



**REGULAR MEETING AGENDA**

**Date:** 12/11/2018  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

According to City Council policy, all regular meetings of the City Council are to end by midnight unless there is a super majority vote taken by 11:00 p.m. to extend the meeting and identify the items to be considered after 11:00 p.m.

**7:00 p.m. Regular Session**

- A. Call to Order**
- B. Roll Call**
- C. Pledge of Allegiance**
- D. 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.

**E. Consent Calendar**

- E1. Accept the City Council meeting minutes for December 4, 2018 ([Attachment](#))

**F. Regular Business**

- F1. Adopt Resolution No. 6475 declaring the canvass of votes cast and results of the General Municipal Election held in the City of Menlo Park on November 6, 2018 ([Staff Report #18-213-CC](#))
- F2. Swearing-in of Councilmembers
- F3. Selection of Mayor and Mayor Pro Tempore ([Staff Report #18-214-CC](#))
- F4. Recognize outgoing Mayor and City Councilmembers
- F5. Approve the 2019 City Council meeting schedule ([Staff Report #18-216-CC](#))
- F6. Appoint City Council representatives and alternates to various regional agencies to City Council subcommittees and as liaisons to City Council advisory bodies ([Staff Report #18-215-CC](#))
- F7. Provide direction to the City's voting delegate regarding regional vacancies for the next City Selection Committee meeting on December 14, 2018 ([Staff Report #18-217-CC](#))

**G. City Manager's Report**

**H. Councilmember Reports**

**I. Adjournment**

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.

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at [menlopark.org/agenda](http://menlopark.org/agenda) and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at [menlopark.org/notifyme](http://menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 12/6/2018)



## SPECIAL AND REGULAR MEETING MINUTES - DRAFT

**Date:** 12/4/2018  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**Mayor Peter Ohtaki will be participating by phone from:**  
**Pop Century Resort**  
**1050 Century Drive**  
**Lake Buena Vista, FL 32830**

### 7:00 p.m. Regular Session

#### A. Call to Order

Mayor Pro Tem Mueller called the meeting to order at 6:02 p.m.

#### B. Roll Call

Present: Carlton, Keith, Mueller, Ohtaki

Absent: Cline

Staff: Interim City Manager Starla Jerome-Robinson, City Attorney Bill McClure, City Clerk Judi A. Herren, Deputy City Clerk Neetu Salwan

#### C. Pledge of Allegiance

Mayor Pro Tem Mueller led the Pledge of Allegiance.

#### D. Presentations and Proclamations

##### D1. Proclamation: Recognizing Ron La France

Mayor Pro Tem Mueller read the proclamation and presented to Ron La France.

##### D2. Proclamation: Recognizing Former Mayor Dee Tolles

Mayor Pro Tem Mueller read the proclamation.

#### E. Public Comment

- Gail Wilkerson requested clarification on the business licensing and zoning requirements for commercial rental space.
- Luke Hannah, La Entrada student, asked what measures were being taken to insure that school resources are not harmed.

#### F. Commission Report

##### F1. Complete Streets Committee report on Middle Avenue conceptual bike improvements

Bill Kirsch made the presentation.

- Jennifer Johnson spoke in support the ideas presented in the report to improve bike and pedestrian safety.
- Jennifer Baskin spoke in support of the report and recommended the Ravenswood crossing at Nealon Park.
- Laura Low Ah Kee spoke in support of traffic control and bike and safety.

The City Council supported the recommendations of improving the safety on Middle Avenue presented by the Complete Streets Commission and asked that the other side of Nealon Park be taken into consideration.

## **G. Consent Calendar**

- G1. Accept the City Council meeting minutes for November 13, 2018 ([Attachment](#))
- G2. Review of the annual report on the status of the transportation impact, storm drainage, recreation in-lieu, below market rate housing in-lieu and building construction road impact fees collected as of June 30, 2018, and make findings regarding funds collected but not expended ([Staff Report #18-218-CC](#))
- G3. Adopt Resolution No. 6472 accepting fiscal year 2018-2019 state supplemental local law enforcement grant in the amount of \$100,000; and approve a spending plan ([Staff Report #18-221-CC](#))
- G4. Authorize the City Manager to execute an agreement with Significant Cleaning Services for janitorial services up to the annual budgeted amount ([Staff Report #18-227-CC](#))

City Councilmember Carlton received assurance that enforcement of sorting will be done.

- G5. Adopt Resolution No. 6471 authorizing the City Manager to accept a grant for fiscal year 2018-19 of up to \$150,000 from Silicon Valley Community Foundation to implement the Big Lift at the Belle Haven Child Development Center and to execute a contract to enhance services to complete the scope of work ([Staff Report #18-220-CC](#))
- G6. Adopt Resolution No. 6473 supporting the City's Shuttle Program for application for the Lifeline Transportation Program fiscal year 2018-19 and fiscal year 2019-20, and authorize the City Manager to enter into necessary funding agreements ([Staff Report #18-231-CC](#))
- G7. Authorize the City Manager to enter into a contract with ICF International to prepare an environmental impact report for the proposed approximately 120,000 square foot research and development building at 1105-1165 O'Brien Drive for the amount of \$314,338 and future augments as may be necessary to complete the environmental review for the proposed project ([Staff Report #18-219-CC](#))

Mayor Ohtaki wanted to ensure that life sciences was a priority.

- G8. Authorize the City Manager to execute an agreement with Dinsmore Landscape Company for median and right of way landscape maintenance services up to the annual budgeted amount ([Staff Report #18-222-CC](#))

**ACTION:** Motion and second (Carlton/Keith) to approve the consent, passed unanimously (4-0-1, Cline absent).

## H. Regular Business

- H1. Adopt Resolution No. 6474 approving the City Council Community Funding Subcommittee's recommendations regarding the 2018-19 community funding allocation ([Staff Report #18-230-CC](#))

Mayor Pro Tem Mueller received confirmation from City Attorney Bill McClure that he would not need to recuse himself as LifeMoves is a non-profit.

**ACTION:** Motion and second (Ohtaki/ Carlton) to adopt Resolution No. 6474 approving the City Council Community Funding Subcommittee's recommendations regarding the 2018-19 community funding allocation, passed unanimously (4-0-1, Cline absent).

## I. Informational Items

- I1. Quarterly financial review of general fund operations as of September 30, 2018 ([Staff Report #18-232-CC](#))
- I2. Review of the City's investment portfolio as of September 30, 2018 ([Staff Report #18-226-CC](#))
- I3. Update on the Housing Commission public meeting regarding the San Mateo County Civil Grand Jury report regarding restricting smoking in multiunit housing properties ([Staff Report #18-228-CC](#))
- City Councilmember Carlton requested that this topic be considered by the City Council in the future.
- I4. Update on the citywide Safe Routes to School program ([Staff Report #18-225-CC](#))
- Jen Wolosin requested that the City consider hiring a full-time consultant and expand their scope of work.

The City Council received confirmation that the missing school will be added to the list.

- I5. Update on municipal regional stormwater permit requirement to implement a new Polychlorinated Biphenyls Building Demolition Program ([Staff Report #18-223-CC](#))
- City Attorney Bill McClure was recused from item I6.
- I6. Update and public release of draft project study report for the Ravenswood Avenue railroad crossing study and draft scope for additional studies ([Staff Report #18-224-CC](#))
- Henry Riggs urged the City Council to work with consultants who will provide sufficient information on all alternatives before making a decision.
  - Hinda Sack requested that her emails be viewed and taken into consideration.

City Council confirmed that Sack's emails had been received and were still being reviewed. They also received clarification that this item would return to City Council in January as a Regular item to include feedback from City Council and the community. City Council also asked that tunneling still be explored.

17. Quarterly update on the 2018 City Council work plan ([Staff Report #18-229-CC](#))

**J. City Manager's Report**

None.

**K. Councilmember Reports**

City Councilmembers Carlton and Keith reported on attending the League of Cities Leadership meeting.

**L. Adjournment**

Mayor Pro Tem Mueller adjourned the meeting at 8:10 p.m.



## STAFF REPORT

### City Council

**Meeting Date:** 12/11/2018

**Staff Report Number:** 18-213-CC

**Regular Business:** **Adopt Resolution No. 6475 declaring the canvass of votes cast and results of the General Municipal Election held in the City of Menlo Park November 6, 2018**

### Recommendation

Staff recommends the City Council adopt Resolution No. 6475 declaring the results of the General Municipal Election held November 6, 2018.

### Policy Issues

The proposed action conforms to the California Elections Code.

### Background

A General Municipal Election was held in the City Tuesday, November 6, 2018. 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 No. 6475 (Attachment A) and the City Clerk is required to enter into the minutes a statement of the results.

On December 6, 2018, San Mateo Chief Elections Officer Mark Church certified the results of the election and the Official Report is included as Exhibit A to Resolution No. 6475. According to the official report, the names of those elected as City Council Members to full four-year terms are:

Cecilia Taylor, District 1 – 1,175 votes (77.5%)

Drew Combs, District 2 – 1,873 votes (62.3%)

Betsy Nash, District 4 – 1,765 votes (55.2%)

### Public Notice

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

### Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is a minor change that will not result in any direct or indirect physical change in the environment.

**Attachments**

A. Resolution No. 6475

Report prepared by:  
Judi A. Herren, City Clerk



**RESOLUTION NO. 6475****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 6, 2018**

WHEREAS, a General Municipal Election was held and conducted in the City of Menlo Park, County of San Mateo, State of California, on Tuesday the sixth day of November, 2018, 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. 6442, 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 vote centers and vote by mail ballots was 8,412.

Section 2: Said General Municipal election was held for the purpose of electing three (3) members of the City Council to Districts 1, 2 and 4 for four year terms.

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

DISTRICT	NAME	NUMBER OF VOTES RECEIVED
1	CECILIA T. TAYLOR	1,175
2	DREW COMBS	1,873
4	BETSY NASH	1,765

Section 4: The City Council does declare and determine that:

Cecilia T. Taylor was elected as a member of the City Council District 1 for a term expiring upon the election of a successor thereto at the General Municipal election in November 2022.

Drew Combs was elected as a member of the City Council District 2 for a term expiring upon the election of a successor thereto at the General Municipal election in November 2022.

Betsy Nash was elected as a member of the City Council District 4 for a term expiring upon the election of a successor thereto at the General Municipal election in November 2022.

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 district 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, Judi A. Herren, 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 eleventh day of December, 2018, 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 eleventh day of December, 2018.

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Judi A. Herren, City Clerk



OFFICE OF  
**ASSESSOR-COUNTY CLERK-  
RECORDER & ELECTIONS**  
COUNTY OF SAN MATEO

**MARK CHURCH**  
CHIEF ELECTIONS OFFICER &  
ASSESSOR-COUNTY CLERK-RECORDER

December 6, 2018

Judi Herren  
City Clerk  
City of Menlo Park  
701 Laurel Street  
Menlo Park, CA 94025

**Subject:** Certificate of the Chief Elections Officer for the Statewide General Election held on Tuesday, November 6, 2018

Dear City Clerk Herren,

This is to advise you that we have completed the Official Canvass of the vote and I have certified the election results.

Attached hereto is the official Chief Elections Officer's Certification of the November 6, 2018 Statewide General Election.

It has been a pleasure to work with you in conducting this election and I look forward to serving you again in future elections.

Sincerely,

Mark Church

Enclosures

# CERTIFICATE OF THE CHIEF ELECTIONS OFFICER

In the matter of the CANVASS OF VOTES CAST     )  
at the STATEWIDE GENERAL ELECTION             )  
held on November 6, 2018                         )

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 DISTRICT 1, on Tuesday, November 6, 2018, for the purpose of electing  
one (1) Council Member for a four (4) year term; 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 DISTRICT 1.

**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 6<sup>th</sup> day of  
December, 2018, and file this date with the City Clerk of the CITY OF MENLO  
PARK.



A handwritten signature in black ink that reads "Mark Church".

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

# EXHIBIT A

28	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 1													
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK MIKE DUNN	GEORGE YANG	CECILIA T. TAYLOR							
4403	1,007	651	64.6		41	98	453							
4404	1,468	875	59.6		48	115	656							
4432	152	114	75.0		18	16	59							
4436	32	15	46.9		2	4	7							
<b>Early Voting Totals</b>	2,659	387	14.6		27	47	274							
<b>Absentee Totals</b>	2,659	1,268	47.7		82	186	901							
<b>Election Day Totals</b>	2,659	0	0.0		0	0	0							
<b>Grand Totals</b>	2,659	1,655	62.2		109	233	1175							

Early Voting Totals 28	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 1														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK MIKE DUNN	GEORGE YANG	CECILIA T. TAYLOR								
14TH CONGRESSIONAL DISTRICT	2,627	385	14.7		27	47	273								
18TH CONGRESSIONAL DISTRICT	32	2	6.3		0	0	1								
24TH ASSEMBLY DISTRICT	2,659	387	14.6		27	47	274								
4TH SUPERVISORIAL DISTRICT	2,659	387	14.6		27	47	274								
13TH SENATORIAL DISTRICT	2,659	387	14.6		27	47	274								
BOARD OF EQUALIZATION DIST 2	2,659	387	14.6		27	47	274								
CITY OF MENLO PARK	2,659	387	14.6		27	47	274								
MENLO PARK CITY COUNCIL DIST 1	2,659	387	14.6		27	47	274								
MENLO PARK FIRE PROTECTION DIST	2,659	387	14.6		27	47	274								
MIDPEN REGIONAL WARD 5	2,659	387	14.6		27	47	274								
RAVENSWOOD CITY SCHOOL DIST	2,659	387	14.6		22	47	254								
SMC BOARD OF ED TRUSTEE AREA 1	2,659	387	14.6		27	47	274								
SAN MATEO COUNTY HARBOR	2,659	387	14.6		27	47	274								
SEQUOIA HEALTHCARE DIST.ZONE A	152	30	19.7		5	0	20								
<b>Early Voting Totals</b>	2,658	387	14.6		27	47	274								

Absentee Totals 28	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 1													
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK MIKE DUNN	GEORGE YANG	CECILIA T. TAYLOR							
14TH CONGRESSIONAL DISTRICT	2,627	1,256	47.8		80	182	895							
18TH CONGRESSIONAL DISTRICT	32	13	40.6		2	4	6							
24TH ASSEMBLY DISTRICT	2,659	1,268	47.7		82	186	901							
4TH SUPERVISORIAL DISTRICT	2,659	1,268	47.7		82	186	901							
13TH SENATORIAL DISTRICT	2,659	1,268	47.7		82	186	901							
BOARD OF EQUALIZATION DIST 2	2,659	1,268	47.7		82	186	901							
CITY OF MENLO PARK	2,659	1,268	47.7		82	186	901							
MENLO PARK CITY COUNCIL DIST 1	2,659	1,268	47.7		82	186	901							
MENLO PARK FIRE PROTECTION DIST	2,659	1,268	47.7		82	186	901							
MIDPEN REGIONAL WARD 5	2,659	1,268	47.7		82	186	901							
RAVENSWOOD CITY SCHOOL DIST	2,659	1,268	47.7		69	170	862							
SMC BOARD OF ED TRUSTEE AREA 1	2,659	1,268	47.7		82	186	901							
SAN MATEO COUNTY HARBOR	2,659	1,268	47.7		82	186	901							
SEQUOIA HEALTHCARE DIST ZONE A	152	84	55.3		13	16	39							
<b>Absentee Totals</b>	2,659	1,268	47.7		82	186	901							





# COUNTY OF SAN MATEO

## CERTIFICATION OF ELECTION

This is to certify that

*Cecilia T. Taylor*

was elected to the office of

*Member, City Council*  
*City of Menlo Park*

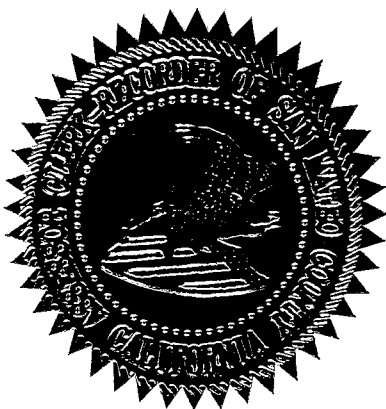
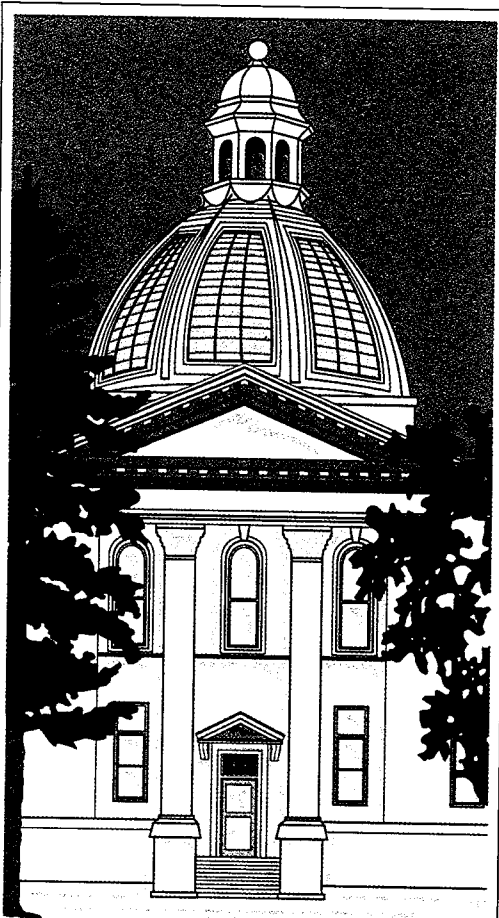
*District 1*

at the Statewide General Election held in San Mateo County  
on the 6<sup>th</sup> day of November, 2018

*In witness whereof*, I have hereunto set my hand and affixed my  
official seal this 6<sup>th</sup> day of December, 2018.

*Mark Church*

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



# CERTIFICATE OF THE CHIEF ELECTIONS OFFICER

In the matter of the CANVASS OF VOTES CAST     )  
at the STATEWIDE GENERAL ELECTION            )  
held on November 6, 2018                        )

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 DISTRICT 2, on Tuesday, November 6, 2018, for the purpose of electing  
one (1) Council Member for a four (4) year term; 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 DISTRICT 2.

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 6<sup>th</sup> day of  
December, 2018, and file this date with the City Clerk of the CITY OF MENLO  
PARK.



A handwritten signature in black ink that reads "Mark Church".

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

# EXHIBIT A

29	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 2														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK DREW COMBS	KIRSTEN KEITH									
4401	511	415	81.2		195	190									
4402	670	568	84.8		351	174									
4406	55	28	50.9		10	15									
4407	538	427	79.4		243	151									
4408	777	629	81.0		398	198									
4409	1,066	884	82.9		511	314									
4431	46	35	76.1		17	16									
4434	0	0	0.0		0	0									
4435	5	5	100.0		3	0									
4438	284	235	82.7		145	78									
<b>Early Voting Totals</b>	3,952	289	7.3		142	115									
<b>Absentee Totals</b>	3,952	2,937	74.3		1731	1019									
<b>Election Day Totals</b>	3,952	0	0.0		0	0									
<b>Grand Totals</b>	3,952	3,226	81.6		1873	1134									

Early Voting Totals 29	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 2														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK DREW COMBS	KIRSTEN KEITH									
18TH CONGRESSIONAL DISTRICT	3,952	289	7.3		142	115									
24TH ASSEMBLY DISTRICT	3,952	289	7.3		142	115									
4TH SUPERVISORIAL DISTRICT	3,952	289	7.3		142	115									
13TH SENATORIAL DISTRICT	3,952	289	7.3		142	115									
BOARD OF EQUALIZATION DIST 2	3,952	289	7.3		142	115									
CITY OF MENLO PARK	3,952	289	7.3		142	115									
MENLO PARK CITY COUNCIL DIST 2	3,952	289	7.3		142	115									
MENLO PARK FIRE PROTECTION DIST	3,952	289	7.3		142	115									
MIDPEN REGIONAL WARD 5	3,952	289	7.3		142	115									
RAVENSWOOD CITY SCHOOL DIST	883	53	6.0		3	4									
SMC BOARD OF ED TRUSTEE AREA 1	3,952	289	7.3		142	115									
SAN MATEO COUNTY HARBOR	3,952	289	7.3		142	115									
<b>Early Voting Totals</b>	3,952	289	7.3		142	115									

Absentee Totals 29	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 2														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK DREW COMBS	KIRSTEN KEITH									
18TH CONGRESSIONAL DISTRICT	3,952	2,937	74.3		1731	1019									
24TH ASSEMBLY DISTRICT	3,952	2,937	74.3		1731	1019									
4TH SUPERVISORIAL DISTRICT	3,952	2,937	74.3		1731	1019									
13TH SENATORIAL DISTRICT	3,952	2,937	74.3		1731	1019									
BOARD OF EQUALIZATION DIST 2	3,952	2,937	74.3		1731	1019									
CITY OF MENLO PARK	3,952	2,937	74.3		1731	1019									
MENLO PARK CITY COUNCIL DIST 2	3,952	2,937	74.3		1731	1019									
MENLO PARK FIRE PROTECTION DIST	3,952	2,937	74.3		1731	1019									
MIDPEN REGIONAL WARD 6	3,952	2,937	74.3		1731	1019									
RAVENSWOOD CITY SCHOOL DIST	883	644	72.9		29	36									
SMC BOARD OF ED TRUSTEE AREA 1	3,952	2,937	74.3		1731	1019									
SAN MATEO COUNTY HARBOR	3,952	2,937	74.3		1731	1019									
<b>Absentee Totals</b>	3,952	2,937	74.3		1731	1019									

Grand Totals 29	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 2															
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK DREW COMBS	KIRSTEN KEITH										
18TH CONGRESSIONAL DISTRICT	3,952	3,226	81.6		1873	1134										
24TH ASSEMBLY DISTRICT	3,952	3,226	81.6		1873	1134										
4TH SUPERVISORIAL DISTRICT	3,952	3,226	81.6		1873	1134										
13TH SENATORIAL DISTRICT	3,952	3,226	81.6		1873	1134										
BOARD OF EQUALIZATION DIST 2	3,952	3,226	81.6		1873	1134										
CITY OF MENLO PARK	3,952	3,226	81.6		1873	1134										
MENLO PARK CITY COUNCIL DIST 2	3,952	3,226	81.6		1873	1134										
MENLO PARK FIRE PROTECTION DIST	3,952	3,226	81.6		1873	1134										
MIDPEN REGIONAL WARD 6	3,952	3,226	81.6		1873	1134										
RAVENSWOOD CITY SCHOOL DIST	883	697	78.9		32	40										
SMC BOARD OF ED TRUSTEE AREA 1	3,952	3,226	81.6		1873	1134										
SAN MATEO COUNTY HARBOR	3,952	3,226	81.6		1873	1134										
<b>Early Voting Totals</b>	3,952	289	7.3		142	115										
<b>Absentee Totals</b>	3,952	2,937	74.3		1731	1019										
<b>Election Day Totals</b>	3,952	0	0.0		0	0										
<b>Grand Totals</b>	3,952	3,226	81.6		1873	1134										



# COUNTY OF SAN MATEO

## CERTIFICATION OF ELECTION

This is to certify that

*Drew Combs*

was elected to the office of

*Member, City Council*  
*City of Menlo Park*

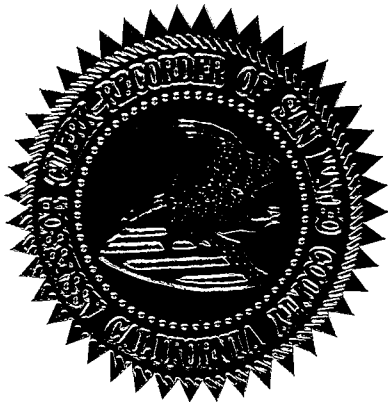
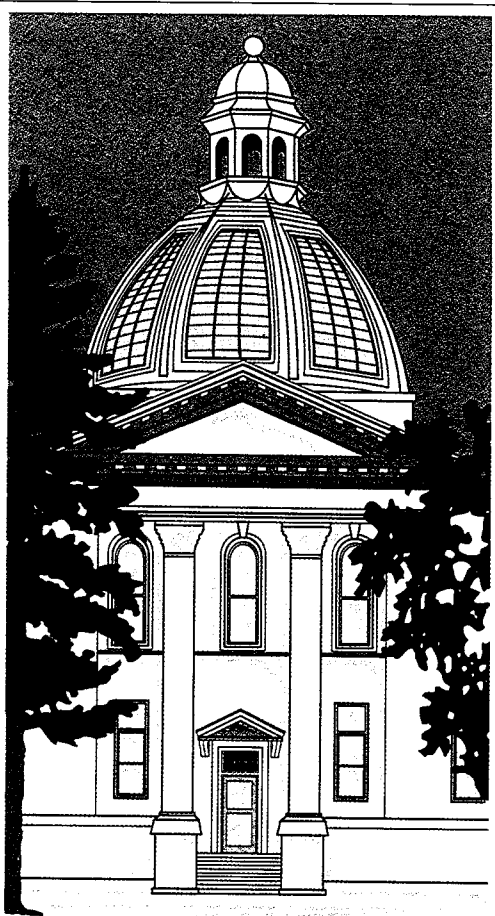
*District 2*

at the Statewide General Election held in San Mateo County  
on the 6<sup>th</sup> day of November, 2018

*In witness whereof*, I have hereunto set my hand and affixed my  
official seal this 6<sup>th</sup> day of December, 2018.

*Mark Church*

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



# CERTIFICATE OF THE CHIEF ELECTIONS OFFICER

In the matter of the CANVASS OF VOTES CAST )  
at the STATEWIDE GENERAL ELECTION )  
held on November 6, 2018 )

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 DISTRICT 4, on Tuesday, November 6, 2018, for the purpose of electing  
one (1) Council Member for a four (4) year term; 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 DISTRICT 4.

**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 6<sup>th</sup> day of  
December, 2018, and file this date with the City Clerk of the CITY OF MENLO  
PARK.



A handwritten signature in black ink that reads "Mark Church".

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

# EXHIBIT A

30	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 4														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK BETSY NASH	PETER OHTAKI	RONALD W. SHEPHERD								
3450	415	311	74.9		141	93	42								
3451	1,444	1,206	83.7		650	311	138								
3452	1,357	1,058	78.0		581	255	102								
3455	578	475	82.2		192	164	88								
3466	598	479	80.1		201	135	104								
4437	0	0	0.0		0	0	0								
<b>Early Voting Totals</b>	4,392	377	8.6		172	107	48								
<b>Absentee Totals</b>	4,392	3,154	71.8		1593	851	426								
<b>Election Day Totals</b>	4,392	0	0.0		0	0	0								
<b>Grand Totals</b>	4,392	3,531	80.4		1765	958	474								

Early Voting Totals 30	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 4														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK BETSY NASH	PETER OHTAKI	RONALD W. SHEPHERD								
18TH CONGRESSIONAL DISTRICT	4,392	377	8.6		172	107	48								
24TH ASSEMBLY DISTRICT	4,392	377	8.6		172	107	48								
3RD SUPERVISORIAL DISTRICT	4,392	377	8.6		172	107	48								
4TH SUPERVISORIAL DISTRICT	0	0	0.0		0	0	0								
13TH SENATORIAL DISTRICT	4,392	377	8.6		172	107	48								
BOARD OF EQUALIZATION DIST 2	4,392	377	8.6		172	107	48								
CITY OF MENLO PARK	4,392	377	8.6		172	107	48								
MENLO PARK CITY COUNCIL DIST 4	4,392	377	8.6		172	107	48								
MENLO PARK FIRE PROTECTION DIST	4,392	377	8.6		172	107	48								
SMC BOARD OF ED TRUSTEE AREA 1	4,392	377	8.6		172	107	48								
SAN MATEO COUNTY HARBOR	4,392	377	8.6		172	107	48								
<b>Early Voting Totals</b>	4,392	377	8.6		172	107	48								

Absentee Totals 30	CITY OF MENLO PARK MEMBER, CITY COUNCIL, DISTRICT 4														
	Registration	Ballots Cast	Turnout (%)		CITY OF MENLO PARK BETSY NASH	PETER OHTAKI	RONALD W. SHEPHERD								
18TH CONGRESSIONAL DISTRICT	4,392	3,154	71.8		1593	851	426								
24TH ASSEMBLY DISTRICT	4,392	3,154	71.8		1593	851	426								
3RD SUPERVISORIAL DISTRICT	4,392	3,154	71.8		1593	851	426								
4TH SUPERVISORIAL DISTRICT	0	0	0.0		0	0	0								
13TH SENATORIAL DISTRICT	4,392	3,154	71.8		1593	851	426								
BOARD OF EQUALIZATION DIST 2	4,392	3,154	71.8		1593	851	426								
CITY OF MENLO PARK	4,392	3,154	71.8		1593	851	426								
MENLO PARK CITY COUNCIL DIST 4	4,392	3,154	71.8		1593	851	426								
MENLO PARK FIRE PROTECTION DIST	4,392	3,154	71.8		1593	851	426								
SMC BOARD OF ED TRUSTEE AREA 1	4,392	3,154	71.8		1593	851	426								
SAN MATEO COUNTY HARBOR	4,392	3,154	71.8		1593	851	426								
<b>Absentee Totals</b>	4,392	3,154	71.8		1593	851	426								



# COUNTY OF SAN MATEO

## CERTIFICATION OF ELECTION

This is to certify that

*Betsy Nash*

was elected to the office of

*Member, City Council*  
*City of Menlo Park*

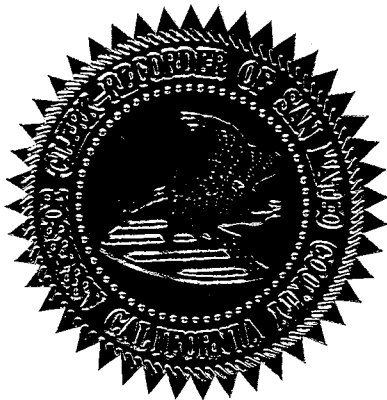
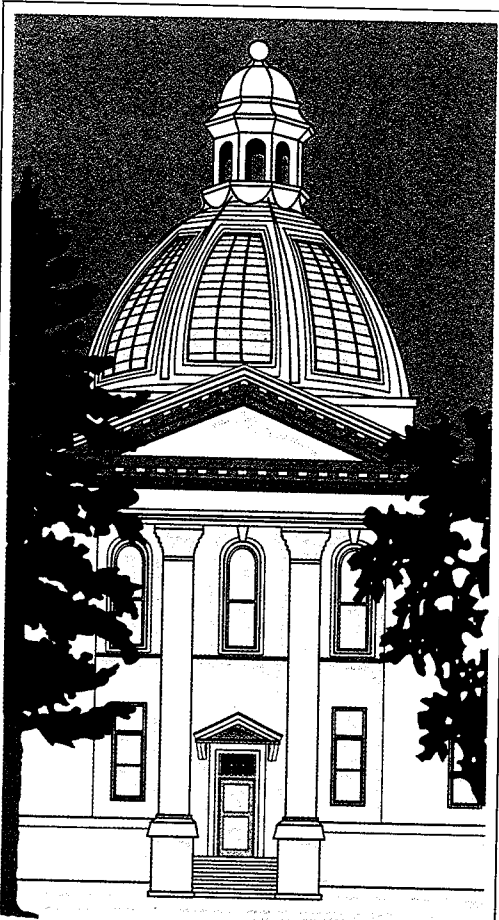
*District 4*

at the Statewide General Election held in San Mateo County  
on the 6<sup>th</sup> day of November, 2018

*In witness whereof*, I have hereunto set my hand and affixed my  
official seal this 6<sup>th</sup> day of December, 2018.

*Mark Church*

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







## STAFF REPORT

### City Council

Meeting Date: 12/11/2018

Staff Report Number: 18-214-CC

Regular Business: Selection of Mayor and Mayor Pro Tempore

### Recommendation

Staff recommends the City Council select a Mayor and Mayor Pro Tempore for 2019.

### 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:

City Council policy shall be to rotate the mayor annually. The City Council shall select as mayor an elected member of the City 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 City 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
- A vote for each the nominee will be taken and the new Mayor Pro Tempore is selected

### Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is a minor change that will not result in any direct or indirect physical change in the environment.

### Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72

Staff Report #: 18-214-CC

hours prior to the meeting.

**Attachments**

A. City Council Policy CC-93-001

Report prepared by:

Judi A. Herren, City Clerk

<b>City of Menlo Park</b>		City Council Policy
<b>Department</b> City Council  <b>Subject</b> Selection of Mayor	<b>Page 1 of 1</b>	<b>Effective Date</b> 11-16-1993
	<b>Approved by:</b> Motion by City Council on 11/16/1993 Amended by City Council on 2/23/2016	<b>Procedure #</b> 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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## STAFF REPORT

### City Council

**Meeting Date:** 12/11/2018

**Staff Report Number:** 18-216-CC

**Regular Business:** Approve the 2019 City Council meeting schedule

### Recommendation

Staff recommends the City Council review and approve the City Council's 2019 meeting schedule (Attachment A.)

### Policy Issues

The proposed action conforms to current practice of having the City Council set its meeting schedule annually in December.

### Background

The purpose of the annual City Council meeting schedule is to provide the City Council, staff and the public with advance notice of proposed meeting dates. The meeting schedule has typically been approved by the City Council at a regular meeting in December each year.

### Analysis

Staff is proposing a meeting schedule for 2019, similar to previous years generally, with meetings held twice a month. The proposed dates have been scheduled taking into consideration City holidays, school holidays, and important City Council and staff-related conferences (Attachment B.) Also included on the calendar are significant events requiring the City Council's participation such as the City Council goal setting session and the Commissioner Appreciation event.

Once a meeting schedule is approved by the City Council, it will be used by staff to create a tentative calendar to identify when items will likely be considered by the City Council. It is important to note that the tentative calendar is a fluid document that serves as an ongoing reference guide, and that items are frequently rescheduled. The City Council is requested to keep Tuesday evenings free so that meetings, including closed sessions or study sessions, can be scheduled as the need arises.

### Impact on City Resources

Approval of the meeting schedule has no impact on City resources.

### Public Notice

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

### **Environmental Review**

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is a minor change that will not result in any direct or indirect physical change in the environment.

### **Attachments**

A. Proposed 2019 City Council meeting schedule working draft with additional information

Report prepared by:

Judi A. Herren, City Clerk

Proposed 2019 Meeting Calendar (working draft)

January						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1 New Year's Day Holiday
- 1-8 Schools on Winter Break (cont.)
- 7 LLES D classes resume
- 8 Special City Council meeting (proposed)
- 9 MPCSD/RWCSD classes resume
- 11 City Council Goal Setting meeting (proposed)
- 15 City Council meeting (proposed)
- 21 Martin Luther King Jr. Day Holiday
- 16-18 CA Cities: New Mayors and Councilmembers Academy
- 25 City Council Goal Setting meeting (proposed)
- 29 City Council meeting (proposed)

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 4 Independence Day Holiday
- 16 City Council meeting (proposed)

February						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

- 5 Chinese New Year
- 12 City Council meeting (proposed)
- 13-15 CA Cities: City Managers Department Meeting
- 14 Valentine's Day
- 18 President's Day Holiday; RWCSD No School
- 18-19 LLES D Holidays
- 18-22 MPCSD Feb. Break
- 26 City Council meeting (proposed)

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 6 National Night Out
- 10-11 Eid al-Adha
- 19 RWCSD 1st day of classes
- 20 City Council meeting \*if needed (proposed)
- 24 Krishna Janmashtami
- 23 MPCSD 1st day of classes
- 27 City Council meeting (proposed)
- 30 LLES D 1st day of classes

March						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 6 Ash Wednesday
- 10 Daylight Savings Time starts
- 12 City Council meeting (proposed)
- 12-15 LLES D Minimum Days
- 16 MPAEF Spring Auction and event
- 21 Purim
- 26 City Council meeting (proposed)
- 29 MPCSD No School

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- 2 Labor Day Holiday
- 10 City Council meeting (proposed)
- 24 City Council meeting (proposed)
- 30-1 Rosh Hashanah (no work permitted 9/30; 10/1)

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 1 Cesar Chavez Day (observed)
- 1-5 Schools on Spring Break
- 6-8 CA Cities: Planning Commissioner Academy
- 9 City Council meeting (proposed)
- 16 City Council meeting (proposed)
- 19 RWCSD No School; Good Friday
- 20-27 Pesach/Passover 4/20-4/27 (no work 4/20; 4/21; 4/26; 4/27)
- 21 Easter Sunday
- 24 CA Cities: Legislative Action Day
- 28 Prascha

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 30-1 Rosh Hashanah (no work permitted 9/30; 10/1)
- 8 City Council meeting (proposed) - Yom Kippur will begin in the
- 9 Yom Kippur (no work permitted; starting sundown night before)
- 14 RWCSD No School; Columbus Day
- 14-15 Sukkot (no work permitted 10/14; 10/15)
- 16-18 CA Cities: Annual Conference in Long Beach
- 20-23 ICMA Annual Conference in Nashville, TN
- 21 Shmini Atzeret
- 22 Simchat Torah
- 27 Diwali
- 29 City Council meeting (proposed)
- 29-30 Birth of Bahá'u'lláh
- 31 Halloween

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 7 City Council meeting (proposed)
- 12 Mother's Day
- 14 City Commissioner Training and Appreciation event
- 21 City Council meeting (proposed)
- 27 Memorial Day Holiday

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 3 Daylight Savings Time ends
- 5 Statewide General Election
- 5 City Council meeting (proposed)
- 11 Veterans Day Holiday
- 19 City Council meeting (proposed)
- 19-22 LLES D Minimum Days
- 25-26 RWCSD Parent/Teacher Conferences
- 25-29 LLES D/RWCSD No School
- 28 Thanksgiving Day Holiday
- 29 Thanksgiving Friday Holiday

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 3-4 Eid al-Fitr
- 4 Statewide Election Primary Day
- 4 City Council meeting (proposed)
- 7 RWCSD Last Day of School
- 9-10 Shavuot (no work permitted 6/9; 6/10)
- 12-13 LLES D Minimum Days
- 13 LLES D Last Day of School
- 14 MPCSD Last Day of School
- 16 Father's Day
- 18 City Council meeting (proposed)
- 19-20 CA Cities: Mayors & Councilmembers Executive Forum
- 21 CA Cities: Mayors & Councilmembers Leadership workshops

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 3 City Council meeting (proposed)
- 6 Tree Lighting event
- 17 City Council reorganization meeting (proposed)
- 20 RWCSD No School
- 23-30 Chanukah/Hanukkah
- 23-31 Schools on Winter Break
- 24 Christmas Eve Holiday
- 25 Christmas Holiday
- 26-31 City Hall Furlough Days

**PROPOSED CITY COUNCIL MEETING DATES**  
**CITY HOLIDAYS OR CITY HOLIDAYS OBSERVED (CITY HALL CLOSED)**  
**SCHOOL HOLIDAYS, DATES OF NOTE, OR OTHER CONFLICTS**

**RELIGIOUS HOLIDAYS**  
**CONFERENCES, TRAININGS, OR OTHER CONFLICTS**  
**CITY HALL ALTERNATE FRIDAYS CLOSED OR FURLOUGH DAYS (CITY HALL CLOSED)**

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## STAFF REPORT

### City Council

**Meeting Date:** 12/11/2018

**Staff Report Number:** 18-215-CC

**Regular Business:** **Appoint City Council representatives and alternates to various regional agencies to City Council subcommittees and as liaisons to City Council advisory bodies**

### Recommendation

Staff recommends that the City Council appoint representatives and alternates to various regional agencies, liaisons to each of the City's commissions and advisory bodies and members to each City Council subcommittee. Minimally, staff recommends appointment to the City Manager Recruitment and the Stanford General Use Permit Ad Hoc Committees, as those bodies will need to meet before the next regular City Council meeting.

### Policy Issues

The proposed action conforms to the current practice of annually updating the City Council's appointments to various local and regional agencies, boards, City Council-appointed commissions and City Council standing committees and ad hoc committees. Attachment A is a full roster of current City Council assignments for 2018.

### Background

#### Regional assignments

Each year, after the reorganization of the City Council, the City Council appoints its members to represent the City on the boards or committees of outside regional agencies. A list of those agencies, including a brief description of each agency's purpose and respective meeting schedule, is provided as Attachment A.

#### Mayor assignments

Certain agencies and regional or local (sub)committees require the Mayor of each member city to serve as its respective representative and/or voting delegate, and the Mayor Pro Tem may serve as the alternate. Those agencies are the following:

- Association of Bay Area Governments (ABAG) - Mayor serves as representative
- League of California Cities (LCC) – Mayor serves as voting delegate at the Annual Conference and for the Peninsula Division
- Council of Cities City Selection Committee – Mayor serves as representative and voting delegate
- Menlo Park School District Subcommittee – Mayor and Mayor Pro Tem have historically been assigned to this committee
- Menlo Park Chamber of Commerce – Mayor typically serves as representative

### Commission liaisons

Members of the City Council are assigned to serve in a liaison capacity with one or more city commissions. The purpose of the liaison assignment is to facilitate communication between the City Council and the advisory body. The liaison also helps to increase the City Council's familiarity with the membership, programs and issues of the advisory body. In fulfilling their liaison assignment, members may elect to attend commission meetings periodically to observe the activities of the advisory body or simply maintain communication with the commission chair on a regular basis. The list of city commissions and their meeting schedules are provided as Attachment A.

### City Council ad hoc committees

The City Council has established ad hoc committees that assist in researching and preparing policy alternatives and implications for the City Council's deliberation.

These ad hoc committees are as follows:

- City Manager Recruitment
- Community Grant Funding
- Downtown Parking Structure
- Economic Development
- Electric Vehicle (EV) Chargers
- Emergency Operations (Disaster Preparedness)
- Library System Improvements
- Menlo Park City School District
- Menlo Park Fire District
- Ravenswood Educational Equity
- Stanford General Use Permit
- West Menlo Triangle Annexation
- Willow Road/U.S. 101 Interchange

The City Council may wish to add to or delete from the existing list of subcommittees, depending on workload and relevancy.

### Standing committees

Standing committees are created by City Council for projects affecting the city. These bodies are subject to the Brown Act. The Rail Subcommittee is the only standing committee.

### **Impact on City Resources**

There is no impact on City resources associated with this action outside of any associated membership dues, meeting related expenses, and/or staff assistance required and budgeted.

### **Environmental Review**

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is a minor change that will not result in any direct or indirect physical change in the environment.

**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. List of current 2018 City Council assignment
- B. 2019 City Council appointments

Report prepared by:  
Judi A. Herren, City Clerk

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## ATTACHMENT A

<b>MAYOR ASSIGNMENTS</b>	<b>2018 Primary</b>	<b>2018 Alternate</b>
Association of Bay Area Governments (ABAG)	Peter Ohtaki	Ray Mueller
San Mateo County Council of Cities – City Selection Committee	Peter Ohtaki	Ray Mueller
League of California Cities (Peninsula Division)	Peter Ohtaki	Ray Mueller
Menlo Park Chamber of Commerce / City Liaison Position	Peter Ohtaki	Ray Mueller
Menlo Park School District Ad Hoc Committee	Peter Ohtaki	Ray Mueller
<b>REGIONAL ASSIGNMENTS</b>	<b>2018 Primary</b>	<b>2018 Alternate</b>
Airport Community Roundtable	Catherine Carlton	Peter Ohtaki
Caltrain Modernization Local Policy Group	Rich Cline	Kirsten Keith
City/County Association of Governments of San Mateo County (C/CAG)	Catherine Carlton	Ray Mueller
County of Santa Clara Community Resources Group for Stanford University	Peter Ohtaki	Kirsten Keith
Emergency Services Council (San Mateo County JPA)	Catherine Carlton	Peter Ohtaki
Facebook Local Community Fund	Catherine Carlton	
Grand Boulevard Task Force	Kirsten Keith	Peter Ohtaki
Peninsula Clean Energy (PCE) Community Choice Energy	Catherine Carlton	Rich Cline
San Francisquito Creek Joint Powers Authority	Kirsten Keith	Catherine Carlton
<b>COMMISSION LIAISONS</b>	<b>2018 Member 1 (required)</b>	<b>2018 Member 2 (when applicable)</b>
Belle Haven Neighborhood Library Advisory Committee (2 members, not liaisons)	TBD	TBD
Complete Streets Commission	Kirsten Keith	
Environmental Quality Commission	Catherine Carlton	
Finance and Audit Committee (2 members, not liaisons)	Peter Ohtaki	Ray Mueller
Heritage Tree Task Force	Catherine Carlton	
Housing Commission	Rich Cline	
Library Commission	Rich Cline	
Parks and Recreation Commission	Ray Mueller	
Planning Commission	Catherine Carlton	
Sister City Committee	Catherine Carlton	Peter Ohtaki
Transportation Master Plan Oversight and Outreach (2 members, not liaisons)	Kirsten Keith	Catherine Carlton
<b>CITY COUNCIL AD HOC COMMITTEES</b>	<b>2018 Member 1</b>	<b>2018 Member 2</b>
City Manager Recruitment	Peter Ohtaki	Ray Mueller
Community Grant Funding	Kirsten Keith	Catherine Carlton
Downtown Parking Structure	Catherine Carlton	Ray Mueller
Economic Development	Kirsten Keith	Ray Mueller
Electric Vehicle (EV) Chargers	Catherine Carlton	Rich Cline
Emergency Operations (Disaster Preparedness)	Catherine Carlton	Peter Ohtaki
Library System Improvements	Rich Cline	Kirsten Keith
Menlo Park Fire District	Catherine Carlton	Peter Ohtaki
Ravenswood Educational Equity	Ray Mueller	Catherine Carlton
Stanford General Use Permit	Peter Ohtaki	Kirsten Keith
West Menlo Triangle Annexation	Catherine Carlton	Ray Mueller
Willow Road/U.S. 101 Interchange	Rich Cline	Kirsten Keith
<b>STANDING COMMITTEES</b>	<b>2018 Member 1</b>	<b>2018 Member 2</b>
Rail Subcommittee	Rich Cline	Kirsten Keith

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# 2019 CITY COUNCIL ASSIGNMENTS TO SUBCOMMITTEES, COMMISSIONS AND REGIONAL BOARDS

City Council  
 701 Laurel St., Menlo Park, CA 94025  
 tel 650-330-6610  
[menlopark.org/citycouncil](http://menlopark.org/citycouncil)

City Council ad hoc, standing committee and local liaison assignments			
Assignment	Details	Meeting time / location	Representative / alternate
<p><b>City Manager Recruitment</b></p> <p>The subcommittee reviewed the proposals, interviewed firms, and made a recommendation to the City Council for the award of a contract. They also will work with the recruiter to establish a process that generates a pool of well-qualified candidates.</p>	Ad Hoc Committee	TBD / As needed	Member:  Member:
<p><b>Community Grant Funding</b></p> <p>Each fiscal year, in accordance with the City Council's adopted policy for the use of up to 1.7 percent of projected general fund property tax revenues to support the human service needs of Menlo Park residents, the Community Funding subcommittee meets to review and make recommendations to the City Council and how to best allocate the funding.</p>	Ad Hoc Committee	Typically meet annually in November	Primary:  Alternate:
<p><b>Downtown Parking Structure</b></p> <p>The ad hoc Downtown Parking Structure Committee focuses on two critical issues necessary for the parking structure to move forward. First, review of the specific plan modifications necessary to construct a parking garage or mixed-use parking structure. Second, is to explore</p>	Ad Hoc Committee	TBD / As needed	Member:  Member:

potential funding sources and options to finance construction.			
<p><b>Economic Development</b></p> <p>The Economic Development subcommittee shall consider matters relating to business development, economic vitality and promotion of Menlo Park as a city with a diverse business foundation.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>Electric Vehicle Chargers</b></p> <p>The Electric Vehicle Chargers subcommittee provides input regarding changes to the City's EV charging requirements for development projects.</p>	<p>Ad Hoc Committee</p> <p>Consider dissolving now that recommendations have been approved by the City Council?</p>	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>Emergency Operations</b> (same members appointed to the Emergency Services Council)</p> <p>The Emergency Operations subcommittee was formed to enhance the preparedness and resiliency of our community.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>Library System Improvements</b></p> <p>The Library System Improvements subcommittee was created to provide feedback and make recommendations regarding upgrades or potential construction of new library facilities at the Main Library and the Belle Haven Branch Library.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>Menlo Park Chamber of Commerce</b></p> <p>The Mayor and Mayor Pro Tem generally serve as the liaisons to the Chamber of Commerce and attend Chamber board meetings to provide updates and hear from board members.</p>	<p>Type: Community organization</p> <p>Website: <a href="http://menloparkchamber.com">http://menloparkchamber.com</a></p>	Meets monthly on the 3rd Thursday with City representatives joining at 8 a.m., in the Chamber of Commerce Board Room	<p>Primary (Mayor):</p> <p>Alternate (Mayor Pro Tem):</p>



<p><b>Menlo Park City School District</b></p> <p>The Menlo Park City School District subcommittee was created to provide liaisons to work with the district on issues of concern and further develop working relationships between the two entities.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary (Mayor):</p> <p>Alternate (Mayor Pro Tem):</p>
<p><b>Menlo Park Fire District</b></p> <p>The City Council's Fire District subcommittee was created to provide liaisons to work with the Fire District on issues and further develop working relationships between the two agencies.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>Rail Subcommittee</b> (same members appointed to the Caltrain Modernization Local Policy Group)</p> <p>The City Council Rail Subcommittee provides input and oversight related to all rail-related projects. Primarily this includes the Caltrain Modernization Program, Dumbarton Rail Corridor and High Speed Rail. The City Council adopted its rail policy on October 30, 2012, to guide decisions regarding rail projects.</p>	Standing Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>Ravenswood Educational Equity</b></p> <p>The Ravenswood Education Equity subcommittee was created to explore options available to assist the Ravenswood City School District achieve financial stability and expand access to quality education and equity to all students in Menlo Park.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>

<p><b>Stanford General Use Permit</b></p> <p>The Stanford General Use Permit subcommittee is focused on assessing Stanford's long-term campus plan and land use decisions, identifying impacts to Menlo Park related to traffic, housing, revenue generation and others. The subcommittee provides input to staff and recommendations to the full City Council.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<p><b>West Menlo Triangle Annexation</b></p> <p>The West Menlo Triangle Annexation and staff look into how to cover the costs associated with the project, assist with potential tax negotiations with the County and formulate a recommendation to the full City Council on whether to proceed with the annexation process.</p>	Ad Hoc Committee	TBD / As needed	<p>Member:</p> <p>Member:</p>
<p><b>Willow Road/U.S. 101 Interchange</b></p> <p>The Willow Road/U.S. 101 Interchange subcommittee was formed to work with Caltrans and provide input about plans and impacts of the interchange replacement and bridge expansion project.</p>	Ad Hoc Committee	TBD / As needed	<p>Primary:</p> <p>Alternate:</p>
<b>Commission liaison and member assignments</b>			
<p><b>Belle Haven Neighborhood Library Advisory Committee</b> (2 members, not liaisons)</p> <p>The Willow Road/U.S. 101 Interchange subcommittee was formed to work with Caltrans and provide input about plans and impacts of the interchange replacement and bridge expansion project.</p>	City Council-appointed advisory body	TBD / As needed	<p>Member:</p> <p>Member:</p>
<p><b>Complete Streets Commission</b></p> <p>The Complete Streets Commission areas of focus</p>	City Council-appointed advisory body	Meets monthly on the 2nd Wednesday, 7 p.m., in the City Council Chambers	Liaison:

<p>include: coordination of motor vehicle, bicycle, transit and pedestrian transportation facilities; advising the City Council on ways to encourage pedestrian and bicycle safety and accessibility for the City supporting the goals of the General Plan; coordination on providing a citywide Safe Routes to School plan; and coordination with regional transportation systems.</p>			
<p><b>Environmental Quality Commission</b></p> <p>The Willow Road/U.S. 101 Interchange subcommittee was formed to work with Caltrans and provide input about plans and impacts of the interchange replacement and bridge expansion project.</p>	<p>City Council-appointed advisory body</p>	<p>Meets monthly on the 3rd Wednesday, 6:30 p.m., in the Downtown Conference Room, 1st Floor, City Hall</p>	<p>Liaison:</p>
<p><b>Finance and Audit Committee</b> (2 members, not liaisons)</p> <p>The Finance and Audit Committee is charged with helping to facilitate public understanding of the City's financial reporting processes and to assist staff in the delivery of timely, clear and reliable financial information to the public. Additionally, the Committee reviews the external financial audit and the City's investment portfolio on an annual basis.</p>	<p>City Council-appointed advisory body</p>	<p>Meets quarterly in the Sharon Heights Conference Room, 2nd Floor, City Hall. Additional special meetings as needed.</p>	<p>Member: Member:</p>
<p><b>Heritage Tree Task Force</b></p> <p>The Heritage Tree Task Force represent the community's diverse interests and concerns while working collaboratively with city staff. Review and discuss policy options regarding potential changes to the heritage tree ordinance. Determine and recommend a preferred option for updating the heritage tree ordinance for presentation to City Council for its consideration.</p>	<p>City Council-appointed advisory body</p>	<p>TBD / As needed</p>	<p>Member: Member:</p>
<p><b>Housing Commission</b></p> <p>The Housing Commission is charged primarily with advising the City Council on housing matters including housing supply and housing related concerns. Specific focus areas include: programs for evaluating, maintaining and upgrading the distribution and quality</p>	<p>City Council-appointed advisory body</p>	<p>Meets monthly on the 2nd Wednesday, 6:30 p.m., in the Cypress Room, Arrillaga Family Recreation Center,</p>	<p>Liaison:</p>

<p>of housing stock in the City; review and recommendations for the Below Market Rate (BMR) program; and review and recommendations regarding housing policies and programs.</p>			
<p><b>Library Commission</b></p> <p>The Library Commission is charged primarily with advising the City Council on matters related to the maintenance and operation of the City's libraries and library systems. Specific focus areas include: scope and degree of library activities; maintenance and protection of City libraries; evaluation and improvement of library service; recommendations on long range planning; and support for literacy and ESL programs.</p>	<p>City Council-appointed advisory body</p>	<p>Meets monthly on the 3rd Monday, 6:30 p.m., in the Downstairs Meeting Room, Main Library, 800 Alma St.</p>	<p>Liaison:</p>
<p><b>Parks and Recreation Commission</b></p> <p>The Parks and Recreation Commission is charged primarily with advising the City Council on matters related to City programs and facilities dedicated to recreation. Specific focus areas include: programs and facilities established primarily for the participation of and/or use by residents of the City, including adequacy and maintenance of such facilities as parks and playgrounds, recreation buildings, facilities and equipment; adequacy, operation and staffing of recreation programs; modification of existing programs and facilities to meet developing community needs; and long range planning and regional coordination concerning park and recreational facilities.</p>	<p>City Council-appointed advisory body</p>	<p>Meets monthly on the 4th Wednesday, 6:30 p.m., in the Cypress Room, Arrillaga Family Recreation Center,</p>	<p>Liaison:</p>
<p><b>Planning Commission</b></p> <p>The Planning Commission is organized according to State Statute. It reviews development proposals on public and private lands for compliance with the General Plan and zoning ordinance; reviews all development proposals requiring a use permit, architectural control, variance, minor subdivision and environmental review associated with these projects; serves as a recommending body to the City Council for major subdivisions, re-zonings, conditional development permits, zoning ordinance amendments,</p>	<p>City Council-appointed advisory and quasi-judicial body</p>	<p>Meets twice monthly on a schedule adopted once a year, 7:00 p.m., in the City Council Chambers</p>	<p>Liaison:</p>

General Plan amendments and the environmental reviews and Below Market Rate (BMR) housing agreements associated with those projects.			
<p><b>Sister City Committee</b> (2 members, not liaisons)</p> <p>The Sister City Committee is primary charged with promoting goodwill, respect and cooperation by facilitating cultural, educational and economic exchanges with City Council approved friendship and sister cities. The Committee implements City Council's approved program; works to keep the community informed about the Sister City program; and advise the City Council on matters pertaining to sister city affairs.</p>	City Council-appointed advisory body	Meets quarterly on the 2nd Wednesday of the month, 3:00 p.m., in the Downtown Conference Room, 1st Floor, City Hall. Additional special meetings as needed.	<p>Member:</p> <p>Member:</p>
<p><b>Transportation Master Plan Oversight and Outreach</b> (2 members, not liaisons)</p> <p>The Willow Road/U.S. 101 Interchange subcommittee was formed to work with Caltrans and provide input about plans and impacts of the interchange replacement and bridge expansion project.</p>	City Council-appointed advisory body	Meets as needed.	<p>Member:</p> <p>Member:</p>
<b>Regional assignments</b>			
<p><b>Airport Community Roundtable</b></p> <p>Eighteen cities, the operator of San Francisco International Airport (SFO) the City and County of San Francisco and the County of San Mateo comprise the Roundtable, a voluntary public forum established in 1981 for the discussion and implementation of noise mitigation strategies at SFO.</p>	<p>Type: Voluntary public forum</p> <p>Started: 1981</p> <p>Website: <a href="http://sforoundtable.org">http://sforoundtable.org</a></p>	<p>Generally, 1st Wednesdays at 7 p.m. at Millbrae City Hall</p> <p>Confirmed dates: February 6, 2019</p>	<p>Primary:</p> <p>Alternate:</p>
<p><b>Association of Bay Area Governments (ABAG)</b></p> <p>The Association of Bay Area Governments (ABAG) is the comprehensive regional planning agency and Council of Governments</p>	<p>Type: Joint Powers Authority</p> <p>Started: 1961</p> <p>Website:</p>	<p>General Assembly meets 1-2 times annually (April and October)</p>	<p>Primary:</p> <p>Alternate:</p>

<p>for the nine counties and 101 cities and towns of the San Francisco Bay Region. The region encompasses Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma counties. Its work covers areas such as land use, housing, environmental quality and economic development.</p>	<p><a href="https://abag.ca.gov/">https://abag.ca.gov/</a></p>		
<p><b>Caltrain Modernization Local Policy Group</b></p> <p>The Caltrain Modernization Program will electrify and upgrade the performance, operating efficiency, capacity, safety and reliability of Caltrain's commuter rail service.</p>	<p>Type: Advisory body</p> <p>Started: 2012</p> <p>Website: <a href="http://www.caltrain.com/projectsplans/CaltrainModernization/Local_Policy_Maker_Group.html">http://www.caltrain.com/projectsplans/CaltrainModernization/Local_Policy_Maker_Group.html</a></p>	<p>Meets monthly on the 4th Thursday, 5:30 p.m., in the Edward J. Bacciocco Auditorium, SamTrans Administrative Offices, 2nd Floor, 1250 San Carlos Ave., San Carlos, CA</p>	<p>*Same as City Council Rail Subcommittee</p> <p>Primary:</p> <p>Alternate:</p>
<p><b>City/County Association of Governments (C/CAG)</b></p> <p>The City/County Association of Governments of San Mateo County (C/CAG) deals with issues that affect the quality of life in general; transportation, air quality, stormwater runoff, hazardous waste, solid waste and recycling, land use near airports and abandoned vehicle abatement. C/CAG provides a unique forum for the cities and the County to work together on common issues to develop cost-effective solutions. The Board consists of 21 members with one from each city (20) and the County of San Mateo.</p>	<p>Type: Joint Powers Authority</p> <p>Website: <a href="http://ccag.ca.gov">http://ccag.ca.gov</a></p>		<p>Primary:</p> <p>Alternate:</p>
<p><b>County of Santa Clara Community Resources Group for Stanford University</b></p> <p>The Stanford University Community Resource Group (CRG) is composed of 8-12 members. The group serves as a mechanism for information exchange</p>	<p>Website: <a href="https://www.sccgov.org/sites/dpd/Programs/Stanford/Pages/StanfordCRG.aspx">https://www.sccgov.org/sites/dpd/Programs/Stanford/Pages/StanfordCRG.aspx</a></p>	<p>Meets monthly on the 2nd Thursday, 7–8:30 p.m., at the Palo Alto Art Center, 1313 Newell Road, Palo Alto, CA</p>	<p>Primary:</p> <p>Alternate:</p>

<p>and perspectives on Stanford development issues. Members are appointed by the County Planning Director in consultation with the District 5 Supervisor.</p>			
<p><b>Emergency Services Council (San Mateo County Joint Powers Authority)</b></p> <p>The Emergency Services Council oversees the emergency planning, training and exercises in the various cities and reviews and recommends policies, programs and plans for adoption.</p>	<p>Type: Joint Powers Authority</p> <p>Website: <a href="https://hsd.smcsheriff.com/emergency-services-council">https://hsd.smcsheriff.com/emergency-services-council</a></p>	<p>Meets quarterly on Thursdays, 5-7 p.m.</p>	<p>Primary:</p> <p>Alternate:</p>
<p><b>Facebook Local Community Fund</b></p> <p>The Facebook Local Community Fund, a partner fund of Philanthropic Ventures Foundation, designed to support 501(c)(3) non-profits serving the East Palo Alto and Belle Haven communities through grant funds awarded following review by the community fund board of directors.</p>	<p>Type: 501(c)(3) public charity</p> <p>Website: <a href="http://www.venturesfoundation.org/programs/community-initiatives/facebook-local-community-fund/">http://www.venturesfoundation.org/programs/community-initiatives/facebook-local-community-fund/</a></p>	<p>Meets as needed</p>	<p>Primary:</p> <p>Alternate:</p>
<p><b>Grand Boulevard Task Force</b></p> <p>The Grand Boulevard is a collaboration of 29 cities, counties, local and regional agencies united to improve the performance, safety and aesthetics of El Camino Real. Starting at the northern Daly City city limit (Where it is named Mission Street) and ending near the Diridon Caltrain Station in central San Jose (Where it is named The Alameda), the initiative brings together for the first time all of the agencies having responsibility for the condition, use and performance of the street.</p>	<p>Website: <a href="http://grandboulevard.net">http://grandboulevard.net</a></p>	<p>Meets quarterly</p>	<p>Primary:</p> <p>Alternate:</p>
<p><b>League of California Cities – Peninsula Division</b></p>		<p>The Peninsula Division holds four meetings a year, with an occasional special meeting as warranted. Division</p>	<p>Primary:</p>

<p>Representing Peninsula cities from San Francisco to Gilroy, division members work together through the League to identify priorities on issues that impact on the quality of life in our communities, our region and our state.</p>	<p>Website: <a href="https://www.cacities.org/Member-Engagement/Regional-Divisions/Peninsula-Division">https://www.cacities.org/Member-Engagement/Regional-Divisions/Peninsula-Division</a></p>	<p>dinners are open to all division members.</p>	<p>Alternate:</p>
<p><b>Peninsula Clean Energy Authority (PCE)</b></p> <p>Peninsula Clean Energy is San Mateo County's official electricity provider. Peninsula Clean Energy offers lower rates and the added benefit of two electricity options, each with a different percentage of sustainable energy. ECOplus rates are 5% below PG&amp;E's standard rates. ECO100 offers 100% renewable, ghg-free energy at a cost of just \$0.01 per kWh extra</p>	<p>Type: Joint Powers Authority</p> <p>Started: 2016</p> <p>Website: <a href="http://www.peninsulacleanenergy.com">http://www.peninsulacleanenergy.com</a></p>	<p>Meets monthly on the 4th Thursday, 6:30 p.m., at the Peninsula Clean Energy Office, 2075 Woodside Road, Redwood City, CA</p>	<p>Primary:</p> <p>Alternate:</p>
<p><b>San Francisquito Creek Joint Powers Authority</b></p> <p>The San Francisquito Creek JPA is an agency empowered to protect and maintain the 14-mile San Francisquito Creek and its 45 square-mile watershed and address concerns regarding flooding and environmental preservation. Members include the cities of Menlo Park, East Palo Alto, and Palo Alto; the counties of San Mateo and Santa Clara; as well as Stanford and the Santa Clara Valley Water District.</p>	<p>Type: Joint Powers Authority</p> <p>Website: <a href="http://sfcjpa.org">http://sfcjpa.org</a></p>	<p>Meets monthly on the 4th Thursday of the month at 6 p.m. in the Menlo Park City Council Chambers</p>	<p>Primary:</p> <p>Alternate:</p>
<p><b>San Mateo County Council of Cities – City Selection Committee</b></p> <p>The San Mateo County elected officials meet once a month to discuss issues of interest and usually a speaker is part of the program. (Bylaws require the Mayor to be the voting member.)</p>	<p>Type:</p> <p>Started:</p>		<p>Primary (Mayor):</p> <p>Alternate (Mayor Pro Tem):</p>



<p><b>South Bayside Waste Management Authority</b></p> <p>RethinkWaste is a joint powers authority of twelve public agencies in San Mateo County, and organized to jointly manage the franchise agreement with Recology San Mateo County for the collection of garbage, recycling and green waste.</p>	<p>Type: Joint Powers Authority</p> <p>Started:</p> <p>Website: <a href="http://rethinkwaste.org">http://rethinkwaste.org</a></p>	<p>Meets monthly on the 4th Thursday of the month at 2 p.m. in the San Carlos Library conference room</p>	<p>Primary (Mayor):</p> <p>Alternate:</p>
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## STAFF REPORT

### City Council

**Meeting Date:** 12/11/2018

**Staff Report Number:** 18-217-CC

**Regular Business:** Provide direction to the City's voting delegate regarding regional vacancies for the next City Selection Committee meeting December 14, 2018

### Recommendation

Staff recommends that the City Council provide direction to the City's voting delegate regarding vacancies on various regional boards to be voted on at the next City Selection Committee meeting December 14, 2018.

### Policy Issues

The proposed action conforms to current practice.

### Background

The City Selection Committee meeting will take place in Colma December 14, 2018. According to the City Council of Cities bylaws, the Mayor is designated as the voting member for each city. Following past practice, this item is on the agenda in order to provide input to the Mayor or alternate for voting purposes.

Several regional seats will become vacant through the San Mateo County Council of Cities. Under consideration are the following:

#### San Mateo County Transit District

- Selection of one (1) City Councilmember to serve on the San Mateo County Transit District (SamTrans) representing Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside) fulfilling Redwood City Councilmember Jeff Gee's term through December 31, 2020
  - City Council Member Ronald Collins, City of San Carlos, is seeking appointment

#### San Mateo County Transportation Authority

- Selection of one (1) City Councilmember to serve on the SMCTA representing Northern Cities (Eligible Cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos, Woodside) for a term of two (2) years beginning January 1, 2019 through December 31, 2020
  - City Council Member Ronald Collins, City of San Carlos, is seeking appointment.

### City Selection Committee for 2019 (Attachment A)

- Election of a Chairperson to the City Selection Committee for 2019  
(Note: Candidates must be a current Mayor or City Councilmember)
- Election of a Vice Chairperson to the City Selection Committee for 2019  
(Note: Candidates must be a current Mayor or City Councilmember)

### **Impact on City Resources**

There is no impact on City resources.

### **Environmental Review**

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is a minor change that will not result in any direct or indirect physical change in the environment.

### **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. December 14, 2018, City Selection Committee agenda
- B. 2019 City Selection Committee proxy designee form

Report prepared by:  
Judi A. Herren, City Clerk

# SAN MATEO COUNTY

## CITY SELECTION COMMITTEE

*Diane Papan, Chairperson*  
*Glenn R. Sylvester, Vice Chairperson*

*Sukhmani S. Purewal, Secretary*  
 400 County Center  
 Redwood City, 94063  
 650-363-1802

TO: MAYORS OF SAN MATEO COUNTY  
 FROM: SUKHMANI S. PUREWAL, SECRETARY  
 SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE  
 DATE: December 3, 2018

Deputy Mayor Diane Papan, Chairperson of the San Mateo County City Selection Committee called for a meeting of the Committee at **6:15 p.m.** on **Friday, December 14, 2018**, at Colma Fire House, 50 Reiner Street, Colma CA 94014.

### AGENDA

- 1) Roll Call
- 2) Approval of the minutes for the meeting of May 18, 2018
- 3) Selection of one (1) Council Member to serve on the San Mateo County Transit District (SamTrans) representing ***Central Cities (Eligible cities: Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, Millbrae and San Mateo)*** for a term of four (4) years beginning January 1, 2019 through December 31, 2022
  - i. Council Member Charles Stone, City of Belmont, is seeking reappointment*
- 4) Selection of one (1) Council Member to serve on the San Mateo County Transit District (SamTrans) representing ***Northern Cities (Eligible cities: Brisbane, Colma, Daly City, Pacifica, San Bruno and South San Francisco)*** for a term of four (4) years beginning January 1, 2019 through December 31, 2022
- 5) Selection of one (1) Council Member to serve on the San Mateo County Transit District (SamTrans) representing ***Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside)*** fulfilling Redwood City Council Member Jeff Gee's term through December 31, 2020
  - i. Council Member Ronald Collins, City of San Carlos, is seeking appointment*
- 6) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing ***Central Cities (Eligible cities: Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, Millbrae and San Mateo)*** for a term of two (2) years beginning January 1, 2019 through December 31, 2020
  - i. Council Member Maureen Freschet, City of San Mateo, is seeking reappointment*

7) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing ***Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside)*** for a term of two (2) years beginning January 1, 2019 through December 31, 2020

*i. Council Member Carlos Romero, City of East Palo Alto, is seeking appointment*

8) Election of a Chairperson to the City Selection Committee for 2019  
**(Note: Candidates must be a current Mayor or Council Member)**

*i. Council Member Glenn R. Sylvester, City of Daly City, is seeking appointment*

9) Election of a Vice Chairperson to the City Selection Committee for 2019  
**(Note: Candidates must be a current Mayor or Council Member)**

10) Oral Communications and Announcements

- i. Public Comment – Opportunity for the public to address the San Mateo County City Selection Committee.*
- ii. Any subject not on the agenda may be presented at this time by members of the City Selection Committee. These topics cannot be acted upon or discussed, but may be agendaized for a later meeting date.*

If you have any questions or require additional information, contact Sukhmani S. Purewal at (650) 363-1802.

# SAN MATEO COUNTY

## CITY SELECTION COMMITTEE

Diane Papan, Chairperson  
Glenn R. Sylvester, Vice Chairperson

Sukhmani S. Purewal, Secretary  
400 County Center  
Redwood City, 94063  
650-363-1802

TO: MAYORS OF SAN MATEO COUNTY  
FROM: SUKHMANI S. PUREWAL, SECRETARY  
SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE  
DATE: DECEMBER 3, 2018

### DRAFT MINUTES

Deputy Mayor Diane Papan, Chairperson of the San Mateo County City Selection Committee called for a meeting of the Committee at **6:15 p.m. on Friday, May 18, 2018**, at Independence Hall, 2955 Woodside Road, Woodside, CA 94062.

- 1) Roll Call – The meeting was called to order at 6:32 p.m. The following cities/towns were present: Belmont, Brisbane, Daly City, Foster City, Millbrae, Pacifica, Portola Valley, Redwood City, San Carlos, San Mateo, and Woodside.

Absent: Atherton, Burlingame, Colma, East Palo Alto, Half Moon Bay, Hillsborough, Menlo Park, San Bruno, and South San Francisco.

- 2) Approval of the minutes for the meeting of January 26, 2018

**Motion:** San Mateo

**Second:** Millbrae

**Ayes:** Belmont, Brisbane, Daly City, Foster City, Millbrae, Pacifica, Portola Valley, Redwood City, San Carlos, San Mateo, and Woodside.

**Noes:** None

**Absent:** Atherton, Burlingame, Colma, East Palo Alto, Half Moon Bay, Hillsborough, Menlo Park, San Bruno, and South San Francisco.

- 3) Selection of one (1) Council Member to serve on the Local Agency Formation Commission (LAFCo) representing *Cities*, for a term of four (4) years beginning May 2018 through May 2022

*i. Council Member Mike O’Neill, City of Pacifica, is seeking reappointment*

**Motion to appoint Council Member Mike O’Neill:** Millbrae

**Second:** Pacifica

**Ayes:** Belmont, Brisbane, Daly City, Foster City, Millbrae, Pacifica, Portola Valley, Redwood City, San Carlos, San Mateo, and Woodside.

**Noes:** None

**Absent:** Atherton, Burlingame, Colma, East Palo Alto, Half Moon Bay, Hillsborough, Menlo Park, San Bruno, and South San Francisco.

4) Oral Communications

**None**

**The meeting was adjourned at 6:34 p.m.**





# City of Belmont

Item No. 3

One Twin Pines Lane, Suite 340, Belmont, CA 94002  
(650) 595-7408 • Fax (650) 637-2982  
www.belmont.gov

November 14, 2018

Re: San Mateo County Transit District Board of Directors Reappointment, City Selection Committee

Honorable Mayors and Councilmembers:

I write to you to ask for your support in my bid for reappointment to the San Mateo County Transit District ("SamTrans") Board of Directors. I remain grateful for the trust you displayed when you appointed me to Jerry Deal's vacant seat several years ago.

Since being appointed to the Board the District has achieved much. We have hired a new executive officer, Jim Hartnett, who has led the District through a transformative time. There has been much turnover in senior management since 2015 and Jim and his team have made some exceptionally good hires. The District organizational chart has also been changed in positive ways and employee morale has been improved.

Over the past 3 years, the Board has worked well together and with staff to move the District forward, as well. We have moved beyond the "mentality of scarcity" which, in my opinion, was holding the District back from realizing its full potential. We have authorized and implemented a full mobile app which allows for trip planning and ticket purchases. We have strengthened our commitment to young riders and implemented new routes focused on serving those riders at school start and stop times. We have worked hard with private partners to create a viable plan to reactivate the Dumbarton rail corridor and are currently beginning the long process of bring this vision to reality. We have made tough decisions about cutting under-performing routes. We have partnered with a visionary think tank at UC Davis to help make sure we can do a better job innovating and anticipating future transit needs. We have also focused on the creation of a true and comprehensive business plan. I am particularly proud of our commitment to a 100% electric fleet as soon as possible and our recent procurement of 10 electric buses from Proterra, a San Mateo County based company.

Perhaps the biggest single thing we have done as a Board is confront our financial realities by placing Measure W on the ballot. Getting this measure to a place where it was unanimously placed on the ballot by both the SamTrans Board and Board of Supervisors was a huge lift. I was pleased to play a part in the process as Chair of the SamTrans Board and as a member of the Get Us Moving Ad Hoc Committee. As I write this letter, we still do not know the final outcome of Measure W. As a Board, we openly discussed the difficulty of succeeding on a 2/3 threshold measure, but we knew our commitment to fiscal sustainability and remaining a lifeline service for many low-income, older, and disabled riders required us to give it our best effort. I am buoyed by the fact that we are very close to that 2/3 requirement right now just I am sobered by the reality that the measure might not pass.

Whether the measure passes or not, I want to be part of the team that helps map the future of public transit in our county and in our region. I believe I can add much value in a continued role on the SamTrans Board and Caltrain JBP (where I sit as an appointee of the SamTrans Board).

I respectfully and humbly request your support for reappointment.

Yours Truly,

Charles Stone

Councilmember City of Belmont

C: Belmont City Council

CITY OF SAN CARLOS  
CITY COUNCIL



600 ELM STREET  
SAN CARLOS, CA 94070  
(650) 802-4219  
CITYOFSANCARLOS.ORG

November 21, 2018

To: City Selection Committee

Re: Appointment to the San Mateo County Transit District Board

Honorable Mayors and Councilmembers:

I am writing to ask for your support for appointment to the San Mateo County Transit District Board of Directors Southern Judicial District Seat. Having served on the San Carlos City Council since 2011, I have become involved in many transportation issues regarding San Carlos, San Mateo County and the Peninsula. I have been a member of the Caltrain Modernization Local Policymaker Working Group (CalMod) since 2013. I was also recently appointed to the Airport Community Roundtable and have been the City's representative to the Grand Boulevard Task Force for the past three years.

I have a deep and continuing interest in all transportation issues regarding San Mateo County and would like to apply my experience and advocacy on the Board. I am a regular rider on Caltrain and have come to rely on it not only for trips to Giants games but for business and other personal trips to San Francisco. As a result, I have ideas I would like to pursue to see it improved, as I see it as an indispensable part of our county transportation network. I want to work to make sure it and our SamTrans bus system are preserved, enhanced and made more accessible to as many riders in San Mateo County as possible.

Over the past seven years, I have served my community and the county in a variety of roles. I believe my analytical skills, experience, ability to work well with others, and passion for modern and improved public transit would serve me well on the Board. I respectfully ask for your support.

Thank you.

Sincerely,

Ronald Collins  
San Carlos City Council member

CC: San Carlos City Council

OFFICE OF THE CITY COUNCIL



330 West 20th Avenue  
San Mateo, California 94403-1338  
Telephone (650) 522-7049  
FAX: (650) 522-7041  
www.cityofsanmateo.org

November 28, 2018

Honorable Mayor and Members of the City Council,

Please accept this letter as my statement of intent to seek reappointment to the San Mateo County Transportation Authority.

It has been my great privilege to represent the Central Judicial cities (San Mateo, Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, and Millbrae) on this important body since my election in 2015. I am proud of our achievements, and excited about future plans to relieve the severe strain on our transportation infrastructures, such as the US 101 Managed Lanes Project, improved ferry and shuttle services, critical grade separations, and many other projects to reduce traffic and enhance public safety.

San Mateo is at the epicenter of our county's economic and construction boom which has dramatically impacted traffic for all of our cities. This is a regional issue that requires regional solutions, and the careful prioritization of Measure A funded projects to mitigate congestion and promote transportation alternatives is a primary objective we all share.

I hope to continue my service in order to provide consistency and continuity while seeing our many current projects come to fruition. I am also strongly committed to serving as a liaison for vital proposals that require the cooperation of multiple cities to move forward for the benefit of our entire county. I have been a strong proponent of Measure W which represents the opportunity to significantly impact each our cities, and I will continue to fight for the public and private resources we need to create the transportation network we all hope for.

Thank you for your consideration and support of my reappointment to another term. Please feel free to call me if you have any questions or would like to discuss this with me.

Sincerely,

Maureen Freschet  
Council Member  
City of San Mateo  
650-520-3070



## CITY OF EAST PALO ALTO

Mayor Ruben Abrica  
Vice Mayor Lisa Gauthier

Council Members  
Larry Moody  
Carlos Romero  
Donna Rutherford

November 28, 2018

Re: San Mateo County Transportation Authority city seat- Southern Judicial Cities Appointment

Honorable Mayors and Council Members:

I write to seek your support for appointment to the San Mateo County Transportation Authority (SMCTA) Southern Judicial Cities seat. As past Mayor of East Palo Alto, former vice-chair of CCAG, current board member of Commute.org, and an active participant in Council of Cities meetings, I have grown to know and engage many of you in discussions of issues affecting our cities. I feel it is vitally important that we listen to one another and collectively arrive at decisions that affect our cities.

As a diverse county we must cooperate and arrive at reasoned, rational, and sustainable transportation decisions that address the urban and rural growth challenges we face. Given the passage of Measure W and reaffirmation of the State's fuel tax, RRRRA, the development of SMCTA's next strategic plan must comprehensively set the blueprint for developing our transit, roadways, and non-motorized forms of transportation cost effectively, efficiently and equitably.

The SMCTA will play a pivotal role in discussing, prioritizing, and leveraging our local funds to allow our cities to guarantee the flow of funds for transit, bike/ped, road and highway improvement projects that will help maintain a livable region for all of us. Among the many projects and priorities that must be balanced are the implementation of complete streets, shuttles, the Hwy 101 Managed Lanes Project, grade separations, transit operations, and TDM, to cite only a few. All of these priorities must be considered within the context of a fiscally and socially equitable distribution of these limited and precious SMCTA public funds.

I believe I can play a meaningful and effective role on the SMCTA given my present five years of service on ABAG's Regional Planning Committee and my educational background at Stanford and Harvard where I studied urban economics, urban planning, real estate finance, and transportation studies. I will be mindful of the diversity of our cities, our numerous needs, and our sometimes-divergent concerns. I will always engage in reasoned discourse, respectful of all positions, that seeks innovative, collaborative and truly effective solutions that maintain and improve our transportation options sustainably.

Please contact me should you have any questions concerning my candidacy. I may be reached at (650) 283-2852 or by e-mail: cromero\_ezln@yahoo.com.

Sincerely,

Carlos Romero, Councilmember

CITY COUNCIL

RAYMOND A. BUENAVENTURA  
JUDITH A. CHRISTENSEN  
MICHAEL P. GUINGONA  
JUSLYN C. MANALO  
GLENN R. SYLVESTER



Item No. 8

SHAWNNA MALTBIE  
INTERIM CITY MANAGER

K. ANNETTE HIPONA  
CITY CLERK

DANCA M. HALVORSON  
CITY TREASURER

PHONE (650) 991-8008

OFFICE OF THE CITY COUNCIL  
CITY OF DALY CITY

333 - 90TH STREET  
DALY CITY, CA 94015-1895

11/14/18

Mr. Sukhmani Purewal,  
Secretary of City Selection Committee

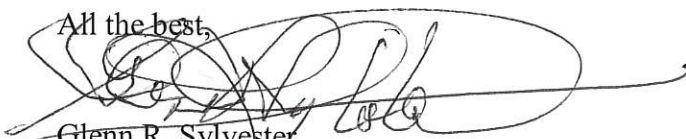
Re: Letter of Intent

Dear Esteemed Members of the Selection Committee,

Having served as your Vice-Chair this year in 2018, I would be honored with the privilege to serve as your Chair Person for 2019, if so desired. Attendance at our meetings has done so much to enrich my knowledge of the various issues throughout San Mateo County and the many cities within. I enjoy the collaboration and camaraderie of everyone.

I hope for your continued support.

All the best,

  
Glenn R. Sylvester  
Council Member  
City of Daly City

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# SAN MATEO COUNTY

## CITY SELECTION COMMITTEE

*Diane Papan, Chairperson*  
*Glenn R. Sylvester, Vice Chairperson*

*Sukhmani S. Purewal, City Selection Secretary*  
*400 County Center*  
*Redwood City, 94063*  
*650-363-1802*

**TO:** Sukhmani S. Purewal, Secretary  
City Selection Committee

**SUBJECT:** **Alternate to the City Selection Committee**

I \_\_\_\_\_, Mayor of the City/Town of \_\_\_\_\_,  
hereby appoint Councilmember \_\_\_\_\_, to serve as my  
alternate to the City Selection Committee meeting(s).

In the absence of my appointee, I then appoint: **(Please choose one)**

Councilmember \_\_\_\_\_ to represent me

Vice-Mayor and each Councilmember in order of seniority

**(You must check only ONE of the following options)**

My alternate is to serve for the:

\_\_\_\_\_ meeting only  
Date

duration of my term of office as Mayor

I do not choose to appoint an alternate

\_\_\_\_\_  
Signature of Mayor

\_\_\_\_\_  
Date

**Please return to:**

Sukhmani S. Purewal, Secretary  
City Selection Committee  
Hall of Justice, 400 County Center / CMO 105  
Redwood City, CA 94063

**Or Fax to 650 363-1916 or bring to the meeting**

If you should have any questions please do not hesitate to call me (650) 363-1802