



REGULAR MEETING AGENDA

Date: 12/13/2016
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Pledge of Allegiance

D. Presentations and Proclamations

D1. Employee recognition awards presentation

E. Public Comment

Under “Public Comment,” the public may address the City Council on any subject not listed on the agenda. Each speaker may address the City 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 City Council cannot act on items not listed on the agenda and, therefore, the City Council cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

F. Regular Business

F1. Adopt a resolution declaring the canvass of votes cast and results of the General Municipal Election held in the City of Menlo Park on November 8, 2016 (Staff Report# 16-217-CC)

F2. Swearing-in of Councilmembers

F3. Selection of Mayor and Mayor Pro Tem for 2017 (Staff Report# 16-218-CC)

F4. Recognize outgoing Mayor

G. 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 any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the City 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 Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the City Council by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in City Council meetings, may call the City Clerk's Office at 650-330-6620.



STAFF REPORT

City Council

Meeting Date: 12/13/2016

Staff Report Number: 16-217-CC

Regular Business: Adopt a resolution declaring the canvass of votes cast and results of the General Municipal Election held in the City of Menlo Park on November 8, 2016

Recommendation

Staff recommends the City Council adopt a resolution declaring the results of the General Municipal Election held on November 8, 2016.

Policy Issues

The proposed action conforms to the California Elections Code.

Background

A General Municipal Election was held in the City on Tuesday, November 8, 2016. Section 10262 and 10264 of the California Elections Code requires that upon certification of the results of an election by the County Elections Office, the City Council shall meet to declare the results of the election. The City Council is required to adopt a Resolution (Attachment A) and the City Clerk is required to enter into the minutes a statement of the results.

On December 5, 2016, San Mateo Chief Elections Officer Mark Church certified the results of the election and the Official Report is included as Exhibit A to the resolution. According to the Official Report, the names of those elected as City Council Members to full four-year terms are:

Ray Mueller – 8,231 votes (36.34 %)

Catherine Carlton - 7,555 votes (33.36 %)

Public Notice

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

Attachments

A. Resolution

Report prepared by:
Pamela Aguilar, City Clerk

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RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
DECLARING THE RESULTS OF THE GENERAL MUNICIPAL ELECTION
HELD IN THE CITY OF MENLO PARK ON NOVEMBER 8, 2016**

WHEREAS, a General Municipal Election, consolidated with the Presidential General Election, was held and conducted in the City of Menlo Park, County of San Mateo, State of California, on Tuesday the eighth day of November, 2016, as required by law, for the purpose of electing two members of the City Council for the full term of four (4) years each and;

WHEREAS, notice of said election was duly and regularly given in the time, form and manner as provided by law, voting precincts were properly established, election officers were appointed and in all cases said election was held and conducted and the votes cast were received and canvassed and the returns made and declared in the time, form and manner as required by the provisions for the Elections Code of the State of California for holding of elections in cities; and

WHEREAS, pursuant to Resolution No. 6320, the County of San Mateo Election Department canvassed the returns of said election and has certified the results, which are attached and made a part hereof as "Exhibit A".

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Menlo Park resolves as follows:

Section 1: That the total number of ballots cast in the precincts and vote by mail ballots was 16,318.

Section 2: Said General Municipal election was held for the purpose of electing two (2) members of the City Council for terms expiring upon the election of the successor thereto at the general election in November 2020.

Section 3. The names and results of the persons voted for at said election for members of the City Council are:

<u>NAME</u>	<u>NUMBER OF VOTES RECEIVED</u>
RAY MUELLER	8,231
CATHERINE CARLTON	7,555
CECILIA T. TAYLOR	6,863

Section 4: The City Council does declare and determine that:
Ray Mueller was elected as a member of the City Council for a term expiring upon the election of a successor thereto at the General Municipal election in November 2020.

Catherine Carlton was elected as a member of the City Council for a term expiring upon the election of a successor thereto at the General Municipal election in November 2020.

Section 5: The City Clerk shall deliver to each person elected a certification of election signed by her and duly authenticated; she shall also administer to the persons elected the oath of office as prescribed in the State Constitution of the State of California and shall have those persons subscribe thereto and file it in the office of the City Clerk. Each person so elected shall be inducted into the office which he or she has been elected.

Section 6: The City Clerk shall enter in the records of the City Council a statement of the results of said election, showing (1) the whole number of votes cast in the city; (2) the names of the persons voted upon; (3) the office for which each person was voted for; (4) the number of votes given at each precinct to each person; and (5) the number of votes given in the city to each person. These results are attached as Exhibit A to the resolution.

Section 7: The City Clerk shall certify to the passage of this resolution and enter it into the book of original resolutions.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the thirteenth day of December, 2016, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this thirteenth day of December, 2016.

Pamela Aguilar, CMC
City Clerk

CERTIFICATE OF THE CHIEF ELECTIONS OFFICER

In the Matter of the CANVASS OF VOTES CAST)
at the PRESIDENTIAL GENERAL ELECTION)
held on November 8, 2016)

I, **MARK CHURCH**, Chief Elections Officer of the County of San Mateo,
State of California hereby certify;

THAT an election was held within the boundaries of the CITY OF MENLO
PARK on Tuesday, November 8, 2016 for the purpose of electing two (2) Council
Members for four (4) year terms; and I caused to have processed and recorded
the votes from the canvass of all ballots cast at said election within the
boundaries of the CITY OF MENLO PARK.

I **HEREBY FURTHER CERTIFY** that the record of votes cast at said
election is set forth in Exhibit "A" attached hereto and incorporated herein by
reference as though fully set forth at length.

IN WITNESS WHEREOF, I hereunto affix my hand and seal this 5th day of
December, 2016, and file this date with the City Clerk of the CITY OF MENLO
PARK.



MARK CHURCH
Chief Elections Officer &
Assessor-County Clerk-Recorder



EXHIBIT A

23	CITY OF MENLO PARK MEMBERS, CITY COUNCIL													
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK Vote for 2 CATHERINE CARLTON	CECILIA T. TAYLOR	RAY MUELLER							
3450	632	535	84.7		261	214	265							
3451	1,431	1,284	89.7		618	507	694							
3452	1,371	1,206	88.0		490	468	603							
3455	1,386	1,205	86.9		633	374	730							
3457	1,330	1,185	89.1		645	348	744							
3459	1,269	1,093	86.1		568	398	502							
3460	1,390	1,213	87.3		800	312	699							
3463	30	23	76.7		7	6	15							
3464	68	63	92.6		24	23	55							
4401	786	691	87.9		280	314	389							
4402	683	611	89.5		258	284	331							
4403	898	645	71.8		187	438	185							
4404	1,428	1,050	73.5		332	736	267							
4406	78	37	47.4		20	22	10							
4407	1,964	1,673	85.2		696	819	806							
4409	1,631	1,429	87.6		672	626	832							
4412	1,193	1,054	88.3		459	409	535							
4414	472	408	86.4		172	181	160							
4415	702	615	87.6		308	253	280							
4431	49	45	91.8		15	22	23							
4432	3	3	100.0		1	2	1							
4433	248	223	89.9		100	87	101							
4434	0	0	0.0		0	0	0							
4435	6	5	83.3		1	1	0							
4436	31	22	71.0		8	19	4							
Early Voting Totals	19,079	296	1.6		122	136	141							
Absentee Totals	19,079	10,826	56.7		5151	4390	5820							
Election Day Totals	19,079	5,196	27.2		2282	2337	2270							
Grand Totals	19,079	16,318	85.5		7555	6863	8231							

Early Voting Totals 23	CITY OF MENLO PARK MEMBERS, CITY COUNCIL														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK Vote for 2 CATHERINE CARLTON	CECILIA T. TAYLOR	RAY MUELLER								
14TH CONGRESSIONAL DISTRICT	2,329	27	1.2		6	24	11								
18TH CONGRESSIONAL DISTRICT	16,750	269	1.6		116	112	130								
13TH SENATE DISTRICT	19,079	296	1.6		122	136	141								
24TH ASSEMBLY DISTRICT	19,079	296	1.6		122	136	141								
3RD SUPERVISORIAL DISTRICT	8,907	129	1.4		55	52	72								
4TH SUPERVISORIAL DISTRICT	10,172	167	1.6		67	84	69								
BOARD OF EQUALIZATION - DISTRICT	19,079	296	1.6		122	136	141								
CITY OF MENLO PARK	19,079	296	1.6		122	136	141								
COUNTY OF SAN MATEO	19,079	296	1.6		122	136	141								
MENLO PARK CITY SCHOOL DISTRICT	13,829	221	1.6		89	95	107								
RAVENSWOOD CITY SCHOOL	4,457	72	1.6		8	23	10								
REDWOOD CITY SCHOOL DISTRICT	3	2	66.7		1	2	1								
SAN MATEO COUNTY HARBOR	19,079	296	1.6		122	136	141								
SEQUOIA HEALTHCARE DISTRICT	12,311	188	1.5		78	71	93								
STATEWIDE DISTRICT	19,079	296	1.6		122	136	141								
Early Voting Totals	19,079	296	1.6		122	136	141								

Absentee Totals 23	CITY OF MENLO PARK MEMBERS, CITY COUNCIL														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK Vote for 2 CATHERINE CARLTON	CECILIA T. TAYLOR	RAY MUELLER								
14TH CONGRESSIONAL DISTRICT	2,329	858	36.8		287	602	266								
18TH CONGRESSIONAL DISTRICT	16,750	9,968	59.5		4864	3788	5554								
13TH SENATE DISTRICT	19,079	10,826	56.7		5151	4390	5820								
24TH ASSEMBLY DISTRICT	19,079	10,826	56.7		5151	4390	5820								
3RD SUPERVISORIAL DISTRICT	8,907	5,399	60.6		2871	1796	3107								
4TH SUPERVISORIAL DISTRICT	10,172	5,427	53.4		2280	2594	2713								
BOARD OF EQUALIZATION - DISTRICT	19,079	10,826	56.7		5151	4390	5820								
CITY OF MENLO PARK	19,079	10,826	56.7		5151	4390	5820								
COUNTY OF SAN MATEO	19,079	10,826	56.7		5151	4390	5820								
MENLO PARK CITY SCHOOL DISTRICT	13,829	8,151	58.9		3798	3190	4559								
RAVENSWOOD CITY SCHOOL	4,457	2,095	47.0		332	668	308								
REDWOOD CITY SCHOOL DISTRICT	3	1	33.3		0	0	0								
SAN MATEO COUNTY HARBOR	19,079	10,826	56.7		5151	4390	5820								
SEQUOIA HEALTHCARE DISTRICT	12,311	7,423	60.3		3639	2511	3994								
STATEWIDE DISTRICT	19,079	10,826	56.7		5151	4390	5820								
Absentee Totals	19,079	10,826	56.7		5151	4390	5820								

Grand Totals 23	CITY OF MENLO PARK MEMBERS, CITY COUNCIL														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK Vote for 2 CATHERINE CARLTON	CECILIA T. TAYLOR	RAY MUELLER								
14TH CONGRESSIONAL DISTRICT	2,329	1,698	72.9		520	1176	453								
18TH CONGRESSIONAL DISTRICT	16,750	14,620	87.3		7035	5687	7778								
13TH SENATE DISTRICT	19,079	16,318	85.5		7555	6863	8231								
24TH ASSEMBLY DISTRICT	19,079	16,318	85.5		7555	6863	8231								
3RD SUPERVISORIAL DISTRICT	8,907	7,807	87.7		4046	2650	4307								
4TH SUPERVISORIAL DISTRICT	10,172	8,511	83.7		3509	4213	3924								
BOARD OF EQUALIZATION - DISTRICT	19,079	16,318	85.5		7555	6863	8231								
CITY OF MENLO PARK	19,079	16,318	85.5		7555	6863	8231								
COUNTY OF SAN MATEO	19,079	16,318	85.5		7555	6863	8231								
MENLO PARK CITY SCHOOL DISTRICT	13,829	12,119	87.6		5588	4880	6465								
RAVENSWOOD CITY SCHOOL	4,457	3,480	78.1		567	1242	494								
REDWOOD CITY SCHOOL DISTRICT	3	3	100.0		1	2	1								
SAN MATEO COUNTY HARBOR	19,079	16,318	85.5		7555	6863	8231								
SEQUOIA HEALTHCARE DISTRICT	12,311	10,801	87.7		5189	3713	5516								
STATEWIDE DISTRICT	19,079	16,318	85.5		7555	6863	8231								
Early Voting Totals	19,079	296	1.6		122	136	141								
Absentee Totals	19,079	10,826	56.7		5151	4390	5820								
Election Day Totals	19,079	5,196	27.2		2282	2337	2270								
Grand Totals	19,079	16,318	85.5		7555	6863	8231								



STAFF REPORT

City Council

Meeting Date: 12/13/2016

Staff Report Number: 16-218-CC

Regular Business: Selection of Mayor and Mayor Pro Tempore

Recommendation

Staff recommends the City Council select a Mayor and Mayor Pro Tempore for 2017.

Policy Issues

The proposed action conforms to current practice.

Background

The Menlo Park Municipal Code states that the City Council shall meet on a Tuesday in December of each year and choose one of its members as Mayor and one as Mayor Pro Tempore.

City Council policy CC-93-001, (Attachment A) reads as follows:

Council policy shall be to rotate the mayor annually. The Council shall select as mayor an elected member of the Council who has served a minimum of one year and who has not served as mayor. If all eligible members have served as mayor, then the member with the longest elapsed time since serving as mayor shall be selected as mayor. In the event there are two or more eligible members having equal seniority, the Council may select any eligible member as mayor.

The process for the selection of the Mayor and Mayor Pro Tempore will be as follows:

- The current Mayor will turn the meeting over to the City Clerk.
- The City Clerk will take nominations from the City Council for Mayor.
- A vote for each nominee will be taken and the new Mayor is selected.
- The City Clerk will turn the meeting over to the new Mayor.
- The Mayor will take nominations for Mayor Pro Tempore (Vice Mayor).
- A vote for each the nominee will be taken and the new Mayor Pro Tempore is selected.

Public Notice

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

Attachments

A. City Council Policy CC-93-001

Report prepared by:
Pamela Aguilar, City Clerk

City of Menlo Park		City Council Policy
Department City Council Subject Selection of Mayor	Page 1 of 1	Effective Date 11-16-1993
	Approved by: Motion by Motion of CC 11/16/1993 Update approved by CC 2/23/2016	Procedure # CC-93-001

PURPOSE:

To establish a procedure for the annual selection of the Mayor.

BACKGROUND:

Section 2.04.120 of the Menlo Park Municipal Code states, "The City Council shall meet in December each year and choose one of its members as the Mayor and one as Mayor Pro Tempore."

POLICY:

Council policy shall be to rotate the mayor annually. The Council shall select as mayor an elected member of the Council who has served a minimum of one year and who has not served as mayor. If all eligible members have served as mayor, then the member with the longest elapsed time since serving as mayor shall be selected as mayor. In the event there are two or more eligible members having equal seniority, the Council may select any eligible member as mayor.

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