



**SPECIAL MEETING MINUTES**

**Date:** 11/17/2015  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**7:00 P.M. Regular Session**

**A. Call To Order**

Mayor Carlton called the Regular Session to order at 7:03 p.m.

**B. Roll Call**

Present: Carlton, Cline, Keith, Mueller, Ohtaki  
Staff: City Manager Alex McIntyre, City Attorney Bill McClure, City Clerk Pamela Aguilar

**C. Pledge of Allegiance**

Mayor Carlton led the pledge of allegiance.

**D. Presentations and Proclamations**

**D1. Presentation of Certificates of Appreciation to the Parent Teacher Associations (PTA) and Education Foundations serving the City of Menlo Park**

The following representatives were present to receive the certificates:

- Wendy Horton, Laurel School PTO President
- Maggie Oren, Las Lomas School PTA President
- Stephanie Chen, Oak Knoll School PTO President
- Jill Vizas, Encinal School PTO President
- Michelle Box and Kate Kennedy, Hillview School PTO Co-Presidents
- Renu Nanda, Ravenswood Education Foundation Executive Director
- Charmaine McCrystal, Woodside High School PTSA President

**D2. Presentation by San Mateo County regarding the Flood Park Redesign Project ([Presentation](#))**

San Mateo County Parks Director Marlene Finley gave the presentation.

## E. Public Comment

- Cathleen Niblo spoke about the lack of maintenance on her apartment building and expressed concern regarding rent control
- Kay Tan announced that she is opening a new restaurant in Menlo Park called Topaz

## F. Consent Calendar

Mayor Carlton pulled item F1 and Councilmember Ray Mueller pulled item F2 for further discussion.

- F1. Approve sixth amendment to ground lease at 1000 El Camino Real, Menlo Park, California ([Staff Report# 15-179-CC](#))
- F2. Adopt a resolution directing staff to join Sister Cities International, enter into a Sister City Agreement with Galway Ireland and establish a Sister City Committee to help the City maintain and provide direction for the Menlo Park Sister City Program

In response to Councilmember Mueller, City Manager McIntyre indicated that members for the Sister City Committee will be recruited through the City Clerk's office following the same procedure as other commissions.

### Public Comment:

- Jim Lewis spoke in support of the Sister City Agreement with Galway
- Bo Crane spoke in support of the Sister City Agreement with Galway

**ACTION:** Motion and second (Carlton/Ohtaki) to adopt **Resolution 6294** directing staff to join Sister Cities International, enter into a Sister City Agreement with Galway Ireland and establish a Sister City Committee to help the City maintain and provide direction for the Menlo Park Sister City Program with the modification that the name be Sister City and Friendship Committee and consist of seven members passes unanimously.

In response to questions from Mayor Carlton, City Attorney McClure clarified the amendment to the ground lease.

**ACTION:** Motion and second (Ohtaki/Cline) to approve the sixth amendment to ground lease at 1000 El Camino Real, Menlo Park, California passes unanimously.

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

## H. Informational Items

- H1. Overview of the proposed public meeting and development agreement negotiation process for the Facebook Campus Expansion Project located at 300-309 Constitution Drive ([Staff Report# 15-167-CC](#))

There were no questions or comments on this item.

H2. Update on the Belle Haven Visioning Process and the Neighborhood Action Plan  
([Staff Report# 15-177-CC](#))

Public Comment:

- Cecilia Taylor inquired whether the location of the next MenloConnect meeting could be moved to Belle Haven and regarding the plans for the Ivy Drive/Willow Road lot. Ms. Taylor was referred to Community Services Manager Derek Schweigart for additional information.

**G. Regular Business**

At this time, City Attorney McClure recused himself from participating in item G1 due to a conflict of interest that his business office is in proximity to the subject location and exited the Council chambers. Special Counsel Barbara Kautz was present for this item.

G1. El Camino Downtown Specific Plan Biennial Review – Continued from October 6, 2015  
([Staff Report# 15-176-CC](#))([Presentation](#))

Acting Principal Planner Thomas Rogers introduced the item.

Discussion ensued and Council gave general direction to pursue staff recommendations in the following areas:

- Hotel incentives
- Infrastructure project list and outreach
- Encouragement of housing, particularly affordable housing
- Downtown parking garage and entertainment uses
- Downtown style guide
- Middle Ave. grade-separated crossing
- Parking in-lieu fees
- Massing and modulation requirements
- Public benefit list

**I. City Manager's Report**

City Manager Alex McIntyre reported on the following upcoming events: Annual Tree Lighting on December 4, Breakfast with Santa on December 5 and Wine Walk also on December 5.

Councilmember Keith requested an update regarding the Dumbarton Rail corridor.

**J. Councilmember Reports**

Councilmember Mueller reported that a letter was sent from Menlo Spark to Belle Haven residents informing them of the pre-solar electric system program and how they can qualify.

Councilmember Ohtaki reported that the Federal Aviation Association (FAA) sent a letter to local

congressional representatives informing them that they will review the flight paths and altitude levels as previously requested through the SFO Airport Roundtable in response to complaints.

**K. Adjournment**

Mayor Carlton adjourned the meeting at 10:27 p.m. in honor of the victims of the Paris tragedy.



Pamela Aguilar  
City Clerk

These minutes were approved at the City Council meeting of December 15, 2015