



**REGULAR MEETING MINUTES**

**Date:** 3/27/2018  
**Time:** 6:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**A.** Mayor Ohtaki called the meeting to order at 6:16 p.m.

**B. Roll Call**

**Present:** Carlton, Cline, Ohtaki, Mueller; Carlton arrived 8:15 p.m.  
**Absent:** Keith  
**Staff:** City Manager Alex McIntyre, City Attorney Bill McClure, Deputy City Clerk Jelena Harada

**C. Pledge of Allegiance**

Mayor Ohtaki led the Pledge of Allegiance.

**D. Study Session**

D1. Conditional Development Permit, Development Agreement, Zoning Map Amendment, General Plan Amendment, Lot Reconfiguration, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, and Environmental Review/Peninsula Innovation Partners, LLC/1350-1390 Willow Road, 925-1098 Hamilton Avenue, and 1005-1275 Hamilton Court (Staff Report #18-062-CC)

Senior Planner Kyle Perata made a presentation. Project applicant John Tenanes, Vice President of Facilities at Facebook, made a presentation. Shohei Shigematsu with OMA Architects made a presentation.

- Romain Taniere spoke about the traffic in the Willow Road area ([Attachment](#)).
- Luis Guzman spoke about the public access to the project ([Attachment](#)).
- Mickie Winkler urged the City Council to adopt a transportation plan.
- Cecilia Pinto, Menlo-Atherton High School, spoke about the project's impact on the Menlo-Atherton High School.
- Simone Kennel, Menlo Atherton High School, spoke about the impact of the project on the Menlo-Atherton High School and asked the City Council to include the school into the communications about the development.
- Herbert Stone spoke about the traffic congestion in Menlo Park.
- Chris Thomsen, Sequoia Union School District, spoke about the development's impact on public schools.
- Adina Levin spoke about the public space connectivity opportunities.
- Britt von Thaden spoke about potential for contamination in soil and ground water at the development site.
- Mary Streshly with the Sequoia Union High School District spoke about concerns relating to the growth in school attendance as a result of new housing at the development.

- Matthew Zito, Sequoia Union High School District, echoed Mary Streshly's comments regarding the project's impact on the growth in school attendance.
- Karen Porter spoke about Facebook's ethics and business practices.
- Everardo Luna spoke about the traffic in the Willows Neighborhood.
- Jen Wolosin spoke about alternative transportation options in the area.

The City Council directed staff to 1. Engage in discussion with the Sequoia Union High School District, Ravenswood City School District, and Menlo Park City School District before and during the Environmental Impact Report process; 2. Conduct a fiscal impact analysis to address the impact related to the capital improvements for the school districts and on infrastructure in the former M-2 area; 3. Investigate additional transportation mitigation options for the project; 4. Direct project applicant to modify the proposed private-to-public land use ratio and allow greater public access to the proposed office campus.

#### **E. Public Comment**

- Phoebe Martin and Varsha Sripadhain of Laurel Elementary School spoke about plastic pollutants in the ocean.
- Daniel Valverde, Housing Leadership Council of San Mateo County, spoke about affordable housing.
- Pamela Jones spoke about the visual layout of the M2 area projects and traffic.
- Cecilia Taylor spoke about the safety of students in the M2 projects area.
- Julie Shanson spoke about the amenities fund in the Belle Haven Neighborhood that would benefit specific areas of the city.
- Diane Bailey, Menlo Spark, spoke about carbon pollution and a plan to phase out of fossil fuels.
- Adina Levin, Friends of Caltrain, spoke about sustainable transportation network.

#### **F. Commissioner Reports**

##### **F1. Complete Streets Commission quarterly report**

- Katie Behroozi spoke about the challenges of the Menlo Park Complete Streets Commission.
- Adina Levin spoke about the Menlo Park Complete Streets Commission.
- Betsy Nash spoke about the Menlo Park Complete Streets Commission.

#### **G. Consent Calendar**

Mayor Ohtaki pulled item G6 to clarify the business model outlines for operating the Belle Haven and Burgess pools, related to rates and program sub-contractors. Councilmember Carlton announced that she would recuse herself from voting on items G4 and G7 due to a conflict of interest related to her consulting relationship with a company that does business with Facebook.

**ACTION:** Motion and second (Cline/Ohtaki) to approve all items on the Consent Calendar except items G4, G6 and G7 passed 4-0-1 (Keith absent).

##### **G1. Approve the City Council meeting minutes of March 13, 2018 (Attachment)**

##### **G2. Authorize the Mayor to sign a letter of support for Proposition 68, the Parks, Environment and Water Bond (Staff Report #18-071-CC)**

G3. Review and accept the annual report on the status and progress in implementing the City's Housing Element for 2017 and the annual housing successor report (Staff Report #18-060-CC)

G4. Waive the second reading and adopt an ordinance approving the Amended and Restated Development Agreement for the Facebook East Campus located at 1 Hacker Way (1601 Willow Road) (Staff Report #18-063-CC)

**ACTION:** Motion and second (Cline/Ohtaki) to waive the second reading and adopt an ordinance approving the Amended and Restated Development Agreement for the Facebook East Campus located at 1 Hacker Way (1601 Willow Road), passed 3-1-1 (Carlton abstained, Keith absent).

G5. Authorize the City Manager to enter into a master professional agreement with Municipal Plan Check Services for building permitting and inspection, administrative and environmental contract services (Staff Report #18-064-CC)

G6. Approve a professional services agreement with Team Sheeper, Inc. for the operation of Burgess and Belle Haven Pools beginning April 1, 2018 through August 31, 2020 with options to renew for continuous 12 month periods (Staff Report #18-067-CC)

**ACTION:** Motion and second (Ohtaki/Cline) to approve a professional services agreement with Team Sheeper, Inc. for the operation of Burgess and Belle Haven Pools beginning April 1, 2018 through August 31, 2020 with options to renew for continuous 12 month periods. The motion passed 4-0-1 (Keith absent).

G7. Approve the Water Use Budget Guidelines for New Developments in the Office, Life Sciences and Residential Mixed-Use Zoning Districts (Staff Report #18-058-CC)

**ACTION:** Motion and second (Cline/Ohtaki) to approve the Water Use Budget Guidelines for New Developments in the Office, Life Sciences and Residential Mixed-Use Zoning Districts, passed 3-1-1 (Carlton abstained, Keith absent).

G8. Authorize the City Manager to execute an amendment to the agreement with Ignatius Nelson Consulting in the amount of \$40,000 for water operator services (Staff Report #18-059-CC)

G9. Award an on-call construction contract for the Asphalt and Concrete Repair Services to Alaniz Construction, Inc., up to the budgeted amount (Staff Report #18-061-CC)

G10. Authorize the City Manager to execute a funding and subsequent agreements with the City/County Association of Governments for the Oak Grove Avenue Sidewalk and Green Infrastructure project for a grant amount of \$250,000 (Staff Report #18-066-CC)

## H. Public Hearing

H1. Adopt Resolution No. 6429 declaring the vacation and abandonment of a public utility easement at 1049 Almanor Avenue (Staff Report #18-065-CC)

City Manager Alex McIntyre recused himself from hearing the item due to proximity of his property to

the project location.

Assistant Public Works Director Nicole Nagaya introduced the item.

Mayor Ohtaki opened the public hearing.

- David Crouch spoke in support of the vacation and abandonment of a public utility easement at 1049 Almanor Avenue.

**ACTION:** Motion and second (Cline/Carlton) to close the public hearing, passed by acclamation.

**ACTION:** Motion and Second (Cline/Carlton) to adopt Resolution No. 6429 declaring the vacation and abandonment of a public utility easement at 1049 Amanor Avenue, passed 4-0-1 (Keith absent).

H2. Review and provide direction on a proposed ballot measure for an enabling city charter for the November 2018 election (Staff Report #18-069-CC)

Assistant City Attorney Cara Silver made a presentation.

Mayor Ohtaki opened the public hearing.

Public Comment:

- Karen Grove spoke about an ability to review and amend the city charter.
- Jen Wolosin spoke about the two-article charter that would focus narrowly to the elections.
- Pamela Jones spoke in opposition to the enabling charter and supported the two-article charter.
- Lynne Bramlett spoke in support of the two-article charter.
- Cecilia Taylor spoke against the enabling charter.
- Adina Levin spoke in support of the two-article charter.

**ACTION:** Motion and second (Ohtaki/Cline) to close the public hearing, passed by acclamation.

The City Council directed staff to further explore city charter alternatives and come back with concepts of an enabling charter, a two-article charter and a hybrid of the two concepts.

H3. Introduction of an ordinance amending Chapters 16.96, Below Market Rate Program, and 16.97, State Density Bonus, of Menlo Park Municipal Code and adoption of Resolution 6428 updating the City's Below Market Rate Program Guidelines (Staff Report #18-070-CC)

Housing and Economic Development Manager Jim Cogan introduced the item.

Assistant City Attorney Cara Silver made a presentation.

Mayor Ohtaki opened the public hearing.

Public Comment:

- Karen Grove spoke in support of City Council adopting the ordinance.
- Richard Truempier, Sobrato Organization, spoke about the BMR-qualifying income levels.

- Sateez Kadivar spoke about the availability of affordable housing for the moderate-income residents.

**ACTION:** Motion and second (Ohtaki/Cline) to close the public hearing, passed by acclamation.

City Council directed staff to come back with modified program guidelines to address the concept of income requirements for moderate income housing (BMR Housing Program Guidelines, Sections 4.1.2 and 11.1.1), and to research ways modifying the housing requirement for smaller development projects.

## **I. Informational Items**

I1. Hello Housing quarterly report (Staff Report #18-057-CC)

I2. Update on the Transportation Master Plan Status (Staff Report #18-068-CC)

- Jen Wolosin spoke about goals and priorities of the Transportation Master Plan ([Attachment](#)).
- Adina Levin, Complete Streets Commission, spoke about the challenges in the communication process between the Complete Streets Commission and the Transportation Master Plan Oversight and Outreach Committee.
- Cecilia Taylor spoke about Belle Haven traffic calming.

City Council requested a scope of work for the Safe Routes to School improvements and for this item be discussed in a future meeting.

## **J. City Manager's Report**

There was no report.

## **K. Councilmember Reports**

Councilmember Carlton said she would share information on Assembly Bill related to electric vehicles.

## **L. Adjournment**

Mayor Ohtaki adjourned the meeting at 11:45 p.m.

Jelena Harada, Deputy City Clerk

These minutes were approved at the City Council meeting of April 24, 2018.

# TMP

## Oversight

**Circulation Goals per  
Connect Menlo  
Circulation Element  
(adopted 2016)**

- Safe Transportation System
- Complete Streets
- Sustainable Transportation
- Health and Wellness
- Transit
- TDM
- Parking

**TMP Prioritization Criteria and Goals  
(per Staff Report 18-001-TMP dated 3/20/18)**

1. **Safety: Vision Zero** – Eliminate traffic fatalities and reduce the number of non-fatal collisions by 50% by 2040.
2. **Sustainability:** Enable the City to meet the goals of the Climate Action Plan, including a 27 percent greenhouse gas emission reduction from 2005 levels by 2020.
3. **Mobility Choice:** Design transportation projects to accommodate all modes and people of all abilities. Encourage the use of lower emission modes such as walking, biking and transit.

- Safety
- Congestion Relief
- Ease of Implementation
- Transportation Sustainability
- Location of Schools
- Sensitive Populations (daycares, senior centers, communities of concern)
- Greenhouse Gas Reduction/Person Throughput
- Opportunities for Green Stormwater Infrastructure
- Cost

## Questions

- What is the relationship between the Connect Menlo Circulation Element Goals and the TMP Prioritization Criteria?
- What is the relationship between the 3 items listed under prioritization criteria (Safety/Vision Zero, Sustainability and Mobility Choices) and the revised list of prioritization criteria?
- How are goals and prioritization criteria being used to evaluate specific roadway and intersection options/trade-offs?
  - Why did the options presented for Bayfront and Willow Road lack the perspective of stated goals and priorities? (Bayfront didn't include bikes, Willow didn't assess the impact to pedestrians [or bikes] in options).
- What guiding principles, if any, are being applied to proposed projects?
  - Why are intersections listed in the recommendations inconsistent from one line to the next?



## Recommendations

- Clarify process (demystify black box)
- Provide context with other plans and with where in process
- Produce deliverables that are easy to digest and do so in a timely manner
- Seek input on higher level questions, apply feedback and check in to make sure on the right track.
- Create a citizen chair to provide ongoing oversight.

**D1. Willow Village / FaceBook Campus – 18-062-CC – Transportation  
Comments – 27 March 2018**

Dear City Council Members and developer,

Nearby Kavanaugh East Palo Alto residents will be affected by the new planned Campus.

- In conjunction of the project and in order to limit vehicle traffic, the Willow/O'Brien area should be redeveloped with pedestrian/bicycle traffic in mind. As such, sidewalks, which at present are mostly nonexistent, should be constructed all along O'Brien Drive and Kavanaugh Way in Menlo Park. Better lightning should be installed and bicycle lanes should be also developed on O'Brien Drive.

- Paseos and streets in the Willow Campus should better connect to O'Brien Drive. As such, we would like the developer to work with other nearby landowners and specifically CSBio which is currently redeveloping their property on Kelly Court and finalizing their design. This would allow the possibility of new connections with O'Brien and the new Willow campus street grid proposal (for example utilizing the current drainage channel between 1075 and 1105 O'Brien Drive and the previous connection between 20 Kelly Court and 960/1350 Hamilton).

- East Palo Alto and nearby Kavanaugh residents will be highly impacted by the increased vehicle traffic especially with the Campus parking on the eastern side and the O'Brien/Willow connection. Therefore, nearby East Palo Alto city streets (Kavanaugh, Gloria, University, etc...) must be included in all current/future studies and some of the impact fees should really go towards the city of East Palo Alto. Such fees should go towards safety and traffic mitigation such as:

- Asphalt resurfacing/reconstruction of Kavanaugh Drive with installation of ADA compliant crosswalks and burial of all overhead utility lines,
- Installation of street traffic/speed calming devices on Kavanaugh Drive and Gloria Way,
- Installation of more lamp posts in the Kavanaugh neighborhood.

- During the planning and approval phases, the city of Menlo Park and the planning commission need to also step up the current notification/feedback process and increase the outreach towards nearby East Palo Alto residents that will benefit and be affected by the project.

Thank you very much for your consideration.

Romain Taniere

East Palo Alto, Kavanaugh neighborhood resident.

**D1. Willow Village / FaceBook Campus – 18-062-CC – Open Public Space / Landscape Comments – 27 March 2018**

Dear City Council Members and developer,

East Palo Alto residents will also benefit from the new Willow Village FaceBook Campus and we thank you for the opportunity to provide some feedback on the development proposal and initial design.

- We would like to have as much local greenery and as many community park amenities as possible since we do not have access to any public open space at present in the Kavanaugh East Palo Alto area. Therefore, we would also like to have the O'Brien Park much bigger than the current planned size.

- The project is a great opportunity to incorporate the redevelopment of Hetch Hetchy right of way and to connect the proposed south park crescent between Ivy and O'Brien Parks. This would create an additional south paseo.

We would like the current developer of this project to work with relevant parties such as the city, nearby other landowners, and the SFPUC, to increase park/playground options on Hetch Hetchy such as secured children/toddlers areas and tennis/basketball/football/soccer courts, etc... to serve future employees and local residents.

- To truly engage with the community it would be much better if the planned campus/Willow village was completely open (like the Googleplex campus for example) and not have part of the buildings fenced off.

Overall, we are very excited about this new mixed used project with public access and amenities. Nearby residents are looking forward for the developer to implementing feedback and suggestions and wishing them success. We are also looking forward for the city of Menlo Park and the planning commission to encouraging more of such live/work/play developments in the near future that will transform the O'Brien business park area in a more lively community district integrated in the surrounding city neighborhoods.

Thank you for your time.

Luis Guzman, 7 Clarence Court, East Palo Alto resident for 40 yr