



**CITY COUNCIL
SPECIAL AND REGULAR MEETING AGENDA**

Tuesday, April 14, 2015 at 6:00 PM

Menlo Park Senior Center

110 Terminal Avenue, Menlo Park, CA 94025

Please note change in location

6:00 P.M. STUDY SESSION

- SS1.** Review and provide general direction on different strategies for defining public benefit
(*Staff report #15-063*)

7:00 P.M. REGULAR SESSION

ROLL CALL – Carlton, Cline, Keith, Mueller, Ohtaki

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

A. PRESENTATIONS AND PROCLAMATIONS - None

B. COMMISSION/COMMITTEE VACANCIES, APPOINTMENTS AND REPORTS - None

C. PUBLIC COMMENT #1

Under "Public Comment #1", the public may address the Council on any subject not listed on the agenda and items listed under the Consent Calendar. Each speaker may address the Council once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Council cannot act on items not listed on the agenda and, therefore, the Council cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

D. CONSENT CALENDAR

- D1.** Authorize the City Manager to enter into a service consulting agreement with Sysserco Inc. for the Energy Monitoring System of the Administration and Library Buildings in an amount not to exceed \$375,000 (*Staff Report #15-059*)
- D2.** Award a contract to Thermal Mechanical Inc. for new chillers and variable frequency drives at the Administration Building and Library in the amount of \$561,160 and authorize a total project budget of \$606,160 for the equipment, contingency and administration
(*Staff Report #15-060*)
- D3.** Authorize the City Manager to execute an agreement for architectural services up to \$125,000 for the City Hall improvements (*Staff Report #15-061*)
- D4.** Approve minutes for the following City Council meetings: March 24th Special Joint Meeting with the Environmental Quality Commission, March 31st City Council Closed Session and Special Meeting, March 31st Special Joint Meeting with the Planning Commission, April 6th City Council Closed Session and April 7th City Council meeting

E. PUBLIC HEARING - None

F. REGULAR BUSINESS

- F1.** Consideration of a revised overall project schedule for ConnectMenlo (General Plan and M-2 Area Zoning Update) (*Staff Report #15-062*)
- F2.** Discuss recommendations for two vacant seats on regional boards to be voted on at the City Selection Committee meeting of April 24, 2015 (*Staff report #15-064*)

G. CITY MANAGER'S REPORT – None

H. WRITTEN COMMUNICATION – None

I. INFORMATIONAL ITEMS

- I1.** Three-month review of Taser Program (*Staff Report #15-058*)
- I2.** Quarterly review of data Captured by Automated License Plate Readers (ALPR) for the period beginning January 1, 2015 through April 1, 2015 (*Staff Report #15-057*)

J. COUNCILMEMBER REPORTS

K. PUBLIC COMMENT #2

Under “Public Comment #2”, the public if unable to address the Council on non-agenda items during Public Comment #1, may do so at this time. Each person is limited to three minutes. Please clearly state your name and address or jurisdiction in which you live.

L. ADJOURNMENT

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At every Regular Meeting of the City Council, in addition to the Public Comment period where the public shall have the right to address the City Council on the Consent Calendar and any matters of public interest not listed on the agenda, members of the public have the right to directly address the City Council on any item listed on the agenda at a time designated by the Mayor, either before or during the Council's consideration of the item.

At every Special Meeting of the City Council, members of the public have the right to directly address the City Council on any item listed on the agenda at a time designated by the Mayor, either before or during consideration of the item.

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OFFICE OF THE CITY MANAGER

Council Meeting Date: April 14, 2015

Staff Report #: 15-063

STUDY SESSION: **Review and Provide General Direction on Different Strategies for Defining Public Benefit**

RECOMMENDATION

Staff recommends that the City Council provide general direction on policies to better define “public benefit” in the development approval process.

POLICY ISSUES

The City Council requested this study session as an opportunity to discuss options for further defining public benefit in our development process. The goal of this study session is to receive City Council feedback on different strategies that the Council would like to see incorporated into long-range planning efforts.

BACKGROUND

On February 24, 2015, the City Council approved an appropriation to hire Up Urban (now Build Public) to complete work on the Economic Development Plan Update. Included in this action were additional services for facilitating Council review and direction on refining how the City approaches the subject of determining public benefit through the development process.

This discussion is incredibly timely as the City is working to update the Menlo Park General Plan and is slated to review the El Camino Real/Downtown Specific Plan later this year. A similar discussion is taking place in every city in the Bay Area that is working to balance the need to be responsive to the strong market demand for additional development with the natural desire to ensure that additional development enhances the community.

ANALYSIS

Currently, the City has a well-defined process for determining the public benefit that a developer must provide in exchange for development rights in excess of the base level development allowed within the El Camino Real/Downtown Specific Plan area. While this is a well-defined process, it does not have a well-defined outcome, e.g. public parking facilities, public open space, in-lieu payments, ongoing revenue generation, public

improvements beyond the determined project impact mitigations, etc. The lack of an outcome has reduced some of the clarity that the Specific Plan hoped to create for the community on what to expect in exchange for additional development.

The goal of tonight's study session is to provide examples of how other cities have defined public benefit, what new tools are available to cities, and how Menlo Park can provide more clarity to the community on what to expect in exchange for supporting additional development.

The City Council's feedback will form the basis for recommendations in the Economic Development Plan and will be incorporated into long-range planning efforts.

IMPACT ON CITY RESOURCES

This study session has no additional impact on city resources.

ENVIRONMENTAL REVIEW

The study session is not subject to CEQA.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

Report prepared by:

Jim Cogan

Economic Development Manager



PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 14, 2015

Staff Report #: 15-059

CONSENT CALENDAR: **Authorize the City Manager to Enter into a Service Consultant Agreement with Syserco Inc. for the Energy Monitoring System of the Administration and Library Buildings in an amount not to exceed \$375,000**

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to enter into a service consultant agreement with Syserco Inc. for the Energy Monitoring System of the Administration and Library Buildings in an amount not to exceed \$375,000.

POLICY ISSUES

Awarding the service consultant agreement exceeds staff authorization and requires City Council approval and is consistent with the adopted City policy to achieve the 27% greenhouse gas emission level reduction target by 2020.

BACKGROUND

On August 20, 2013, the City Council approved the Facility Energy Retrofit Project and authorized the City Manager to execute an agreement with Ecology Action for project management services. The Facility Energy Retrofit Project was developed in conjunction with PG&E and San Mateo County's Energy Watch program (SMC Energy Watch). The stated goal was to take a "whole-building, whole portfolio" approach for energy efficiency by evaluating heating, ventilation, and air conditioning equipment (HVAC) and presenting recommended measures as a bundle. The SMC Energy Watch paid for consultants to audit Menlo Park's facilities and made recommendations on which equipment to replace.

One of the recommendations from the audit was to replace the Energy Management Systems (EMS) for the Library and Administration Buildings. The EMS is a computer-aided tool used to monitor, control, and optimize the performance of the HVAC equipment and climate throughout the buildings.

The existing system in both buildings is over 25 years old. Due to its age, the current system is not expandable. Staff is unable to make changes to the system without calling

the vendor for an adjustment, which can take days for response. In addition, parts are no longer available and the current controls are outdated.

ANALYSIS

Ecology Action met with three top consultants who provide EMS systems to discuss what the City was looking for in an EMS. An interview panel consisting of two energy engineers and two City staff interviewed the three consultants. The interview panel recommended Syserco Inc. because they provide a system that is user-friendly and non-proprietary. This will enable the City's HVAC maintenance contractor to work on the system. Syserco Inc. provides a full turnkey system which includes the design, obtaining all permits, installing, training and maintenance of the system if the City desires. Staff checked references of other Cities who have used Syserco Inc. and they have performed well. In addition, Syserco Inc. installed the EMS system at the new Facebook building which is complex due to its open floor plan and minimal ceilings.

Syserco Inc. is recommending the Alerton EMS. The Alerton EMS will maintain different schedules for different pieces of equipment with unique schedules for each day of the week. The EMS will be programmed to reflect occupancy levels, shift schedules, type of work performed, and other variables that affect the need for heating and cooling. It will also be used to relax temperature set points when a building is unoccupied by alternating use of heating and air conditioning rather than turning the systems off completely. This approach controls humidity, protects the building contents, and prevents overheating and freezing. The EMS will allow staff and our HVAC maintenance contractor to gather data and insight that allows them to make more informed decisions about energy activities across the building and address issues in the HVAC system. This saves on staff and contractor maintenance costs. The advantages are as follows:

- Automated Centralized Control: Increased operational efficiency and implementation of global energy saving strategies
- Remote Web Access: To improve occupants satisfaction through optimizing staff's response time to tenant concerns
- Expandability: Meets future growth plans of the city to expand EMS to other buildings
- Ease of use: Provides independence to operate and support system using existing staff
- Customer Service: Reliability and uptime to insure occupant satisfaction and comfort

The scope of work includes the placement of over 40 sensors on the three air handling units which are the chiller, hot water heater, pumps, and replacement of all thermostats and over 35 variable air volume controls. The work also includes coordination with the Administration and Library Chiller replacement contractor and installing controls and temperature sensor on the new equipment.

SMC Energy Watch staff has estimated an annual savings of over \$11,000 and a PG&E

rebate of \$7,500 and annual CO2 equivalent reduction of 120lbs.

IMPACT ON CITY RESOURCES

Syserco Cost Proposal	\$345,000
Administration and Contingency	\$ 30,000
Total Project Budget	\$375,000

There are sufficient funds in the project budget for this cost.

ENVIRONMENTAL REVIEW

The proposed action does not require an environmental review.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

ATTACHMENTS

None

Report prepared by:
Ruben Niño
Assistant Public Works Director

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PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 14, 2015

Staff Report #: 15-060

CONSENT CALENDAR: **Award a Contract to Thermal Mechanical Inc. for New Chillers and Variable Frequency Drives at the Administration Building and Library in the Amount of \$561,160 and Authorize a Total Project Budget of \$606,160 for the Equipment, Contingency and Administration**

RECOMMENDATION

Staff recommends that the City Council award a contract to Thermal Mechanical Inc. to install new chillers and variable frequency drives at the Administration Building and Library in the amount of \$561,160 and authorize a total project budget of \$606,160 for the equipment, contingency and staff administration.

POLICY ISSUES

The award of contract exceeds staff authorization and requires City Council approval and is consistent with the adopted City policy to achieve the 27% greenhouse gas emission level reduction target by 2020.

BACKGROUND

The City of Menlo Park owns and maintains 26 building facilities. A consultant was hired in 2004 to prepare a City Buildings Infrastructure Study. The study provided information to proactively plan and budget for the replacement and repair of critical building components. The study also assessed the long-term projected maintenance costs of major components of City building facilities and enabled staff to manage future maintenance of the facilities by planning for replacement of major systems (HVAC, roof, carpeting, etc). As a result of the study, the City annually includes \$325,000 in the Capital Improvement Program budget to address the ongoing maintenance needs of City buildings, two of the projects identified in the study include replacement of the chillers in the Administration Building and the Library.

On August 20, 2013, the City Council approved the Facility Energy Retrofit Project and authorized the City Manager to execute an agreement with Ecology Action for project management services. The Facility Energy Retrofit Project was developed in conjunction with PG&E and San Mateo County's Energy Watch program (SMC Energy Watch). The stated goal was to take a "whole-building, whole portfolio" approach to energy efficiency by

evaluating heating, ventilation, and air conditioning equipment (HVAC) and presenting recommended measures as a bundle. The SMC Energy Watch paid for consultants to audit Menlo Park's facilities and made recommendations on which pieces of equipment to replace. Staff has used this audit in conjunction with our City Buildings Infrastructure Study and current maintenance issues to replace equipment.

When the building was remodeled in 1998, the existing chiller for the Administration Building was installed. It provides the domestic cooling needs for all three floors. The equipment is 17 years old and is coming to the end of its useful life. Repair and replacement parts from the equipment manufacturer are difficult to obtain, and some are simply no longer available. Over this last year, the chiller broke down twice.

When the library was remodeled in 1991, the existing chiller was installed. It provides the domestic cooling needed for the main floor as well as the basement areas. This equipment is 23 years old and well past the end of its useful life. Repair and replacement parts from the equipment manufacturer are difficult to obtain. Currently, if the chillers are functional, only one of the two compressors chills the water for the building cooling system.

The proposed new chillers have variable frequency drives (VFD) frictionless/oil-less bearing turbocor compressors, one of the most efficient compressors on the market. Both of these buildings have low load days where the efficiency of the existing chillers is extremely compromised. The new chillers will adjust to varying loads which results in saving energy during low load and reducing wear and tear on the equipment. The new VFD's being installed on chilled water pumps will slow down the pumps, still meeting the cooling demand of the site, hence energy savings will be realized from a reduction in loading on the chilled water pumping equipment. The project also includes new VFD's on other circulation pumps as well as the air handler, all leading to greater energy efficiency and savings. A comprehensive energy savings analysis from San Mateo County Energy Watch substantiates an annual electrical savings of 153,069 (KW) which equates to an annual cost savings of \$22,960. This also represents an annual reduction of nearly 243,000 lbs. in municipal greenhouse gas emissions. The City is also eligible for a PG&E rebate of \$24,323 upon the completion of the project.

ANALYSIS

The project was put out to bid at the end of February with a mandatory pre-bid walk through held on March 11, 2015 in which 7 prospective bidders attended. On March 24, 2015, three bids were submitted and opened. The lowest bidder for this project, Thermal Mechanical Inc., submitted a bid in the amount of \$561,160. Attachment A provides the bid summary. Staff has checked the background and references of Thermal Mechanical Inc. and is satisfied with its past performance.

IMPACT ON CITY RESOURCES

The installation of the new chillers and variable frequency drives at the Administration Building and Library will result in an annual energy savings of 153,069 (KW), annual

energy cost savings of \$22,960, and an annual reduction of nearly 243,000 lbs. of municipal greenhouse gas emissions.

The construction contract budget for the installation consists of the following:

New Chillers/VFD's/Installation	561,160
Staff Administration	15,000
Contingency	30,000
Total budget	\$606,160

There are sufficient funds to cover the cost for the installation of new chillers and variable frequency drives in the City Buildings Minor Project and the Energy Retrofit Project, both funded by the General Fund CIP.

ENVIRONMENTAL REVIEW

The project is categorically exempt under Class I of the current State of California Environmental Quality Act Guidelines, which allows minor alterations and replacement of existing facilities.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

ATTACHMENTS

A. Bid Summary

Report prepared by:
Carl Thomas
Facilities Supervisor

Ruben Nino
Assistant Director of Public Works

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NEW CHILLERS AND VARIABLE FREQUENCY DRIVES
AT THE ADMINISTRATION BUILDING AND LIBRARY

BID SUMMARY

BID OPENING 2:00 PM TUESDAY, MARCH 24, 2015

	COMPANY	BID
1	Thermal Mechanical, Inc.	\$561,160
2	Environmental Systems, Inc.	\$598,000
3	Sea Pac Engineering, Inc.	\$797,459

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PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 14, 2015

Staff Report #: 15-061

CONSENT CALENDAR: **Authorize the City Manager to Execute an Agreement for Architectural Services up to \$125,000 for the City Hall Improvements**

RECOMMENDATION

Authorize the City Manager to Execute an Agreement for Architectural Services up to \$125,000 for the City Hall Improvements.

POLICY ISSUES

The City Council directed staff to bring this item back for City Council consideration. The cost of the services exceeds staff's authorization.

BACKGROUND

On July 15, 2014, the City Council considered City Hall renovation project options and approved Option B. Since then, an increase in staff resources is required to respond to the service demand due to the expansion in development. These demands have added further pressure on timely resolution of space needs. Option B provides adjacencies and efficiencies, and incorporates optimal flexibility in order to allow staff to provide excellent service now and in the future.

ANALYSIS

Staff hired Group 4 Architecture, Research + Planning who specialize in space planning. Group 4 designed the remodel of the Administration building in 1998.

Staff entered into an agreement with Group 4 to perform a needs assessment, building program and develop schematic plans and recommendations. Group 4 has completed this portion of the work and is prepared to complete refined schematic plans for option B. In order to proceed to the next phase of developing construction drawings and specifications, additional funds are needed which will exceed staff's authorization. The total estimated cost to complete construction drawings, specifications, prepare updated cost estimate, phasing plans, present plans to City Council, building permit approval, bid and award is estimated at \$125,000.

The Council also expressed concerns regarding the phasing of construction and how it impacts the project budget. In addition to completing the project design, the architectural consultant will develop construction phasing alternatives, which will allow staff to secure bid pricing options. These options will be presented to the City Council for their review and consideration.

Next Step

At the April 7, 2015 City Council meeting, the Council requested staff to developing more accurate plans, review the current option B and refine the cost estimate and present to the City Council for review.

IMPACT ON CITY RESOURCES

City Council previously approved a \$1.3 million budget which includes architectural services.

ENVIRONMENTAL REVIEW

The project is categorically exempt under Class I of the current State of California Environmental Quality Act Guidelines, which allows minor alterations and replacement of existing facilities.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

ATTACHMENTS

None

Report prepared by:
Ruben Nino
Assistant Public Works Director



**CITY COUNCIL and
ENVIRONMENTAL QUALITY COMMISSION
SPECIAL JOINT MEETING**

DRAFT MINUTES

**Tuesday, March 24, 2015 at 6:00 PM
Arrillaga Family Recreation Center, Cypress Room
700 Alma Street, CA 94025**

6:00 P.M. SPECIAL BUSINESS

Mayor Carlton called the meeting at order at 6:09 p.m.

ROLL CALL

City Council present: Carlton, Cline (arrived at 6:12 p.m.), Keith, Ohtaki, Mueller

Commissioners present: Bedwell, Duriseti, Marshall, Martin, Slomiak

Commissioners absent: DeCardy and Smolke

Staff Present: City Manager Alex McIntyre, Assistant City Manager Starla Jerome-Robinson, City Attorney Bill McClure, Public Works Director Jesse Quirion, Transportation Manager Nikki Nagaya, Environmental Programs Manager Heather Abrams, Environmental Programs Specialist Vanessa Marcadejas, Environmental Programs Specialist Sheena Ignacio, City Clerk Pamela Aguilar

PUBLIC COMMENT

There was no public comment.

The Council and Commission discussed the following topics:

1. Heritage Tree Ordinance

Commission Chair Marshall and Commissioner Slomiak discussed the heritage tree removal application and review process. Commissioner Bedwell discussed concerns with developers complying with heritage tree requirements.

2. Climate Action Plan

Commissioner Slomiak discussed the Council's goal of 27% greenhouse gas emissions reduction, feasibility studies and initiatives that the EQC can implement to help the City reach its goal. He also spoke about working in partnership with MenloSpark.

3. Water Resources and Policy

Commissioner Bedwell discussed the concept of water as a public resource, aggressive conservation, reuse, managing effective transfers, the aquifer as a source of water as a last resort and establishing criteria for evaluating requests for water.

4. Review of 2-Year Work Plan and other Environmentally-Related Areas of Interest

There was consensus among the Council and Commission to hold more joint meetings in the future.

ADJOURNMENT at 6:55 p.m.

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CITY COUNCIL
SPECIAL MEETING DRAFT MINUTES
Tuesday, March 31, 2015 at 5:30 PM
City Hall Administration Building
1st Floor Conference Room
701 Laurel Street
Menlo Park, CA 94025

5:30 P.M. CLOSED SESSION

Mayor Carlton called the meeting to order at 5:40 p.m. Councilmember Keith arrived at 5:44 p.m.

1. Closed Session conference with legal counsel pursuant to Government Code section 54956.9 regarding anticipated/existing litigation:

Case No. H040789, California Court of Appeal, Sixth Appellate District
Bay Area Clean Environment, Inc. v. Santa Clara County et al
Appeal from Santa Clara County Superior Court Case No. 112CV229236

PUBLIC COMMENT

The following individuals provided information regarding the pending law suit and requested Council to join in the amicus brief supporting the appeal:

- Barry Chang
- Tim Brand
- Richard Adler
- Karen Decompare
- Linda See

Council commenced closed session discussions at 6:00 p.m.

6:00 PM SPECIAL BUSINESS

At 6:15 p.m., Council reconvened in open session with all Councilmembers present.

1. Interviews of applicants for appointment to the Planning Commission

PUBLIC COMMENT

There was no public comment on this item.

Council conducted interviews of the following Planning Commission applicants:

- Carol Scal
- Stu Soffer
- Michael Meyer
- John Onken

ADJOURNMENT to the Special Joint Meeting with the Planning Commission in the City Council chambers at 7:15 p.m.

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**CITY COUNCIL and
PLANNING COMMISSION
SPECIAL JOINT MEETING DRAFT MINUTES**

Tuesday, March 31, 2015 at 7:00 PM

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

7:00 P.M. ROLL CALL

Mayor Carlton called the meeting to order at 7:20 p.m. All Councilmembers were present.

Planning Commissioners present: Bressler, Combs, Ferrick, Kadvany, Onken, Strehl

Planning Commissioners absent: Eiref

Staff present: City Manager Alex McIntyre, Assistant City Manager Starla Jerome-Robinson, City Attorney Bill McClure, City Clerk Pamela Aguilar

Mayor Carlton led the pledge of allegiance.

PUBLIC COMMENT:

- Betty Meisner spoke regarding the City's Facebook page
- Clem Moloney spoke in favor of the General Plan update but expressed concern regarding office size, jobs ratio, traffic circulation and safety
- Diane Bailey, MenloSpark, asked Council to consider and include environmental and energy standards in the General Plan update
- Terry Epidendio expressed concern regarding increased residential units
- Jesus Jimenez spoke regarding traffic and housing and asked Council not to rush decision making and development
- Adina Levin spoke regarding housing prices and potential displacement and finding a balance

STUDY SESSION

SS1. Review and provide general direction on Draft M-2 Preferred Land Use Alternative Map ([Staff report #15-054](#))([Letter](#))([Presentation](#))

Assistant Community Development Director Justin Murphy introduced the item. Charlie Knox of Placeworks gave a presentation.

PUBLIC COMMENT:

- Rose Bickerstaff expressed concerns regarding quality of life in Belle Haven
- Rachel Bickerstaff spoke regarding traffic, the need to distribute BMR housing throughout the city and the need to complete current development projects

- Johnnie Walton spoke regarding making the Menlo Park City School District one district for the entire city
- Vicky Robledo spoke regarding more outreach to the Belle Haven community
- Reginald Harris inquired about the process for analyzing appropriate building height and the process for scaling back
- Adina Levin inquired regarding renderings and working with neighboring cities regarding traffic circulation

There was consensus by Council to extend the schedule by 60 days and directing staff to bring back an amended schedule of events at the April 14th Council meeting which will include community outreach meetings/workshops.

ADJOURNMENT at 11:17 p.m. to continue Closed Session in the Administration Building Conference Room. Councilmember Mueller is recused and did not participate.

1. Closed Session conference with legal counsel pursuant to Government Code section 54956.9 regarding anticipated/existing litigation:

Case No. H040789, California Court of Appeal, Sixth Appellate District
Bay Area Clean Environment, Inc. v. Santa Clara County et al
Appeal from Santa Clara County Superior Court Case No. 112CV229236

REPORT FROM CLOSED SESSION

There was consensus by Council not to join the amicus brief in support of the appeal.

Pamela Aguilar
City Clerk



**CITY COUNCIL
SPECIAL MEETING **DRAFT** MINUTES
Monday, April 06, 2015 at 6:00 PM
City Hall Administration Building
1st Floor Conference Room
701 Laurel Street, CA 94025**

Councilmember Cline appeared by telephone from
W Hotel
515 15th Street NW
Washington, D.C. 20004
(202) 661-2400

6:00 P.M. CLOSED SESSION

Mayor Carlton called the meeting to order at 6:00 p.m. Councilmember Cline appeared via telephone.

CL1. Closed Session pursuant to Government Code Section §54957:
Public Employee Performance Evaluation - City Manager

Attendees: City Manager Alex McIntyre, Facilitator Jan Perkins

There was no public comment on this item.

ADJOURNED at 8:30 p.m. and continued this item to Closed Session on April 7, 2015 at 5:15 p.m.

Pamela Aguilar
City Clerk

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**CITY COUNCIL
SPECIAL AND REGULAR MEETING
DRAFT MINUTES
Tuesday, April 07, 2015 at 5:15 PM
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025**

5:15 P.M. CLOSED SESSION (1st floor Council Conference Room, Administration Building)

Mayor Carlton called the Closed Session to order at 5:20 p.m. Councilmember Cline was absent.

There was no public comment on this item.

CL1. Closed Session pursuant to Government Code Section §54957.6 to conference with labor negotiators regarding labor negotiations with Service Employees International Union (SEIU), American Federation of State, County and Municipal Employees (AFSCME), Menlo Park Police Officers' Association (POA), Menlo Park Police Sergeants' 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, Labor Counsel Charles Sakai

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

At 6:25pm, Council convened in open session. Councilmember Cline was absent.

1. Interviews of applicants for appointment to the Planning Commission

There was no public comment on this item.

Council conducted interviews of the following Planning Commission applicants:

- Joanne Goldberg
- Marc Bryman
- Michael Shaw

7:00 P.M. REGULAR SESSION

Mayor Carlton called the meeting to order at 7:17 p.m.

Staff present: City Manager Alex McIntyre, Assistant City Manager Starla Jerome-Robinson, City Attorney Bill McClure and City Clerk Pam Aguilar

Mayor Carlton led the pledge of allegiance.

REPORT FROM CLOSED SESSION

Mayor Carlton stated there is no reportable action from the Closed Session held earlier this evening and on April 6, 2015.

ANNOUNCEMENTS

Mayor Carlton announced that Agenda Item B2, Commission Appointments, will be continued.

Mayor Carlton announced that the ConnectMenlo survey deadline has been extended from April 8th to April 20th.

A. PRESENTATIONS AND PROCLAMATIONS

A1. Proclamation declaring National Library Week ([Attachment](#))

Library Commissioner Jacqui Cebrian and Jackie Drew of the Friends of the Library accepted the proclamation.

A2. Proclamation declaring West Nile Virus Awareness Week ([Attachment](#))

Menlo Park Trustee Valentina Cogoni accepted the proclamation.

A3. Update from Trustee for the San Mateo County Mosquito and Vector Control District ([Presentation](#))

Menlo Park Trustee Valentine Cogoni gave a brief report.

B. COMMISSION/COMMITTEE VACANCIES, APPOINTMENTS AND REPORTS

B1. Parks and Recreation Commission quarterly report on the status of their 2-year work plan ([Attachment](#))

Commission Chair Marianne Palefsky gave the report.

B2. Consider and appoint applicants for vacancies on the Housing, Parks and Recreation, Library, Environmental Quality and Transportation Commissions ([Staff report #15-050](#))

This item was continued.

C. PUBLIC COMMENT #1

- Anne Moser spoke regarding a long range plan to upgrade Bedwell-Bayfront Park and the need for ranger coverage
- Greg Druehl spoke regarding Santa Cruz Avenue sidewalks and thanked Council and staff for their outreach efforts. He expressed concern regarding property owners who have improved city-owned sidewalks by landscaping for their own enjoyment.
- Maya Perkins thanked Council for their efforts on the GPAC and spoke in support of Consent Calendar item D2, a communications consultant for outreach on the General Plan.

D. CONSENT CALENDAR

Councilmember Mueller pulled Item D6 for further discussion.

- D1.** Approve an agreement with the County of San Mateo for Animal Control Services ([Staff Report #15-056](#))
- D2.** Approve an appropriation of \$25,000 and authorize the City Manager to execute an agreement with a communications consultant to provide General Plan communications services ([Staff report #15-051](#))
- D3.** Authorize the City Manager to exceed his spending authority and appropriate \$80,000 for legal consulting fees ([Staff Report #15-054](#))
- D4.** Status update and appropriation for the property at 1175-1177 Willow Road ([Staff Report #15-052](#))
- D5.** Approve **Resolution 6259** to protect healthy forests by limiting and closely regulating widespread industry clear-cut logging ([Attachment](#))
- D6.** Approve minutes for the March 24, 2015 City Council Meeting and the March 24, 2015 Joint Special Meeting of the City Council and the Environmental Quality Commission ([Attachment](#))

ACTION: Motion and second (Ohtaki/Keith) to approve items D1-D5 on the Consent Calendar passes 4-0-1 (Cline absent).

Item D-6, minutes of the March 24th Council meeting, is continued to the April 14th meeting for staff to review the downtown parking item and make appropriate edits.

E. PUBLIC HEARING

- E1.** Adopt a resolution amending the City's Master Fee Schedule to incorporate proposed changes in fees to become effective immediately, July 1, 2015, or as required by Statute for the following departments: City Administration, Community Services, and the Menlo Park Municipal Water District ([Staff Report #15-053](#))

Finance Director Drew Corbett introduced the item.

Staff responded to Council questions regarding special permit fees for block parties, water meters in relation to residential sprinkler requirements, cost recovery study, non-resident user fees, facility attendant fees, locker fees and MPMWD fees.

There was no public comment. By acclamation, the public hearing is closed.

ACTION: Motion and second (Keith/Ohtaki) to adopt **Resolution 6260** amending the City's Master Fee Schedule to incorporate proposed changes in fees to become effective immediately, July 1, 2015, or as required by Statute for the following departments: City Administration, Community Services, and the Menlo Park Municipal Water District with the modification that the chambers facility attendant fee be maintained based on staff rate not to exceed \$35.00, passes 4-0-1 (Cline absent).

F. REGULAR BUSINESS

F1. Approve the implementation plan for the City Council's Fiscal Year 2015-16 Work Plan ([Staff Report #15-055](#))([Presentation](#))

City Manager McIntyre gave a brief presentation.

Staff responded to Council questions and discussion ensued regarding staff capacity and recruitment challenges, construction costs and temporary relocation costs.

Councilmember Mueller made a motion to bifurcate action regarding the City Hall renovation. Without a second, the motion dies.

ACTION: Motion and second (Ohtaki/Keith) to approve the implementation plan for the City Council's fiscal year 2015-16 work plan with the clarification that Council will review and approve the final design and budget for the City Hall renovation passes 3-0-1-1 (Mueller abstains, Cline absent).

G. CITY MANAGER'S REPORT – None

H. WRITTEN COMMUNICATION – None

I. INFORMATIONAL ITEMS – None

J. COUNCILMEMBER REPORTS

Mayor Carlton reported that she will be attending the League of California Cities Environmental Policy Committee and Public Safety Committee meetings. Councilmember Keith reported that she will be attending the Revenue and Taxation Committee meeting.

K. PUBLIC COMMENT #2

There was no public comment.

L. ADJOURNMENT at 10:02 p.m.

Pamela Aguilar
City Clerk



COMMUNITY DEVELOPMENT DEPARTMENT

Council Meeting Date: April 14, 2015
Staff Report #: 15-062

REGULAR BUSINESS: **Consideration of a Revised Overall Project Schedule for ConnectMenlo (General Plan and M-2 Area Zoning Update)**

RECOMMENDATION

Staff recommends that the City Council review the revised schedule (Attachment D) and provide direction to staff.

POLICY ISSUES

The General Plan and M-2 Zoning update process will consider a number of policy issues. This staff report is focused on the schedule and process in order to provide more time for community outreach and engagement on what will be studied in the Environmental Impact Report (EIR) and fiscal impact analysis.

BACKGROUND

The General Plan serves as the City's comprehensive and long range guide to land use and development in the City's jurisdiction, and is required by State law. The General Plan provides a framework for land use and development decisions consistent with the established community vision. The City Council established early in the process that the General Plan land use update would be focused on the M-2 (General Industrial) area, which includes the business parks generally located between US Highway 101 and the San Francisco Bay. The City of Menlo Park adopted its current Land Use and Circulation Elements in 1994, and development potential still remains.

The update of the General Plan has been a Council goal since March 2013. Staff initiated work in late 2013 and the project was officially launched in the summer of 2014. A list of the events and activities to date is included in Attachment A for reference. Additional information is available on the ConnectMenlo webpage at www.menlopark.org/connectmenlo. The Guiding Principles established for the update are included as Attachment B.

On March 31, 2015, the City Council and Planning Commission held a joint study session focused on the "Refined Draft M-2 Area Preferred Alternative" map, which is included as Attachment C. The March 31 staff report and presentation are available

through the following link <http://www.menlopark.org/809/Presentations-and-Staff-Reports>. As part of the Council and Planning Commission's discussion, members expressed that the name "preferred alternative" causes some confusion since no decisions have been made and the title should be changed. To more accurately describe the intent of the map, as discussed at the meeting, the name of the map has since been relabeled as "Draft M-2 Area Alternative (Maximum Development Potential)". Given the complexity of the topic and the desire for more community input, Council requested that staff return with a modified schedule that would provide more opportunities for community outreach and engagement and delay the release of the Notice of Preparation (NOP) and the EIR.

On April 7, the City Council appropriated \$25,000 for the City Manager to retain a communications specialist to assist with the ConnectMenlo process.

ANALYSIS

This staff report focuses on the modified schedule requested by the Council on March 31, 2015. Staff prepared an updated schedule, included as Attachment D, with some initial input from the Council Subcommittee, comprised of Council Members Mueller and Ohtaki. The modified schedule adds 7 meetings and would result in 8 meetings over a 10 week period from April 30 to June 18, 2015. This revised schedule would result in a delay in the release of the NOP of approximately one month and a corresponding delay to the overall project schedule of one month, ending in July 2016.

The two new community meetings in late April/early May would be structured the same to provide two different times to attend. The meetings would include information stations to allow community members to learn more about the Connect Menlo process and the potential changes in the M-2 Area, and to provide comments. Stations could include topics of land use, traffic, housing, economic development, etc. These two meetings would be advertised through NextDoor posts to the Belle Haven, Lorelei Manor, Suburban Park, Flood Triangle and Willows neighborhoods, and via ConnectMenlo email bulletins. The NextDoor post would encourage people to subscribe to future ConnectMenlo email bulletins if they were interested in learning more. In addition, staff and the consulting team intend to prepare a newsletter to explain the land use map and what it means in the overall process. The General Plan Advisory Committee (GPAC) and Planning Commission will have the opportunity to consider the feedback received during the process thus far and from the additional outreach, and make recommendations on changes to the Draft M-2 Area Alternative (Maximum Development Potential) map at their upcoming meetings in May and June before it returns to Council in mid-June, as outlined in the modified schedule.

In addition, the schedule includes meetings with the Housing Commission to discuss housing issues and a joint meeting between the Transportation and Bicycle Commissions to discuss the Circulation Element and transported-related issues in May and June, respectively. These two topics have been numerous raised by participants through the ConnectMenlo process and the Commission meetings will allow for a more

focused discussion on the matter. Other topics such as public benefit will be discussed at the April 14 Council meeting and review of development regulations and design standards to address scale/height/massing will be part of additional work during the summer months related to the proposed changes to the Zoning Ordinance.

The modified schedule also reflects an extension of the Community Programs/Amenities Survey deadline from April 8 to April 20, 2015. Thus far, 92 people have participated as follows:

Online On Forum: 36 responses
Online Off Forum: 16 responses
Paper Versions: 40 responses

In addition to ranking the programs/amenities and the categories, participants have the opportunity to provide comments. The comments received to date are included in Attachment E.

IMPACT ON CITY RESOURCES

The General Plan Update scope of services and budget was approved by the City Council on June 17, 2014. Five of the 7 additional meetings identified in the modified schedule were not anticipated in the work program and would require an additional \$62,000, which would come out of the \$150,000 set aside as the project contingency. The other two meetings were identified in the scope on an as-needed basis.

ENVIRONMENTAL REVIEW

The General Plan and M-2 Zoning update is subject to the California Environmental Quality Act (CEQA) and an EIR will be prepared.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting. In addition, the City sent an email update to subscribers of the ConnectMenlo project page, which is available at the following location: www.menlopark.org/connectmenlo, and on NextDoor. This page provides up-to-date information about the project, allowing interested parties to stay informed of its progress and allow users to sign up for automatic email bulletins, notifying them when content is updated or meetings are scheduled. In addition, a flashing message board was placed in the Belle Haven neighborhood advertising the Council meeting.

ATTACHMENTS

- A. ConnectMenlo Activities and Events to Date
- B. Guiding Principles
- C. Draft M-2 Alternative Map (Maximum Development Potential)

- D. Draft ConnectMenlo Upcoming Activities and Events (April to September 2015)
- E. Comments to date on the Community Programs/Amenities Survey

Report prepared by:

Deanna Chow
Senior Planner

Report reviewed by:

Justin Murphy
Assistant Community Development Director



CONNECTMENLO
menlo park land use & mobility update

**ConnectMenlo Activities and Events
(August 2014 - March 2015)**

Meeting Topic	Meeting Date
GPAC Meeting #1	August 25, 2014
Workshop #1 – Guiding Principles	September 11, 2014
Launch ConnectMenlo Survey – Guiding Principles	September 10, 2014
Symposium #1: Growth Management & Economic Development	September 23, 2014
Focus Group #1: Receive community feedback on ideas discussed at Symposium #1	September 29, 2014
Mobile Tour #1: Menlo Park	October 1, 2014
Stakeholders Meeting	October 2, 2014
Symposium #2 – Transportation – LOS Case Studies	October 8, 2014
Mobile Tour #2 – Other Communities	October 14, 2014
Focus Group #2 – Receive community feedback on ideas discussed at Symposium #2	October 16, 2014
Launch ConnectMenlo mobile app	October 20, 2014
End Survey on Guiding Principles	October 26, 2014
GPAC Meeting #2	November 10, 2014
City Council Presentation – Guiding Principles	November 18, 2014
GPAC Meeting #3	December 4, 2014
Joint City Council/Planning Commission Study Session – Guiding Principles	December 9, 2014
City Council – Accept the Guiding Principles	December 16, 2014
Workshop #2- Present Future Land Use and Circulation in M-2 Area	December 18, 2014
Launch ConnectMenlo Survey – M-2 Area Land Use Alternatives Map	December 30, 2014

Meeting Topic	Meeting Date
Open House	January 8, 2015
Release Public Review Draft Existing Conditions Reports	Week of January 12, 2015
City Council Status Report	January 13, 2015
GPAC Meeting #4	January 28, 2015
End Survey on Land Use Alternatives	Tuesday, January 20, 2015
GPAC Meeting #4 – Review Findings from Workshop #2 and Land Use Alternatives	Wednesday, January 28, 2015
Comment Deadline for Public Review Draft Existing Conditions Reports	Week of February 9, 2015
Planning Commission Status Report	Monday, February 9, 2015
GPAC Meeting #5 – Discuss Preferred Alternative	Thursday, February 12, 2015
City Council Status Report	Tuesday, February 24, 2015
Workshop #3 Review Preferred Land Use Alternative and Community Programs	Thursday, March 12, 2015
Launch ConnectMenlo Survey – Community Programs/Amenities	March 17, 2015
Open House #3 Review Preferred Land Use Alternative and Community Programs Survey	Thursday, March 19, 2015
GPAC Meeting #6 – Review Findings from Workshop #3	Wednesday, March 25, 2015
Joint City Council/Planning Commission Meeting on Preferred Land Use Alternative	Tuesday, March 31, 2015

GUIDING PRINCIPLES

12/16/14

These Guiding Principles describe the kind of place that community members want Menlo Park to be. City representatives and community members developed them in a collaborative public process for consideration in guiding growth and preserving the city's unique features over the next 20 years. Future change in Menlo Park will involve a careful balance of benefits and impacts, as charted in the General Plan goals, policies, and programs. While growth is planned to occur generally between US 101 and the Bay, these aspirational Principles have community-wide application, including protecting the character of residential neighborhoods and expanding transportation options.

Citywide Equity

Menlo Park neighborhoods are protected from unreasonable development and unreasonable cut-through traffic, share the benefits and impacts of local growth, and enjoy equal access to quality services, education, public open space, housing that complements local job opportunities with affordability that limits displacement of current residents, and convenient daily shopping such as grocery stores and pharmacies.

Healthy Community

Everyone in Menlo Park enjoys healthy living spaces, high quality of life, and can safely walk or bike to fresh food, medical services, employment, recreational facilities, and other daily destinations; land owners and occupants take pride in the appearance of property; Menlo Park achieves code compliance and prioritizes improvements that promote safety and healthy living; and the entire city is well-served by emergency services and community policing.

Competitive and Innovative Business Destination

Menlo Park embraces emerging technologies, local intelligence, and entrepreneurship, and welcomes reasonable development without excessive traffic congestion that will grow and attract successful companies and innovators that generate local economic activity and tax revenue for the entire community.

Corporate Contribution

In exchange for added development potential, construction projects provide physical benefits in the adjacent neighborhood (such as Belle Haven for growth north of US 101), including jobs, housing, schools, libraries, neighborhood retail, childcare, public open space, high speed internet access, and transportation choices.

Youth Support and Education Excellence

Menlo Park children and young adults have equal access to excellent childcare, education, meaningful employment opportunities, and useful training, including internship opportunities at local companies.

Great Transportation Options

Menlo Park provides thoroughly-connected, safe and convenient transportation, adequate emergency vehicle access, and multiple options for people traveling by foot, bicycle, shuttle, bus, car, and train, including daily service along the Dumbarton Rail Corridor.

Complete Neighborhoods and Commercial Corridors

Menlo Park neighborhoods are complete communities, featuring well integrated and designed development along vibrant commercial corridors with a live-work-play mix of community-focused businesses that conveniently serve adjacent neighborhoods while respecting their residential character.

Accessible Open Space and Recreation

Menlo Park provides safe and convenient access to an ample amount of local and regional parks and a range of public open space types, recreational facilities, trails, and enhancements to wetlands and the Bay.

Sustainable Environmental Planning

Menlo Park is a leader in efforts to address climate change, adapt to sea-level rise, protect natural and built resources, conserve energy, manage water, utilize renewable energy, and promote green building.



ConnectMenlo Upcoming Activities and Events

Item #	Event	Date	Time	Location
1	City Council Meeting to Review Modified Schedule	Tuesday, April 14, 2015	7:00 p.m.	Senior Center
2	<i>End of Survey for Community Program/Amenities</i>	<i>Monday April 20, 2015</i>		
3	Community Meeting with Information Stations (no presentations)	Thursday, April 30, 2015 or Wednesday, May 6, 2015	7:00 p.m.	Senior Center
4	Community Meeting with Information Stations (no presentations)	Saturday, May 2 or 9, 2015	9-11:00 a.m.	Senior Center
5	GPAC Meeting #6.5 on Preliminary Draft Notice of Preparation (NOP) with Description of Maximum Development Potential and Review Results of Community Program Survey	Thursday, May 21, 2015	6:00 p.m.	Rec Center
6	Housing Commission Meeting on Housing Issues	Wednesday, May 27, 2015*	7:00 p.m.	Neighborhood Services Center
7	Transportation Commission and Bicycle Commission Meeting on Circulation Element/Transportation Issues	Monday, June 1, 2015*	7:00 p.m.	City Council Chambers
8	Planning Commission Meeting on Draft NOP with Description of Maximum Development Potential	Monday, June 8, 2015	7:00 p.m.	City Council Chambers
9	City Council Meeting to Authorize Release of NOP with a Maximum Development Potential	Tuesday, June 16, 2015	7:00 p.m.	City Council Chambers
10	<i>Release Notice of Preparation (NOP) for Environmental Impact Report (EIR) for 30-day comment period</i>	<i>Thursday, June 18, 2015</i>		

Item #	Event	Date	Time	Location
11	GPAC Meeting #7 – Review Draft General Plan Policies and Consistency Analysis	Thursday, June 25, 2015	6-8:00 p.m.	Rec Center
12	<i>End of NOP Comment Period</i>	<i>Monday, July 20, 2015</i>		
13	GPAC Meeting #8 – Review Draft Land Use and Circulation Elements and Zoning Ordinance Update	Thursday, July 23, 2015	6-8:00 p.m.	Rec Center
14	Community Workshop on Draft Land Use and Circulation Elements and Zoning Ordinance Update	Thursday, August 13, 2015	7 p.m.	Senior Center
15	Planning Commission Meeting to Review Preliminary Draft Land Use and Circulation Elements and Zoning Ordinance Update	Monday, August 24, 2015	7:00 p.m.	City Council Chambers
16	City Council Meeting on Acceptance of Draft Land Use and Circulation Elements and Zoning Ordinance Update	Tuesday, September 8, 2015	7:00 p.m.	City Council Chambers
17	EIR Scoping Session at a Planning Commission Meeting	Monday, September 21, 2015	7:00 p.m.	City Council Chambers
<i>Prepare Draft EIR/FIA, Final EIR/FIA and Final Versions of All Documents with Input from Public Comments</i>				
18	Estimated Completion of Overall Project	July 2016		

Note: For more information about the ConnectMenlo process, please visit the project webpage at www.menlopark.org/connectmenlo. Actual meeting dates, times, and locations are subject to change.

Red = New Meetings since the 3/31/15 Staff Report

* = Special Commission Meeting that would need to be added to their calendars



CONNECTMENLO

menlo park land use & mobility update

M2 AREA AND BELLE HAVEN COMMUNITY PROGRAMS SURVEY

COMMENTS RECEIVED AS OF APRIL 8, 2015

QUESTION 9: General Comment (For example – Is there anything you would like to add to this list? Would you change any of the categories?)

Paper Version

1. A tutoring program for all grade level. Kids that are falling through the cracks. Maybe at the Onetta Harris Community.
2. Please don't stop working with us and help us over serious needs. "I really pray." I love my home and the wonderful people around me.
3. Ex neighborhood beautification – incentive to remove window bars, more trees.
4. Belle Haven is a wonderful, unique community, but it does not receive the same level of service and attention as west Menlo Park. I lived in central Menlo Park and have noticed a big difference. Please maintain the sidewalks for safety and upgrade the public facilities. Thank you.
5. Improve police patrolling throughout the day as well as provide "Quality" and affordable child care as well as schools.
6. What about the people who live here – appreciate everything, but where are the people going to live that live here. That should be #1 priority. Consider us first. Thank you.
7. Get our Belle Haven input about the proposed additional Facebook housing units and Tarleton jobs.
8. The City needs to hold the Ravenswood School District accountable. Either improve the quality of education or hand over Belle Haven School to the Menlo Park district or charter school assoc.
9. We need to do something about traffic on Willow Road between Middlefield and the 84.
10. Low interest home repair loans, remodeling, upgrading, fence and yard. Also create a fine for people who rent the property and don't take care of the front yards.

11. Belle Haven needs jobs and job training. I would be wrong if this need is out voted by other, wealthier neighborhoods. Also, nothing is being proposed here for greater security for people and possessions.
12. We need low rent 55 and older.
13. N/A
14. The East side of 101 desperately needs a grocery store.
15. With Facebook, this neighborhood is changing. The types of homeowners putting money into this neighborhood (myself included) need some decent, proper amenities without having to add to traffic to go up to El Camino for a grocery store, etc. Thank you!
16. (1) Annex Belle Haven to Menlo Park City School because we live in Menlo Park and we don't belong in Ravenswood District. (2) We speak English!
17. Belle Haven has been improving in all aspects in recent years. However, gang activities still can be seen in the neighborhood, for instance, shoes hanging on power lines. I think until the school is improved, young kids will hang out on streets.
18. Best improvement would be to use Dumbarton rail as transit that reach across the bay.
19. The thing I have marked.
20. Traffic improvement. It's been crazy about the traffic in Willow Rd.
21. Fiber internet for residential properties. This will attract a lot of tech workers.
22. No retail stores on Willow Rd. with exit on Willow Rd. due to poor traffic flow.
23. A high school next to the community.
24. Locker room at pool is in dire need of remodeling. The locker rooms, weight room, bathrooms etc. are all in need of upgrading. The library hours should be expanded to normal usable hours. I have emailed the director of the MP library and received no response. Judy and her assistants are great and would be a bigger asset if library was expanded.
25. Renovar los pequenos parques existentes Hamilton, Chilco y market, nuevos juegos y para cada parque banos.

Translation: Renovate existing small parks, Hamilton, Chilco and Market, new playground equipment and provide each with bathrooms.

Online On Forum

26. 1. Consider a joint powers transit system with San Mateo County, Santa Clara County and Caltrain to extend the light rail from Mt. View to Redwood City Sequoia Station connecting there with Caltrain. Light rail would stop near Google in Mt. View, Palo Alto, Menlo Park near Facebook and then onto Redwood City Sequoia Station

to connect with Caltrain. Unity is strength. 2. Open up an additional entrance to Hwy 101 from Belle Haven, similarly to the one off East Bayshore near University Ave. It would allow residents to get out of Belle Haven neighborhood a lot easier, which would help with traffic congestion and accessible in case of emergency. Could be near bike overpass? 3. Review and update overnight parking ordinance to include challenges in Belle Haven. Front yards and lawns should not have 10 cars piled almost upon each other. Perhaps we need a special parking lot for excess cars in the neighborhood somewhere?

27. Substantial no/low-cost improvement grants/loans for existing homes in the Belle Haven area. We have lost our view of the hills and now must contend with additional traffic. Monitor air quality and potential increase in existing residents' respiratory conditions. No water usage for landscaping for highly landscaped areas (residential and business) in all of Menlo Park in order to conserve water equally for residents who have conserved water for 10 years or more.
28. sidewalks, lighting and landscaping should include the removal of chain link fencing for the residents of Belle Haven or provide some incentive to remove property barriers
29. easy access and affordability for older/longtime residents to services. Younger and growing families will need quality, affordable, childcare, education, and housing. We shouldn't have to have a need for the Tinsley Program. Improve/replace the education system that is already here.
30. This may seem odd, but I think it would do wonders for the look and feel of the area if residents were incentivized to remove the chain link fences and gates from in front of their houses. Also maybe policies around removal of non-functioning vehicles from driveways/lawns.
31. I know you know, but traffic, traffic, traffic!! Maybe in the reconfiguration of the Willow overcrossing, the left turn lane onto Newbridge could be lengthened so as to get local traffic off quicker. Also, two right turn lanes from Newbridge onto Willow would help local traffic in BH get to Willow at the same rate as traffic from EPA. Tip top of my list is ped/bike access to rail corridor to Marsh Manor and beyond. I don't really care if a train eventually runs on those tracks, but it must be compatible with a ped/bike path - in my opinion. And, I would like to know that when FB wants to build a live/work/play community, it isn't a Fort Facebook community, but is open to all - as they have done for the tunnel to the Bay Trail.
32. We need to have a serious conversation with real solutions about the traffic on Willow and all the side street commuters, and how horrible it is to get in and out of the Belle Haven during peak rush hours. We also need real solutions for rent control and affordable housing. And 3rd but not least we need to have a serious look into why we pay City of Menlo Park taxes and get Ravenswood School district school....not cool.
33. Activate Dumbarton Rail!!!
34. East MP is the primary tax base for the entire city. It's about time resources are allocated to better serve these residents. The relative quality of Ravenswood school

district system is the primary example, but not the only one. I'm hoping we're at a point where we can come together as an entire city to do good by Belle Haven.

35. It's important to maintain neighborhood boundaries - no new building that may directly affect the current single family homes (ex: Carlton or Hamilton) should have dangerous or intrusive building approved. Limit the height on the proposed buildings & space btw buildings along Willow that will bump against single family homes already in place.
36. Zoning to promote increased density and mixed-use, if that isn't already part of the plan.
37. I would add disaster resilience due to projected rise in sea levels, the liquefaction risk associated with earthquakes, and the lack of adequate emergency services to support all of the planned development.
38. A supermarket would be a huge Improvement.
39. It's difficult to rank the categories...they are ALL important!
40. "This survey is fairly comprehensive and does a nice job of assessing community member priorities within and between categories. Years from now, I think a crucial addition will be to add the cost of each goal or change within the scope of the city's budget. For example, I would like to see an addition of a grocery store and dog park, as well as, improving the Ravenswood schools. However, these goals have very different costs and will require greatly varied time and personnel allocations. Knowing these variable may put each individual goal into a realistic perspective.
41. Thank you for continuing to improve Menlo Park and I look forward to the changes to come!
42. Additional community outreach officer to assist in addressing community blight. The new substation is an excellent resource. Promote more activity within Onetta Harris to prompt improvements to the facility. Increase educational standards at Belle Haven Elementary.
43. Redo the Willow / 101 exit and redesign the road. Dangerous and huge traffic issue.
44. For a number of reasons, I am very concerned both by the tremendous increase in housing to 5,400 units and by the type of proposed housing units. From a transportation perspective, this number of units will bring at least an additional 10,000 people to a relatively small land area, and I don't believe the proposed transportation improvements will be enough to ameliorate the problems we already face nor will some of them - like the Dumbarton Rail - be operational before the hordes of people would move here. And, if it is assumed that the owners of these units will be most likely young highly educated Facebook employees, what happens when they marry and have children? The Ravenswood school district is a poorly performing district, so these owners will most likely seek private education outside of the neighborhood thus exacerbating the transportation problems. What needs to happen is to have city government work in conjunction with the Ravenswood school district to see how best to improve the district. Secondly, who is going to ensure that a portion of these units are "affordable"? Who is the arbiter of what is affordable?

How do we ensure that the gardeners, child care workers, teachers, nurses and doctors, can afford to live here? For a truly vibrant community, we need to have a socio economically, racially and ethnically diverse neighborhood.

45. Would like the option to add a High School, such as a magnet High School, in this community
46. economic contributions to General Fund, such as sales tax revenue
47. I would like to rank my top five items, regardless of category: 1) SIGNIFICANT education improvements at Belle Haven elem 2) Underground power lines 3) Dumbarton Rail 4) Restaurants 5) Tree planting
48. More East/West connectivity (bike/bus/pedestrian)

Online Off Forum

49. I would like to see a nicer Willow road. being that a lot of traffic drives on the main road, including high profile people traveling to FB and into West Menlo Park. Palm trees along the strip to make the street visually more appealing.
50. Outreach to canvas for Belle Haven community for survey input
51. Fund two part time outreach workers to canvas belle haven for accurate input
52. Warning tickets or something to residents for off leash dogs roaming the neighborhood.
53. Affordable housing needs to be for any resident, not restricted to employees of companies that own the property.

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OFFICE OF THE CITY MANAGER

Council Meeting Date: April 14, 2015
Staff Report #: 15-064

REGULAR BUSINESS: **Discuss Recommendations for Two Vacant Seats on Regional Boards to Be Voted on at the City Selection Committee Meeting of April 24, 2015**

RECOMMENDATION

Staff recommends the City Council discuss the applicants to the two vacant regional seats in order to provide the Mayor, or designee, with guidance for voting at the next City Selection Committee meeting scheduled for April 24, 2015.

BACKGROUND

The City Selection Committee meeting will take place on April 24, 2015. According to Council of Cities bylaws, the Mayor is designated as the voting member for each city. Following past practice, this item is on the agenda in order to provide input to the Mayor or alternate for voting purposes.

There are two regional seats that will become vacant through the San Mateo County Council of Cities. Under consideration are the following:

- Selection of one (1) Council Member to serve as the alternate member on the Local Agency Formation Committee (LAFCo) representing *Cities (All cities are eligible)* for a term of four (4) years beginning May 1, 2015 through May 31, 2019
 - i. Council Member Ray Mueller, City of Menlo Park, is seeking appointment*
 - ii. Council Member Peter Mason, Town of Woodside, is seeking appointment*
- Selection of one (1) Council Member to serve as the member on the San Mateo County Transportation Authority (SMCTA) representing **Southern Cities** (*Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside*) fulfilling Redwood City Council Member Rosanne Foust's term through December 31, 2016
 - i. Vice Mayor Elizabeth Lewis, City of Atherton, is seeking appointment*
 - ii. Vice-Mayor Cameron Johnson, City of San Carlos, is seeking appointment*

Letters of interest were due to the City Selection Committee by 3:00 p.m. on Thursday April 9, 2015. The full City Selection Committee agenda packet, including letters of interest, is provided as Attachment A of the staff report.

IMPACT ON CITY RESOURCES

N/A

POLICY ISSUES

The proposed action is consistent with current practices.

ENVIRONMENTAL REVIEW

The proposed action does not require environmental review.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

ATTACHMENTS

- A. San Mateo County City Selection agenda packet

Report prepared by:
Pamela Aguilar
City Clerk

SAN MATEO COUNTY CITY SELECTION COMMITTEE

*Elizabeth Lewis, Chairperson
Marie Chuang, Vice Chairperson*

*Mina Lim, Acting Secretary
400 County Center
Redwood City, 94063
650-363-4124*

TO: MAYORS OF SAN MATEO COUNTY
FROM: MINA LIM, ACTING SECRETARY
SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE
DATE: April 24, 2015

Council Member Elizabeth Lewis, Chairperson of the San Mateo County City Selection Committee, has called for a meeting of the Committee at 6:15 p.m. on Friday, April 24, 2015, at the El Rancho Inn, Palm Room, 1100 El Camino Real, Millbrae, CA 94030.

Please arrive on time

- 1) Roll Call
- 2) Approval of the minutes for the meeting of January 30, 2015
- 3) Selection of one (1) Council Member to serve as the alternate member on the Local Agency Formation Committee (LAFCo) representing ***Cities (All cities are eligible)*** for a term of four (4) years beginning May 1, 2015 through May 31, 2019
 - i. Council Member Ray Mueller, City of Menlo Park, is seeking appointment*
 - ii. Council Member Peter Mason, Town of Woodside, is seeking appointment*
- 4) Selection of one (1) Council Member to serve as the member on the San Mateo County Transportation Authority (SMCTA) representing ***Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside)*** fulfilling Redwood City Council Member Rosanne Foust's term through December 31, 2016
 - i. Vice Mayor Elizabeth Lewis, City of Atherton, is seeking appointment*
 - ii. Vice-Mayor Cameron Johnson, City of San Carlos, is seeking appointment*
- 5) Oral Communications
(Any subject not on the agenda may be presented at this time. These topics cannot be acted upon or discussed, but may be agendized for a later meeting date.)

If you have any questions or require additional information, contact Mina Lim at (650) 363-4124.

SAN MATEO COUNTY CITY SELECTION COMMITTEE

Elizabeth Lewis, Chairperson
Marie Chuang, Vice Chairperson

Mina Lim, Acting Secretary
400 County Center
Redwood City, 94063
650-363-4124

TO: MAYORS OF SAN MATEO COUNTY
FROM: MINA LIM, ACTING SECRETARY
SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE
DATE: JANUARY 30, 2015

Council Member Elizabeth Lewis, Chairperson of the San Mateo County City Selection Committee, has called for a meeting of the Committee at 6:15 p.m. on Friday, January 30, 2015, at the Angelica's 863 Main Street, Redwood City, CA 94063.

DRAFT MINUTES

- 1) Roll Call – The meeting was called to order at 6:21 p.m. The following cities were present: Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, and Woodside.
Millbrae arrived at 6:32 p.m.
- 2) Approval of the minutes for the meeting of December 19, 2014
Motion: Foster City
Second: East Palo Alto
Ayes: All
Noes: None
- 3) Selection of one (1) Council Member to serve on the Metropolitan Transportation Commission (MTC) representing *Cities (All cities are eligible)* for a term of four (4) years beginning February 10, 2015 through February 9, 2019

VOTE RESULTS

Council Member Alicia Aguirre, Redwood City

Re-appointed

Atherton
Belmont
Brisbane
Burlingame
Colma
Daly City
East Palo Alto
Foster City

Council Member John Keener, Pacifica

San Carlos

Council Member Deborah Penrose, Half Moon Bay

Half Moon Bay
Hillsborough
Menlo Park
Pacifica
Portola Valley
Redwood City
San Bruno
San Mateo
South San Francisco
Woodside

* *Millbrae was not present for the vote*

- 4) Selection of three (3) Council Members to serve on the Housing Endowment and Regional Trust (HEART) representing *Cities (All cities are eligible)* for a term of three (3) years beginning March 1, 2015 through February 28, 2018

Mayor Robert Gottschalk, Millbrae, was re-appointed
Council Member Jack Matthews, San Mateo was re-appointed
Mayor Ron Collins, San Carlos, was re-appointed

Motion to declare the election by acclamation: Menlo Park
Second: Belmont
Ayes: All
Noes: None

- 5) Selection of one (1) Council Member to serve on the Local Agency Formation Commission (LAFCo) representing *Cities (All cities are eligible)* fulfilling Council Member Allan Alifano's term through May 1, 2018

VOTE RESULTS

*Council Member Mike
O'Neill. Pacifica*

Appointed

Belmont
Burlingame
Colma
Daly City
East Palo Alto
Foster City
Half Moon Bay
Hillsborough
Millbrae
Pacifica
Redwood City
San Bruno
South San Francisco

*Council Member Cary Wiest,
Atherton*

Atherton
Brisbane
Menlo Park
Portola Valley
San Carlos
San Mateo
Woodside

- 6) Oral Communications
None

The meeting adjourned at 6:40 p.m.

DRAFT



Office of the City Council

April 9, 2015

Honorable Mayor and City Council Members:

I am writing to request your consideration and support for my appointment as Alternate Member on the San Mateo County Local Agency Formation Committee (LAFCO) representing Cities.

I was recently surprised to learn that for over forty-two years the City of Menlo Park has not had a representative serve on LAFCO. This, despite the fact that the unincorporated areas of West Menlo Park, Menlo Oaks, and Stanford Weekend Acres, runs along our City's borders. Humbly, I'd ask for your support in breaking that trend.

If appointed as the Alternate Member to the San Mateo County Local Agency Formation Committee, I will work to forge collaborative working relationships with the other Board Members and reach out to residents and other elected officials in the region, to build consensus around difficult policy questions and decisions to ensure collaborative outcomes and the continued leadership and success of LAFCO.

Outside my work as Councilmember in Menlo Park, my qualifications at the County level include my past experience working as Chief of Staff to Santa Clara County District 5 Supervisor S. Joseph Simitian. My academic qualifications include a law degree from the University of California, Hastings College of the Law, and a Bachelor of Science from the College of Natural Resources at U.C. Berkeley.

Thank you for your consideration of my appointment. Please feel free to contact me personally at (650)776-8995 if you should have any questions about qualifications, desire, or need any additional information.

Sincerely,

Ray Mueller
Councilmember
City of Menlo Park



The Town of
Woodside

April 9, 2015

Dear Honorable Mayors and Council Members of San Mateo,

I am writing to ask for your support and vote at the next City Selection Meeting on April 24, 2015 for the open seat on the San Mateo County LAFCo Commission.

As I am sure you are aware, LAFCo reviews and approves incorporations, annexations, consolidations, and other changes of boundaries and organization for the cities and special districts of San Mateo County. The Commission also determines city and district spheres of influence and performs periodic studies of existing governmental agencies.

I have been a member of the Woodside Town Council for 7 years and 4 years on the Architectural and Site Review Board before that. I am a licensed architect and work on larger commercial projects. Over the years my projects have been located in various locations around the country, Mexico, the Caribbean, China and the Middle East.

While my experience with overall San Mateo County issues is limited, I feel that the LAFCo Commission could benefit from the effort and perspective I have brought to the Woodside Town Council, the Architectural and Site Review Board and my professional career. On the Town Council, I have served on most of the Council's sub-committees including the General Plan, the Residential Design Guidelines and currently on the Municipal Code subcommittee studying basements, maximum residence sizes and grading.

I would be honored to serve – I ask for your support. Please give me a call at (650.814.9800) if I can answer any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Peter Mason', with a large, sweeping flourish at the end.

Peter Mason

TOWN OF WOODSIDE
Council Member District 7

650-851-6790

Fax: 650-851-2195

townhall@woodsidetown.org



Town of Atherton Office of the City Clerk

91 Ashfield Road
Atherton, California 94027
650-752-0529
Fax 650-688-6528

March 27, 2015

Dear Honorable Mayors and Council Members of San Mateo County,

I am writing to ask for your support and vote at the April 24th Council of Cities' meeting, electing me to the San Mateo County Transportation Authority Board to complete the term of Redwood City Vice Mayor Rosanne Foust, should the position become available.

As a South County resident for over 50 years I have experienced the growth of our region and the increased congestion on our freeways, trains, and downtown areas. I understand the critical need for visionary leadership on this Board to not only maintain but improve our environment, economic vitality, quality of life, and healthy communities by funding important infrastructure projects making our communities safer for residents and our railways and roadways more efficient.

The responsibility of the TA Board is to evaluate and approve funding throughout the County for transportation-related projects to enhance the safety and mobility of our residents, such as grade separations, pedestrian/bike paths, highway over crossings, shuttles, and Caltrain upgrades. Measure A provides the funds for these very important projects.

My focus since being elected to Council in 2008 (Vice Mayor 2012, Mayor 2013, Vice Mayor 2015) has been on traffic congestion, bike and pedestrian safety and healthy communities.

On March 16 of this year council representatives from my neighboring cities, Menlo Park and Redwood City, joined me at a community meeting to talk about traffic along our El Camino Real corridor and hear the presentation from internationally acclaimed traffic consultant Jeff Tumlin. This "regional" approach was very well received by our residents and we came away with hope that we can find common solutions.

My track record proves that I have a regional perspective. I am thoughtful and objective in deliberations, and collaborative and willing to do the work that needs to be done.

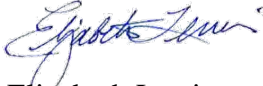
- Vice Chair (2014) San Mateo Traffic Congestion Relief Alliance - Commute.org (6 years)
- Vice Chair (current) San Francisco Airport Noise Abatement Roundtable (6 years)
- Grand Boulevard Initiative member (7 years)

- ABAG representative (7 years)
- C/CAG Board (2 years)
- Congestion Management and Environmental Quality Committee (4 years)
- HEART Member Agency Committee (7 years)
- HEART Board (2009-2011)
- San Mateo County Library JPA (2013 primary, 2014-current alternate)
- Bike / Pedestrian Advisory Committee for Master Plan Atherton (2 years)
- Atherton Transportation Committee (2 years)
- Secretary/Treasurer Council of Cities 2013
- Vice Chair Council of Cities 2014
- Chair Council of Cities 2015

I am respectfully asking for your vote to represent the County's interests as a member of the Transportation Authority Board. It would be my great honor. I have no higher office ambitions; my focus is what is best for our County. I hope you will call me with any questions or to talk about my appointment. Thank you.

Sincerely,

TOWN OF ATHERTON



Elizabeth Lewis
Vice Mayor
Atherton

CITY OF SAN CARLOS

CITY COUNCIL

RON COLLINS, MAYOR
CAMERON JOHNSON, VICE MAYOR
BOB GRASSILLI
MATT GROCOTT
MARK OLBERT



CITY CLERK
600 ELM STREET
SAN CARLOS, CALIFORNIA 94070-3085

TELEPHONE: (650) 802-4219
FAX: (650) 595-6719

WEB: <http://www.cityofsancarlos.org>

March 30, 2015

Re: San Mateo County Transportation Authority Board

Dear Colleague,

I am writing to ask for your vote to appoint me as the southern county representative to the San Mateo County Transportation Authority Board, at the April 24th Council of Cities meeting.

As you know, the Transportation Authority is responsible for distributing funds from a half-cent sales tax to improve our vital transportation infrastructure and services throughout our county.

Today our region is reaching an inflection point, where the pace of change is moving faster than our ability to provide adequate infrastructure. The growth of the technology economy, which has created so much opportunity for our region, is driving up the price of housing and putting more cars on our highways. This is a big long term challenge we all face, and it calls for innovative and creative ideas.

To meet the needs of our dynamic and growing communities, we need to make strategic investments in our transportation infrastructure now. In doing so, we must balance the immediate needs of local congestion relief with a long-term vision of how housing and mobility will work together over the next half century.

Our approach must embrace new technological solutions and promote alternative means of transportation. We must invest in projects that reduce greenhouse gases, including the electrification of Caltrain. And, we must provide effective public transportation options for all, regardless of income levels.

As a former transportation staff member to a U.S. Congressman, I worked to secure federal funding for significant transportation projects including a light rail extension, a downtown streetcar project, and major highway improvements. I have direct experience with the federal appropriations process, and I will put my experience to work on behalf of our county.

As a San Carlos Councilmember I have worked to support transit-oriented development along the El Camino corridor, suburban shuttle service to reduce traffic congestion and provide transportation options for seniors, and improvements to Old County Road to balance the needs of drivers, pedestrians, and bicyclists.

I have served effectively on regional boards including the San Mateo County Library JPA, the San Mateo County Mental Health and Substance Abuse and Recovery Commission, and C/CAG's Airport Land Use subcommittee.

i take an open minded and thoughtful approach to every issue, and apply a forward looking perspective grounded in real data. I pledge to make myself available to you to discuss the transportation priorities of your communities.

I will be reaching out to you over the next couple of weeks to talk about your local transportation priorities and how we can work together to improve our region's transportation infrastructure. I can be reached at 650-796-7997 or cjohnson@cityofsancarlos.org.

I thank you for your consideration and I would be honored to have your support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cameron Johnson", with a long horizontal flourish extending to the right.

Cameron Johnson
San Carlos Vice-Mayor



POLICE DEPARTMENT

Council Meeting Date: April 14, 2015
Staff Report #: 15-057

INFORMATIONAL ITEM: Quarterly Review of Taser Program

RECOMMENDATION

No action is necessary at this time as this is an informational report.

POLICY ISSUES

This informational report is being presented to comply with City Council direction requesting a quarterly assessment of the Taser program.

BACKGROUND

On October 7, 2014, staff presented the one year results of the Police Department Taser assessment. Following that review, Council approved the purchase and deployment of the Taser device department-wide and to continue a quarterly assessment of the Taser program.

ANALYSIS

The Police Department was able to replace a certified Taser instructor during this quarter and has now trained 98% of the Department's officers and sergeants who are carrying the Taser. The officers who have not been trained are currently out on injury leave and will be trained upon their return.

As of March 31, 2015, the Department has had no Taser uses; although a Palo Alto Police Officer did use his Taser in assisting our officers in taking a residential burglary suspect into custody on March 20, 2015, in Menlo Park. In that case, the Taser effectively stopped the suspect who was arrested and booked on numerous felony charges.

The Taser was also used in a "display only" manner on two occasions during this past quarter. In one case, an officer located a suspect who was intoxicated and had fled the scene of a hit and run collision. When confronted, the suspect was belligerent and failing to follow commands. The officer displayed his Taser and the suspect complied and was taken into custody without further incident. In the second case, a suspect who was being detained for a narcotics investigation assaulted an officer while attempting to destroy

evidenced and fled. The suspect was pursued and only complied with officers after the Taser was displayed. He was then taken into custody without further incident.

In the previous quarter, the Taser was displayed on one occasion and used on one occasion. At this time the program is working as expected. A more robust examination will be possible after an entire year of testing has been accomplished.

IMPACT ON CITY RESOURCES

None

ENVIRONMENTAL REVIEW

N/A

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

Report prepared by:
Dave Bertini
Police Commander



POLICE DEPARTMENT

Council Meeting Date: April 14, 2015

Staff Report #: 15-058

INFORMATIONAL ITEM: Quarterly Review of Data Captured by Automated License Plate Readers (ALPR) for the Period Beginning January 1, 2015 through April 1, 2015

RECOMMENDATION

No action necessary at this time as this is an informational report.

POLICY ISSUES

Pursuant to Menlo Park Municipal Code, staff is required to present a quarterly review of the data captured from the Police Department's automated license plate readers.

BACKGROUND

On September 24, 2013, the City Council approved the purchase and installation of mobile Automated License Plate Readers (ALPRs) mounted on three police vehicles.

At the May 13, 2014, City Council meeting, the Council approved Ordinance 1007 regarding the use of automated license plate readers.

Policy states, "Northern California Regional Information Center (NCRIC) will give a quarterly report to the Police Department which shall indicate the number of license plates captured by the ALPR in the City of Menlo Park, how many of those license plates were "hits" (on an active wanted list), the number of inquiries made by Menlo Park personnel along with the justifications for those inquiries, and information on any data retained beyond six months and the reasons for such retention."

ANALYSIS

From January 1, 2015 through April 1, 2015, the ALPR's captured 112,613 license plates.

The data captured resulted in 21 "hits" that a captured license plate was currently on an active wanted list. The vast majority of the hits were subsequently deemed to be a "false read" after further review by the ALPR operator. A "false read" is when a photograph of the license plate and the computer's interpretation of the number / letter combination from

the photo do not match. For example, a photograph of a license plate with the number 8 could be digitally interpreted as a B.

During the listed time period, Menlo Park Police personnel made nine license plate inquiries into the database during the investigation of crimes occurring in Menlo Park or where a Menlo Park resident was known to have had an active warrant for their arrest or was wanted as a named suspect in connection to criminal activity.

There was no captured license plate data retained beyond the six month limitation set forth in the municipal code.

IMPACT ON CITY RESOURCES

There is no impact on City resources.

ENVIRONMENTAL REVIEW

N/A

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

Report prepared by:
William A. Dixon
Police Commander