



**CITY COUNCIL
SPECIAL AND REGULAR MEETING
MINUTES**

**Tuesday, June 02, 2015 at 6:00 PM
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025**

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

Mayor Carlton called the Closed Session to order at 6:18 p.m. Councilmember Ohtaki arrived at 6:18pm.

There was no public comment on these items.

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)

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

CL2. Closed Session pursuant to Government Code Section §54957:
City Manager Employment Contract

Attendee: City Attorney William McClure

7:00 P.M. REGULAR SESSION

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

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.

REPORT FROM CLOSED SESSION

Mayor Carlton stated that there is no reportable action from the Closed Session held earlier this evening.

A. PRESENTATIONS AND PROCLAMATIONS

A1. Proclamation celebrating the American Cancer Society's Menlo Park Discovery Shop ([Attachment](#))

Holly Bohin of the American Cancer Society accepted the proclamation.

A2. Presentation of Certificate of Achievement for Financial Reporting to Finance Director Drew Corbett ([Attachment](#))

Drew Corbett accepted the certificate.

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

C. PUBLIC COMMENT #1

- Kristina Lemons thanked Council for considering a median at Alma Street and Ravenswood Avenue
- John Kadvany spoke regarding public benefit valuation
- Stu Soffer spoke regarding the City Manager's employment contract, the budget and hiring options
- Heyward Robinson spoke regarding the City Manager's employment contract
- Fran Dehn thanked the public works staff for the flags on Santa Cruz Avenue

D. CONSENT CALENDAR

Councilmember Mueller requested items D2 and D3 be pulled from the Consent Calendar for further discussion.

D1. Authorize the City Manager to enter into a contract with Kidango Foods in an amount not to exceed \$85,948 for the delivery of food services at the Belle Haven Child Development Center for Fiscal Year 2015-16 ([Staff report #15-089](#))

D2. Approve a second amendment to employment agreement between the City of Menlo Park and Alexander D. McIntyre ([Staff report #15-093](#))

D3. Approve minutes for the Council meetings of March 24, May 5 and May 19, 2015 ([Attachment](#))

ACTION: Motion and second (Cline/Ohtaki) to approve item D1 passes unanimously.

ACTION: Motion and second (Cline/Keith) to approve item D3 with the modifications to the May 19th minutes as requested by Mayor Carlton passes unanimously.

Regarding the downtown parking item from the March 24th Council meeting, there was Council consensus that staff be directed to provide information regarding the financial impacts of modifying 1-hour parking to 2 hours.

ACTION: Motion and second (Cline/Keith) to approve item D2 passes 4-1 (Mueller dissents)

At this time, Mayor Carlton called the Regular Business items out of order.

F. REGULAR BUSINESS

F1. Discuss and receive direction on Economic Development Strategic Plan Policies and Implementation ([Staff report #15-092](#))([Presentation](#))

Economic Development Manager Jim Cogan introduced the item. Michael Yarne of Build Public made a presentation.

Public Comment:

- Tim Tosta requested Council to consider the types of businesses it wants to attract and the need for a predictable process

Staff was directed to incorporate the Economic Development plan strategies with the City's other long term planning and to provide more clarification on retail strategies and public benefit strategies.

F2. Approval of design and cost-sharing requirements for the Santa Cruz Street Café Pilot Program ([Staff report #15-090](#)) ([Presentation](#))

Economic Development Specialist Amanda Wallace made a presentation. Ian Moore of Ian Moore Designs was also present to respond to Council questions.

Public Comment:

- Mario Vega of Left Bank and LB Steak spoke in support of the project

ACTION: Motion and second (Carlton/Keith) to approve the base design as the preferred Street Café design and a cost-sharing requirement of 75% for parallel parking and 70% for angled parking with the participating business paying its share upfront or through installments over a two year timeframe with the City contributing 70% for parallel parking and 60% for angled parking and a maximum contribution of \$30,000 for any one installment. The cost for any enhancements beyond the base design will be borne solely by the business. The motion passes unanimously.

F3. Authorize the City to assume the role of project sponsor for the US 101/Willow Road Interchange Project ([Staff report #15-094](#)) ([Presentation](#))

Transportation Manager Nikki Nagaya made a presentation.

Public Comment:

- Steve Van Pelt expressed concern regarding the short funding request deadline
- Fran Dehn spoke in support of pursuing TIGER grant funds
- Betsy Nash expressed concern regarding the City taking on multiple projects and competing priorities
- Rex Ianson, Menlo Park Fire Protection District, expressed concern regarding the impact on emergency response time and access due to this project

ACTION: Motion and second (Keith/Ohtaki) to authorize the City of Menlo Park to assume the role of Project Sponsor for the US 101/Willow Road Interchange Project including taking the lead role to secure adequate construction funding with a request to

the San Mateo County Transportation Authority to serve as the Implementing Agency passes unanimously.

At this time, Mayor Carlton called the Informational Items out of order.

I. INFORMATIONAL ITEMS

- I1.** Installation of buffered bike lanes and removal of parking on Santa Cruz Avenue as approved by City Council ([Staff report #15-091](#))

Public Comment:

- Betsy Nash asked the City to communicate to the public regarding its outreach efforts and inquired about bike lane and buffer widths

Staff responded to questions regarding outreach, walking in bike lanes, access by utility and maintenance vehicles and opportunities to tweak the installation design.

- I2.** Update on Menlo Park Policy #450, Use of Audio/Video Recorders
([Staff report #15-088](#))

Police Chief Jonsen and Commander Bertini responded to Council questions regarding deleting video footage of citizens interacting with police on non-police matters (ex. asking for directions), policies and practices regarding turning on/off cameras and retention/deletion timeframes.

The Police Department will work with the City Attorney's office to create a waiver that a person may request and sign to have a police contact which was recorded, deleted. A person may, after one year, petition via this waiver to have a recorded "non-event" destroyed if specific requirements are met. These requirements include, but are not limited to: a waiver of any future legal or administrative action against the City or Police Department, the recording cannot be of any criminal activity which resulted in a citation, arrest or administrative action, and in the event the recording is of multiple persons, there must have a waiver for each. The City Attorney is still researching whether the retention period will be less than one year.

Staff was directed to provide an update regarding retention as an Informational Item and to bring back the entire policy in May 2016.

- I3.** Update on status of contract reporting ([Staff report #15-095](#))

City Manager McIntyre reported that the software Council approved to facilitate the contract reporting will be implemented in the coming weeks.

E. PUBLIC HEARING

- E1.** Public hearing on fiscal year 2015-16 budget and capital improvement program
([Staff report #15-076](#))([Presentation](#))

City Manager Alex McIntyre and Finance Director Drew Corbett made a presentation.

Mayor Carlton opened the public hearing. There was no public comment.

Motion and second (Cline/Ohtaki) to close the public hearing passes unanimously.

There was consensus from Councilmembers Cline, Ohtaki and Keith to bring this item back to Council for approval on June 16, 2015.

G. CITY MANAGER'S REPORT

City Manager McIntyre reported the following: (1) parks will be closed for annual maintenance (2) power washing of downtown sidewalks is being done with recycled storm water and (3) the downtown block party will be June 17th.

H. WRITTEN COMMUNICATION – None

J. COUNCILMEMBER REPORTS

Councilmember Keith reported that the Dumbarton Rail Policy Advisory Committee has been disbanded as it has been defunded.

Mayor Carlton recognized the work of educators during the school year.

K. PUBLIC COMMENT #2

There was no public comment.

ADJOURNMENT at 12:23 a.m. on June 3, 2015.



Pamela Aguilar
City Clerk

These minutes were approved at the Council meeting of August 25, 2015.