



**CITY COUNCIL  
SPECIAL AND REGULAR MEETING  
MINUTES**

**Tuesday, April 07, 2015 at 5:15 PM  
City Council Chambers  
701 Laurel Street, Menlo Park, CA 94025**

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**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 6:25 p.m., 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.

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## 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 8<sup>th</sup> to April 20<sup>th</sup>.

### 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 Valentina 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. Councilmember Mueller encouraged the commission to look into bringing Flood Park into the City park system. Councilmember Keith suggested the commission review a 2011 presentation by San Mateo County regarding needed park improvements and lobbying the County for more funds.

**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.

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## 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 24<sup>th</sup> Council meeting, is continued to the April 14<sup>th</sup> 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).

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**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

These minutes were approved at the Council meeting of April 14, 2015.