



REGULAR MEETING MINUTES

Date: 1/26/2016
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 Cline called the Regular Session to order at 7:13 p.m.

B. Roll Call

Present: Carlton, Cline, Keith, Mueller, Ohtaki
Absent: None
Staff: City Manager Alex McIntyre, Assistant City Attorney Leigh Prince, City Clerk Pamela Aguilar

C. Pledge of Allegiance

Mayor Cline led the pledge of allegiance.

D. Presentations and Proclamations

D1. Presentation of the Helen Putnam Award to the Police Department

Chief Bob Jonsen introduced a video of the police department's projects and accomplishments. Regional Public Affairs Manager Seth Miller of the League of California Cities presented the award.

E. Public Comment

- Scott Marshall spoke in support of Consent Calendar item F2, the Water Efficient Landscape Ordinance
- Greg Druehl spoke regarding Santa Cruz Avenue sidewalks and safety issues
- Adina Levin spoke regarding Information Item H2 and including a study session regarding housing affordability as a Council goal

F. Consent Calendar

Items F2, F3, F7 and F9 were pulled from the Consent Calendar for further comment and discussion.

F1. Waive reading and adopt **Ordinance 1014 authorizing the implementation of a Community Choice Aggregation Program ([Staff Report #16-015-CC](#))**



- F2. Waive reading and adopt an ordinance replacing in its entirety Chapter 12.44 [Water Efficient Landscaping] of Title 12 [Buildings and Construction] of the Menlo Park Municipal Code ([Staff Report #16-010-CC](#))
- F3. Receive and file the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2015 and allocate 2014-15 General Fund surplus ([Staff Report #16-011-CC](#))
- F4. Adopt **Resolution 6304** accepting dedication of an Emergency Vehicle Access Easement from Bohannon Development Company at 100-190 Independence Drive and authorize the City Manager to sign agreements required by conditions of approval of the project ([Staff Report #16-017-CC](#))
- F5. Authorize the City Manager to execute amended agreements with the Peninsula Corridor Joint Powers Board for the City Shuttle Program for fiscal year 2015-2016 ([Staff Report #16-009-CC](#))
- F6. Initiate the Menlo Park Landscape Assessment District proceedings for Fiscal Year 2016-17 and adopt **Resolution 6305** describing the improvements and direct preparation of the Engineer's Report ([Staff Report #16-008-CC](#))
- F7. Adopt a resolution to install no parking along the north and south sides of Constitution Drive, north and south sides of Independence Drive and the west side of Chrysler Drive between Independence Drive and Commonwealth Drive ([Staff Report #16-014-CC](#))
- F8. Adopt **Resolution 6306** to authorize application to the San Mateo County FY 2016-17 Community Development Block Grant Program for eligible projects in the Belle Haven Neighborhood of Menlo Park ([Staff Report #16-013-CC](#))
- F9. Approve minutes for the City Council meeting of January 12, 2016 ([Attachment](#))

ACTION: Motion and second (Keith/Mueller) to approve all items on the Consent Calendar, except items F2, F3, F7 and F9, passes unanimously.

Councilmember Ohtaki commented on item F3, the Comprehensive Annual Financial Report (CAFR), thanking staff for its work on the report and stated that GASB 68 is included in the balance sheet. Councilmember Carlton commented on the 125k one-time employer procurement and retention funds as a placeholder that can be discussed by the Council during their goal setting session.

In response to Councilmember Mueller, City Manager McIntyre stated that the strategic pension contingency will flow into the reserve fund with Council's action at tonight's meeting.

ACTION: Motion and second (Ohtaki/Carlton) receive and file the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2015 and allocate 2014-15 General Fund surplus passes unanimously.

In response to Councilmember Ohtaki, Environmental Programs Manager Heather Abrams clarified the differences between the State model and BAWSCA model regarding residential remodels, landscape design architects and certification and rehabilitative landscaping.

Councilmember Carlton stated that she requested clarification and additional information regarding replacing lawn with artificial turf in parks and schools at the January 12th Council meeting and

directed this be included in the minutes.

ACTION: Motion and second (Ohtaki/Carlton) Waive reading and adopt **Ordinance 1015** replacing in its entirety Chapter 12.44 [Water Efficient Landscaping] of Title 12 [Buildings and Construction] of the Menlo Park Municipal Code and amend item F9 regarding WELO to include Councilmember Carlton's comments, passes unanimously.

Mayor Cline referred to a letter the City Council received from businesses at 161, 165A, 180, 186 and 190 Constitution Drive requesting Council to defer action on item F7, the installation of no parking, in order to provide more notice to tenants. ([Attachment](#))

Senior Engineer Kristiann Choy responded with a brief overview of the project.

ACTION: Motion and second (Keith/Mueller) adopt **Resolution 6307** to install no parking along the north and south sides of Constitution Drive, north and south sides of Independence Drive and the west side of Chrysler Drive between Independence Drive and Commonwealth Drive, passes unanimously.

ACTION: Motion and second (Mueller/Carlton) to reconsider the previous motion regarding item F9 passes unanimously.

ACTION: Motion and second (Mueller/Carlton) to approve item F9 with the inclusion of Councilmember Carlton's request for clarification and additional information regarding replacing lawn with artificial turf in parks and school will not be mandatory and Councilmember Mueller's clarification that the City's PCE representative will bring policy regarding renewable energy rate increases and percentages back to the Council as a consent item prior to going to the PCE passes unanimously.

G. Regular Business

- G1. Consider approval of the terms of an agreement between the City of Menlo Park and the Menlo Park Police Officers' Association ([Staff Report #16-007-CC](#))

Interim Human Resources Director Dave Bertini introduced the item.

ACTION: Motion and second (Keith/Ohtaki) to approve the terms of an agreement between the City of Menlo Park and the Menlo Park Police Officers' Association passes unanimously.

- G2. Appropriate \$565,000 from the General Fund 2014- 15 Surplus and \$25,000 from the Water Fund for the City Hall Renovation Project; authorize the City Manager to enter into contracts for construction and materials purchases in an amount not to exceed the City Council Approved Budget for the City Hall Renovation Project ([Staff Report #16-019-CC](#)) ([Presentation](#))

Assistant City Manager Chip Taylor and Public Work Director Justin Murphy made a presentation.

ACTION: Motion and second (Keith/Ohtaki) to appropriate \$560,000 from the General Fund for the City Hall Renovation Project and authorize the City Manager to enter into various contracts for construction and materials purchases up to \$1,890,000 passes 4-1 (Councilmember Mueller dissented)

H. Informational Items

City Manager McIntyre informed Council that items H1 and H2 are being submitted in advance and in preparation for the City Council goal setting session scheduled for January 29, 2016.

- H1. City Council procedures manual update ([Staff Report #16-018-CC](#))
- H2. City Council 2016 work plan ([Staff Report #16-016-CC](#))
- H3. 2015 Commissions Attendance Report ([Staff Report #16-012-CC](#))

I. Councilmember Reports

J. City Manager's Report

K. Adjournment

Mayor Cline adjourned the meeting at 8:34 p.m.



Pamela Aguilar
City Clerk

These minutes were approved at the Council meeting of February 9, 2016



**SPECIAL JOINT MEETING MINUTES OF THE CITY COUNCIL AND
THE BICYCLE AND TRANSPORTATION COMMISSIONS**

Date: 1/26/2016

Time: 6:00 p.m.

**Arrillaga Family Gymnastics Center
501 Laurel St., Menlo Park, CA 94025**

6:00 P.M. Special Meeting

A. Call To Order

Mayor Cline called the special meeting to order at 6:09 p.m.

B. Roll Call

Council Present: Carlton, Cline, Keith, Mueller, Ohtaki

Bicycle Commissioners Present: Kirsch (Chair), Welton (Vice Chair), Berghout, Lee, McKieren, Nash, Weiner

Transportation Commissioners Present: Walser (Chair), Mazarra (Vice Chair), Levin, Meyer, Shiu (Huang and Pfannenstiel absent)

Staff Present: City Manager Alex McIntyre, Assistant City Attorney Leigh Prince, City Clerk Pamela Aguilar, Assistant City Manager Chip Taylor, Public Works Director Justin Murphy, Bicycle Commission Staff Liaison Kristiann Choy

C. Public Comment

There was no public comment.

D. Regular Business

D1. Provide overview and discuss Oak Grove and University Drive bike boulevard ([Presentation](#))

Bicycle Commission Chair Bill Kirsch introduced the item. Commissioner Jonathan Weiner made a presentation.

Discussion ensued regarding the desire for a more sustainable and human-friendly road environment for the future, data collection, community engagement and buy-in, bike parking, and the potential of bike boxes.

There was unanimous Council support to explore the concept of the Oak Grove bike boulevard and that the City will reach out to businesses.

D2. Provide overview and discuss proposed E-Bike Ordinance ([Handout](#))

Transportation Commissioner Michael Meyer presented the item.

Discussion ensued regarding types of electric bikes and scooters, the maximum miles per hour of electric bikes and scooters, and the status of the anti-harassment of bicyclists ordinance and the

request of the commissions that these two ordinances should go forward.

D3. Provide overview and discuss Middle Avenue bike safety

Transportation Commission Chair Bianca Walser presented the item.

Discussion ensued regarding safety concerns, the El Camino Real bicycle trail and the need for connectivity at the Middle Avenue undercrossing.

K. Adjournment at 6:52 p.m. to the Regular City Council Meeting in the Council Chambers



Pamela Aguilar
City Clerk

These minutes were approved at the Council meeting of February 9, 2016