



**REGULAR MEETING MINUTES**

**Date:** 9/13/2016  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**A.** Mayor Cline called the meeting to order at 7:08 p.m.

**B. Roll Call**

Present: Carlton, Cline, Keith, Mueller, Ohtaki  
Absent: None  
Staff: City Manager Alex McIntyre, City Attorney Bill McClure, City Clerk Pamela Aguilar

**C. Pledge of Allegiance**

Mayor Cline led the pledge of allegiance.

**D. Presentations and Proclamations**

D1. Proclamation recognizing October 1, 2016 as Bay Day ([Proclamation](#))

Mayor Cline read the proclamation and accepted the proclamation on behalf of the City Council.

D2. Proclamation recognizing National Drive Electric Week ([Proclamation](#))

Transportation Commission Vice Chair Michael Meyer accepted the proclamation.

D3. Presentation by San Mateo County Health Department regarding San Mateo Plain Groundwater Assessment ([Presentation](#))

Director Heather Forshey and Groundwater Protection Program Lead Charles Ice, of the San Mateo County Health Department made a presentation.

**E. Public Comment**

- Peter Leroe-Munoz, City of Gilroy Mayor Pro Tem, spoke regarding the Silicon Valley Turkey Trot on November 24, 2016

**F. Consent Calendar**

Councilmember Mueller requested item F7 be pulled and Mayor Pro Tem Keith requested item F4 be pulled for further discussion. Mayor Pro Tem Keith requested F9 be pulled and voted on separately so that she can abstain as she was not present for the August 23 City Council meeting.

F1. Authorize the City Manager to modify the cost-sharing agreement with Downtown businesses for the Santa Cruz Street Cafes, allow three years for business owner contributions and extend the

evaluation period to five years ([Staff Report# 16-158-CC](#))

- F2. Authorize the City Manager to award a construction contract and all related service agreements for the Santa Cruz Avenue Sidewalk Project up to the budgeted amount ([Staff Report# 16-162-CC](#))
- F3. Award a construction contract to Traffic Development Services, Inc. for the Sand Hill Road Traffic Signal Modification Project (Project) in the amount of \$131,350 and appropriate \$48,620 from the Transportation Impact Fee Fund Balance and authorize a total construction contract budget of \$157,620 ([Staff Report# 16-159-CC](#))
- F4. Authorize the City Manager to enter into a consultant agreement with Jeff Katz Architecture for the Belle Haven Pool Facility Audit and Master Plan report ([Staff Report# 16-150-CC](#))
- F5. Adopt **Resolution 6342** to establish a citywide crosswalk policy ([Staff Report# 16-163-CC](#))
- F6. Approval of third amendment to employment agreement between the City of Menlo Park and Alexander D. McIntyre and approval of bonus ([Staff Report# 16-164-CC](#))
- F7. Authorize the City Manager to enter into an amended and restated lease with the Fire District for Station No. 77 located at 1467 Chilco Street ([Staff Report# 16-165-CC](#))
- F8. Adopt **Resolution 6343** approving the revised investment policy for the City and the former Community Development Agency of Menlo Park ([Staff Report# 16-167-CC](#))
- F9. Approve minutes for the City Council meetings of August 23 and August 30, 2016 ([Attachment](#))

**ACTION:** Motion and second (Ohtaki/Keith) to approve all items on the Consent Calendar, except F4, F7 and the August 23 City Council meeting minutes, passes unanimously.

**ACTION:** Motion and second to approve the August 23 City Council meeting minutes passes 4-0-1 (Mayor Pro Tem Keith abstains). By acclamation the August 30<sup>th</sup> City Council meeting minutes are approved.

Public Works Director Justin Murphy responded to Council questions regarding the cost breakdown between the audit and the master plan and outreach for the RFP.

**ACTION:** Motion and second (Ohtaki/Mueller) to authorize the City Manager to enter into a consultant agreement with Jeff Katz Architecture for the Belle Haven Pool Facility Audit and Master Plan report passes unanimously.

City Attorney Bill McClure responded to Council questions regarding the Fire District combining parcels to build a bigger station and stated that those discussions have not taken place with the City at this time.

**ACTION:** Motion and second (Mueller/Carlton) to authorize the City Manager to enter into an amended and restated lease with the Fire District for Station No. 77 located at 1467 Chilco Street passes unanimously.

## G. Regular Business

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

G1. Consider the term sheet for the Station 1300 project development agreement  
([Staff Report# 16-168-CC](#))([Presentation](#))

Assistant City Manager Chip Taylor made a presentation. Steve Pierce of Greenheart made a brief presentation and responded to Council questions with Bob Burke.

Public Comment:

- Clem Molony spoke in support of the project and regarding the traffic impact analysis.
- Craig Lewis, Director of Clean Coalition, congratulated Greenheart and City staff on the project.
- Pamela Jones spoke in support of the project and regarding more affordable housing downtown.
- Fran Dehn spoke in support of the project and urged Council to approve the term sheet.
- Skip Hilton spoke in support of the project and expressed approval for a more vibrant downtown.

Discussion ensued regarding traffic flow, housing, retail and commercial space, and the timeline.

**ACTION:** Motion and second (Carlton/Ohtaki) to approve the term sheet for the Station 1300 project development agreement passes unanimously.

## H. Informational Items

H1. Review of the City's Investment Portfolio as of June 30, 2016

H2. Draft Zero Waste Plan update

H3. Electric Vehicle (EV) Charger Program three month update

## I. City Manager's Report

City Manager McIntyre informed the Council that the October 18 Council meeting may potentially be rescheduled to October 25.

## J. Councilmember Reports

J1. Provide direction regarding proposed resolution(s) to the City's voting delegate to the League of California Cities annual conference

There was consensus among Council to support the proposed resolution.

In response to Councilmember Mueller's inquiry about K-8 in Belle Haven and/or merging school, Mayor Cline stated that these would be long term goals and Mayor Pro Tem Keith stated she needed more information. Councilmember Mueller also showed the design drawing for the Burgess snack bar.

Mayor Cline reported on a recent school visit.

Mayor Pro Tem Keith announced that the Willow Road housing project has received an award from

the Silicon Valley Business Journal.

Councilmember Carlton announced Chief Jonsen's Acorn Award from the Menlo Park Chamber of Commerce.

**K. Adjournment**

Mayor Cline adjourned the meeting at 9:02 p.m.

Pamela Aguilar, CMC  
City Clerk

These minutes were approved at the City Council meeting of October 11, 2016.