**CITY COUNCIL
SPECIAL AND REGULAR MEETING
MINUTES**

**Tuesday, December 16, 2014 at 6:00 PM
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025**

6:00 P.M. CLOSED SESSION (1st floor Council Conference Room, Administration Building)

Mayor Carlton called the Closed Session to order at 6:00 p.m.

Public Comment on this item will be taken prior to adjourning to Closed Session

CL1. Closed Session pursuant to Government Code Section §54957.6 to conference with labor negotiators regarding labor negotiations with the Police Sergeant Association (PSA)

Attendees: City Manager Alex McIntyre, Assistant City Manager Starla Jerome-Robinson, City Attorney Bill McClure, Human Resources Director Gina Donnelly, Finance Director Drew Corbett and Labor Attorney Charles Sakai

7:00 P.M. REGULAR SESSION

Mayor Carlton called the meeting to order at 7:24 p.m. All Councilmembers were present.

Mayor Carlton led the pledge of allegiance.

REPORT FROM CLOSED SESSION

No reportable action was taken by the Council during the Closed Session held earlier this evening.

A. PROCLAMATIONS AND PRESENTATIONS - None

B. COMMISSION/COMMITTEE VACANCIES, APPOINTMENTS AND REPORTS

B1. Bicycle Commission quarterly report on the status of their 2 Year Work Plan
Commission Chair Bill Kirsch gave the report. He presented a vulnerable users, anti-harassment ordinance for consideration (*handout*).

B2. Environmental Quality Commission quarterly report on the status of their 2 Year Work Plan
Commission Chair Scott Marshall gave the report.

B3. Transportation Commission quarterly report on the status of their 2 Year Work Plan
There was no report this evening. This item is continued to a future meeting.

B4. Library Commission quarterly report on the status of their 2 Year Work Plan
Commissioner Alaina Sloo gave the report.

C. PUBLIC COMMENT #1

- Clem Molony spoke regarding Consent Calendar item D2, the CAFR, and asked Council to consider investing more in Planning and Economic Development staffing
- Kate Comfort Harr presented the Council with HIP Housing's 2015 calendar
- Henry Riggs spoke regarding a downtown parking structure, cross-town connectivity, traffic management and architectural character

D. CONSENT CALENDAR

Councilmember Ohtaki requested item D2 be pulled, and Councilmember Cline requested item D11 be pulled for further discussion.

- D1.** Review the annual report on the status of the transportation impact, storm drainage, recreation in-lieu, and building construction road impact fees collected as of June 30, 2014, and make findings regarding funds collected but not expended ([Staff Report #14-201](#))
- D2.** Receive and file the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2014 ([Staff Report #14-204](#))
- D3.** Adopt **Resolution 6243** to become a member agency of CSAC Excess Insurance Authority ([Staff Report #14-213](#))
- D4.** Approve the annual report of the Below Market Rate (BMR) Housing Program, including the status of the BMR in-lieu fees collected as of June 30, 2014, in accordance with Government Code Section 66000 et. seq. and approve redesignation of the remaining Purchase Assistance Loan (PAL) funds and Habitat for Humanity funds to the 2015 Notice of Fund Availability (NOFA) process ([Staff Report #14-207](#))
- D5.** Adopt **Resolution 6244** approving the City Council subcommittee recommendations regarding the 2014-15 Community Funding allocation ([Staff Report #14-205](#))
- D6.** Authorize the City Manager to enter into a contract with AV Consulting in amount not to exceed \$38,880 for facilitation, youth and family support, and community building in the Belle Haven neighborhood for October 2014 – June 30, 2015 ([Staff Report #14-206](#))
- D7.** Adopt **Resolution 6245** authorizing the installation of “No Parking” Zone, on the north side of Santa Cruz Avenue, east of the St. Raymond’s School/Church driveway ([Staff Report #14-211](#))
- D8.** Authorize the City Manager to enter into an agreement with Cal-West Lighting & Signal Maintenance to provide maintenance services and authorize an option to renew the contract annually for up to four additional years ([Staff Report #14-209](#))
- D9.** Authorize the City Manager to enter into an agreement with Roberts & Brune Company to provide water parts and supplies and authorize the option to renew the contract annually for up to five years ([Staff Report #14-210](#))
- D10.** Authorize the City Manager to amend an agreement with Hello Housing and appropriate \$50,000 from the Below Market Rate Housing fund ([Staff Report #14-208](#))

D11. Accept Council minutes for the meetings of November 18 and December 2, 2014 ([Attachment](#))

ACTION: Motion and second (Ohtaki/Cline) to approve all items on the Consent Calendar, *except D2 and D11*, passes unanimously.

ACTION: Motion and second (Ohtaki/Cline) to receive and file the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2014 passes unanimously.

ACTION: Motion and second (Cline/Ohtaki) to accept the Council minutes for the meeting of December 2, 2014 passes unanimously.

ACTION: Motion and second (Ohtaki/Keith) to accept the Council minutes for the meeting of November 18, 2014 passes 4-0-1 (Cline abstains). Councilmember Cline noted that he was not present during the November 18th Council meeting.

E. PUBLIC HEARING – None

F. REGULAR BUSINESS

F1. Consider approval of the terms of an agreement between the City of Menlo Park and the Menlo Park Police Officers' Association ([Staff Report #14-202](#))

No report was given. Human Resources Director Gina Donnelly was available for questions.

ACTION: Motion and second (Cline/Ohtaki) to approve the terms of an agreement between the City of Menlo Park and the Menlo Park Police Officers' Association passes 4-1 (Keith dissents)

At this point, Mayor Carlton called **Item F5** out of order.

F5. Accept the Guiding Principles for ConnectMenlo (General Plan and M-2 Area Zoning Update) ([Staff Report #14-218](#))

Assistant Community Development Director Justin Murphy introduced the item. Charlie Knox of Placeworks was available for questions.

Council discussion ensued regarding revisions to the guiding principles.

Public Comment:

- Vicky Robel spoke regarding quality of life and cut through traffic in the Belle Haven neighborhood
- Maya Perkins spoke regarding biking and walking paths and public transportation

ACTION: Motion and second (Ohtaki/Keith) to accept the Guiding Principles for ConnectMenlo as revised passes unanimously ([attachment](#))

At this point, Mayor Carlton called **Item SS1** out of order.

SS. STUDY SESSION

SS1. Review and provide general direction on the draft goals for the Economic Development Plan Update ([Staff Report #14-220](#))([presentation](#))

Economic Development Manager Jim Cogan introduced the item.

The City Council received a presentation from staff and Consultant Michael Yarne of Up Urban regarding the update to the Economic Development Plan. The Council affirmed the Economic Development Plan's goals and prioritized strategies for capturing cut-through traffic and developing additional destination retail opportunities. Recognizing the importance of the Innovation Sector to Menlo Park, the Council also prioritized strategies that will allow the City to accommodate innovation companies at all stages of their development.

Public Comment:

- Maya Perkins conveyed her support and appreciation for the economic development plans

F2. Approve the annual City Council meeting calendar for 2015 ([Staff Report #14-215](#))
No report was given. City Clerk Pam Aguilar introduced the item.

Council discussion ensued regarding revisions to the calendar.

ACTION: Motion and second (Cline/Ohtaki) to approve the annual City Council meeting calendar for 2015 as revised passes unanimously ([attachment](#))

F3. Appoint City Council representatives and alternates to various regional agencies and as liaisons to City advisory bodies and Council subcommittees ([Staff Report #14-214](#))
No report was given. City Clerk Pam Aguilar introduced the item.

ACTION: Appointments were made as outlined in Exhibit A [attached](#) to the minutes

F4. Discuss recommendations for various seats on regional boards to be voted on at the City Selection committee meeting on December 19, 2014 ([Staff Report #14-216](#))
No report was given. City Clerk Pam Aguilar introduced the item.

ACTION: Council voted to recommend the following candidates for the corresponding regional vacancies:

- Bay Area Air Quality Management District (BAAQMD) – Kirsten Keith
- San Mateo County Transit District (SamTrans), Central Cities – Wayne Lee
- San Mateo County Transportation Authority (SMCTA), Central Cities – Terry Nagel

G. CITY MANAGER'S REPORT – None

H. WRITTEN COMMUNICATION – None

I. INFORMATIONAL ITEMS

No reports were given. Staff was available for questions.

I1. Consider rescinding Menlo Park Municipal Code 2.04.120 regarding schedule of Council reorganization ([Staff Report #14-217](#))

I2. Update on the El Camino Real/Downtown Specific Plan Proportionate Cost-Sharing Program Study ([Staff Report #14-212](#))

I3. Status of the Capital Improvement Program ([Staff Report #14-219](#))

J. COUNCILMEMBER REPORTS

- Councilmember Keith reported on the Rail Committee meeting and the EIR and the Dumbarton Rail Policy Advisory Committee.

- Councilmember Ohtaki thanked staff, specifically Jesse Quirion, Brian Henry & City Manager McIntyre for providing updates on the creek during last week's storm.
- Mayor Carlton reported on the creation and sale of Menlo Park tree logo necklaces. She stated all proceeds will be used to fund the planting of more trees in the City and that the group Trees for Menlo will be involved.

K. PUBLIC COMMENT #2 - None

L. ADJOURNMENT at 11:24 p.m.



Pamela Aguilar
City Clerk

These minutes were approved at the Council meeting of January 13, 2015.

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES 2015

NAME OF REGIONAL COMMITTEE	REGULAR	ALTERNATE
Airport Community Roundtable	Peter Ohtaki	Rich Cline
Association of Bay Area Governments (ABAG)	Mayor Carlton	Mayor Pro Tem Cline
Caltrain Modernization Local Policy Group	Rich Cline	Kirsten Keith
City/County Association of Governments of San Mateo Cou	Kirsten Keith	Catherine Carlton
County of Santa Clara Community Resources Group for Stanford University	Peter Ohtaki	Kirsten Keith
Dumbarton Rail Policy Committee	Kirsten Keith	Rich Cline
Emergency Services Council (San Mateo County JPA)	Ray Mueller	Catherine Carlton
Facebook Community Fund	Ray Mueller	
Grand Boulevard Task Force	Kirsten Keith	Peter Ohtaki
League of California Cities (Peninsula Division)	Catherine Carlton	Kirsten Keith
Menlo Park Chamber of Commerce / City Liaison Position	Catherine Carlton	Rich Cline
Peninsula Cities Consortium (PCC)	Rich Cline	Kirsten Keith
2020 Peninsula Gateway Corridor Study Policy Committee	Catherine Carlton	Ray Mueller
San Francisquito Joint Powers Authority	Kirsten Keith	Ray Mueller
San Mateo Council of Cities	Mayor	Vice Mayor and then by Council seniority
South Bayside Waste Management Authority Joint Powers Authority	Catherine Carlton	Peter Ohtaki
LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE		
Voting Delegate	Mayor	
Voting Alternate	Mayor Pro Tem, then each Councilmember by seniority	
COUNCIL OF CITIES - CITY SELECTION COMMITTEE		
Voting Delegate	Mayor	
Voting Alternate	Mayor Pro Tem, then each Councilmember by seniority	
CITY COUNCIL LIAISONS TO THE CITY'S ADVISORY BODIES		
Bicycle Commission	Kirsten Keith	Not Needed
Environmental Quality Commission	Ray Mueller	Not Needed
Finance and Audit Committee	Catherine Carlton 1 YEAR; expires December 2015	Rich Cline 2 YEARS; expires December 2016
General Plan Advisory Committee	Ray Mueller	Peter Ohtaki
Housing Commission	Peter Ohtaki	Not Needed
Library Commission	Ray Mueller	Not Needed
Parks and Recreation Commission	Rich Cline	Not Needed
Planning Commission	Catherine Carlton	Not Needed
Transportation Commission	Ray Mueller	Not Needed
CITY COUNCIL SUB-COMMITTEES		
Community Grant Funding - Typically meets in October and/or November if needed	Catherine Carlton	Ray Mueller
Emergency Operations	Peter Ohtaki	Catherine Carlton
Rail Committee (Meets as needed)	Rich Cline	Kirsten Keith
Menlo Park Fire District (Meets as needed)	Catherine Carlton	Peter Ohtaki
Menlo Park School Districts (Liaisons)	Mayor	Mayor Pro Tem
Economic Development (Meets as needed)	Ray Mueller	Catherine Carlton
International Friendship Agreements and/or Sister City Agreements subcommittee	Ray Mueller	Catherine Carlton
Stanford Parcel Negotiation Subcommittee	Rich Cline	Kirsten Keith

AD HOC COMMITTEES

SRI Development Agreement

Kirsten Keith

Catherine Carlton

ROSTER OF ASSIGNMENTS 2014

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City/County Association of Governments of San Mateo County (C/CAG)	Kirsten Keith	Catherine Carlton
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Voting Delegate	Mayor	

ROSTER OF ASSIGNMENTS 2014

Voting Alternate	Mayor Pro Tem, then each Councilmember by seniority
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ROSTER OF ASSIGNMENTS 2014

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SRI Development Agreement	Kirsten Keith	Catherine Carlton