



SPECIAL MEETING MINUTES

Date: 5/5/2020

Time: 5:00 pm

Meeting Location: JoinWebinar.com – ID# 749-916-475

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the City Council, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Submit a written comment online: menlopark.org/publiccommentMay5 *
 - Record a comment or request a call-back when an agenda topic is under consideration: Dial 650-474-4071 *
 - Access the special meeting real-time online at: joinwebinar.com – Regular Meeting ID 749-916-475
- *Written and recorded public comments and call-back requests are accepted up to 1 hour before the meeting start time. Written and recorded messages are provided to the City Council at the appropriate time in their meeting. Recorded messages may be transcribed using a voice-to-text tool.
- Watch special meeting:
 - Cable television subscriber in Menlo Park, East Palo Alto, Atherton, and Palo Alto: Channel 26
 - Online: menlopark.org/streaming

Note: City Council closed sessions are not broadcast online or on television and public participation is limited to the beginning of closed session.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

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.

Regular Session ([JoinWebinar.com](https://www.joinwebinar.com) – ID# 749-916-475)

A. Call To Order

Mayor Taylor called the meeting to order at 5:13 p.m.

B. Roll Call

Present: Carlton, Mueller, Nash, Taylor

Absent: Combs

Staff: City Manager Starla Jerome-Robinson, City Clerk Judi A. Herren

Applicants: Andrew Barnes, Theo Keet, Henry Riggs, John Pimentel, Jeff Schmidt

C. Special Business

C1. Interviews of Planning Commission applicants ([Attachment](#))

(Note: No action will be taken at this meeting. Appointments are scheduled for the May 12, 2020, City Council meeting.)

The City Council interviewed five applicants for two vacancies on the Planning Commission.

C. Adjournment

Mayor Taylor adjourned the meeting at 6:27 p.m.

Judi A. Herren

These minutes were approved at the City Council meeting of May 26, 2020.

COMMISSION AND COMMITTEE APPLICATION

City Manager's Office - City Clerk
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620 fax 650-328-7935



Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: 3.27.20

Commission or committee of interest: Planning Commission

Name: Andrew Barnes

Education: MBA - Waseda 早稲田大学大学院 (Tokyo), BA - Penn State University

Civic affiliations and community activities, including service on other commissions or committees:

- MP Planning Commission, Chair - Current
- SamTrans - Citizens Advisory Committee (CAC), Chair - Current
- MP Transportation Master Plan Oversight and Outreach Committee, Member - Current
- MP Environmental Quality Commission, Commissioner - Previous

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:

In my experience, responsibilities are primarily related to land use, policies, environmental impacts and architectural review for development. Professionally I work for the County of Santa Clara in the Office of Supportive Housing (OSH) as its Senior Housing Development Officer. OSH is the lead agency for the County's Affordable Housing Bond and is on track to build \$3.75 billion in affordable housing throughout Santa Clara County serving the neediest in the community.

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

During my service I hope that I've been informed and reasoned in my decision making. My hope is that I could continue to be of service by being re-appointed for a second term. Land use issues underpin our daily lives and I'd appreciate the opportunity to apply thoughtful execution to existing policies and forward-looking thinking to new policies.

[Redacted Signature]

Signature

3.27.20

Date

OFFICE USE ONLY:

Application received: _____
 Considered by City Council: _____
 Considered by City Council: _____
 Considered by City Council: _____
 If appointed, term ends: _____

Address verified in City Limits (if necessary): By: _____
 Appointed: Yes No (Initials)
 Appointed: Yes No
 Appointed: Yes No

Personal information:			
Name:		Number of years as a Menlo Park resident: 10	
Resident address: [REDACTED]		City: Menlo Park	State: CA Zip: 94025
Mailing address (if different):		City:	State: Zip:
Phone: [REDACTED]		Email: [REDACTED]	
Business address: [REDACTED]		City: San Jose	State: CA Zip: 95131
Business phone: [REDACTED]			
How did you hear about this opportunity: <input type="checkbox"/> Local newspaper <input type="checkbox"/> Email <input type="checkbox"/> City website <input type="checkbox"/> Nextdoor <input type="checkbox"/> Patch.com <input checked="" type="checkbox"/> Other <u>Current Planning Commission member</u>			
If I am appointed, the City is authorized to post the following information on the city website (please select at least one):		Cellphone:	<input checked="" type="radio"/> Yes <input type="radio"/> No
		Business phone:	<input type="radio"/> Yes <input type="radio"/> No
		Home phone:	<input type="radio"/> Yes <input type="radio"/> No
		Email:	<input type="radio"/> Yes <input type="radio"/> No

COMMISSION AND COMMITTEE APPLICATION

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Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: March 7 2020

Commission or committee of interest: Finance & Audit Committee and Planning Commission

Name: Theo Keet

Education: Degree in Finance and Accounting; CPA

Civic affiliations and community activities, including service on other commissions or committees:
Retirement activities

- Serving as Chair of the Board of Director of the Pacific Art League of Palo Alto since 2014.
- Serving as mentor at the St Clara University program for Global Social Benefit Incubator since 2010.
- Serving as Treasurer and President of the Rotary Club of Menlo Park since 2015.
- Serving on the Menlo Park Environmental Quality Commission in early 2000's.

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:
Finance and Audit Committee:
Support the City Controller in maintaining adequate internal controls and safeguarding proper financial reporting
Planning Commission:
Approving real estate developments, remodeling and renovation in line with the City overall guidelines and securing an overall aesthetic and cohesive presentation

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:
For either function my objective is to serve my community and contribute to the wellbeing and resident's focus development of the City

[Redacted Signature]

Signature

March 7 2020
Date

OFFICE USE ONLY:	
Application received: _____	Address verified in City Limits (if necessary): <input type="checkbox"/> Yes <input type="checkbox"/> No
Considered by City Council: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Considered by City Council: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Considered by City Council: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
If appointed, term ends: _____	By: _____ (Initials)

Personal information:			
Name: Theo Keet		Number of years as a Menlo Park resident: 27	
Resident address: [REDACTED]	City: Menlo Park	State: CA	Zip: 94025
Mailing address (if different):	City:	State:	Zip:
Phone: [REDACTED]	Email: [REDACTED]		
Business address: retired	City:	State:	Zip:
Business phone:			
How did you hear about this opportunity:			
<input type="checkbox"/> Local newspaper <input type="checkbox"/> Email <input checked="" type="checkbox"/> City website <input type="checkbox"/> Nextdoor <input type="checkbox"/> Patch.com <input type="checkbox"/> Other _____			
If I am appointed, the City is authorized to post the following information on the city website (please select at least one):		Cellphone:	<input type="radio"/> Yes <input type="radio"/> No
		Business phone:	<input type="radio"/> Yes <input type="radio"/> No
		Home phone:	<input type="radio"/> Yes <input type="radio"/> No
		Email:	<input checked="" type="radio"/> Yes <input type="radio"/> No

COMMISSION AND COMMITTEE APPLICATION

City Manager's Office - City Clerk
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Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: 10-21-2019

Commission or committee of interest: Complete Streets Commission, Environmental Quality Commission Housing Commission Library Commission Parks and Recreation Commission Planning Commission Committees/Other, Finance and Audit Control

Name: John Pimentel

Education: San Joaquin Delta Community College (AA), Univ. of CA Berkeley (BA), Harvard University (MBA)

Civic affiliations and community activities, including service on other commissions or committees:

- Menlo Atherton Little League (Coach 6 years)
- Hillview Middle School (Coach 3 years)
- Menlo Atherton High School Mentor program (3 years)
- Boys and Girls Clubs of the Peninsula College Mentor Program
- Big Brothers / Big Sisters of Sacramento (Big Brother)
- San Mateo County Civics 101 Course
- Central California Soccer League

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:

I started my career working in the California state government and ultimately served as Deputy Secretary for Transportation from 1993-1996 where I oversaw Caltrans, CA Transportation Commission and the CA Highway Patrol (amongst other agencies). This role included working with local governments on various transportation and law enforcement initiatives. I also have a strong understanding of transportation planning, construction and financing in California. For the past 15 years I have been developing renewable energy and sustainability projects for solar, wind and on-site wastewater treatment systems. This has given me deep insight into the planning process, CEQA, climate change, the threat we face from global climate change, and the economics of sustainable infrastructure. I believe we have an overriding consideration to seek local input when making rational land use decisions that consider both immediate and long-term needs for a community. I know the commissions will require multiple evenings per month. In fact, to be done correctly I assume there will be significant reading, preparation and research to be fully informed on issues that may come before the committee or commission. I also expect to use my personal and professional relationships in the transportation and sustainability field to improve options for Menlo Park in our efforts to improve transportation, housing and sustainability.

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

I have a particular interest and expertise in transportation, land use, housing and homelessness – and how those four issues are critically intertwined. I would like to help our community make good decisions that maintain our suburban, small town character while recognizing that we need to make significant investments in transportation and housing in order to accommodate the economic growth with which we have been blessed. I would like to pursue policies which improve our quality of life, preserve local control and allow our community to accommodate new residents who bring diversity, youth and vigor to our town. This means addressing the jobs/transportation/housing imbalances from which we currently suffer. I also believe it is within our resources and capability to end homelessness in California and believe it is morally indefensible for our affluent community to leave vulnerable people living unsheltered. It also means creating programs, policies and events which tie the community together from east to west in order to reduce the feeling of separateness created by the socio-economic differences between our neighborhoods and the physical north/south barriers created by infrastructure like Highway 101 or Caltrain. I also have government financial expertise from my early career managing a \$4.5 billion budget encompassing Caltrans, Highway Patrol and DMV and private sector experience in project finance and public company finance from starting and running several successful companies and sitting on a public company board of directors.

10/21/19

Signature

Date

OFFICE USE ONLY:

Application received: _____
 Considered by City Council: _____
 Considered by City Council: _____
 Considered by City Council: _____
 If appointed, term ends: _____

Address verified in City Limits (if necessary): By: _____
 Appointed: Yes No (Initials)
 Appointed: Yes No
 Appointed: Yes No

Personal information:			
Name: John Pimentel		Number of years as a Menlo Park resident: 15	
Resident address: [REDACTED]	City: Menlo Park	State: CA	Zip: 94025
Mailing address (if different):	City:	State:	Zip:
Phone: [REDACTED]	Email: [REDACTED]		
Business address:	City:	State:	Zip:
Business phone:			
How did you hear about this opportunity: <input type="checkbox"/> Local newspaper <input type="checkbox"/> Email <input checked="" type="checkbox"/> City website <input type="checkbox"/> Nextdoor <input type="checkbox"/> Patch.com <input type="checkbox"/> Other _____			
If I am appointed, the City is authorized to post the following information on the city website (please select at least one):	Cellphone:	<input checked="" type="radio"/> Yes	<input type="radio"/> No
	Business phone:	<input type="radio"/> Yes	<input type="radio"/> No
	Home phone:	<input type="radio"/> Yes	<input type="radio"/> No
	Email:	<input type="radio"/> Yes	<input type="radio"/> No

COMMISSION & COMMITTEE APPLICATION

City Clerk
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620 fax 650-328-7935



Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: 21 Feb 2016

Commission or Committee of Interest: Planning

Name: Henry Riggs

Education: BFA, BArch

Civic affiliations and community activities, including service on other commissions or committees:
Lorelei HOA, Habitat for Humanity board, Chair No on M, previous planning commissioner

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:
to review projects for architectural control and use permits, assist staff and council with zoning and long range planning, act on variance requests and review EIR and other conformance documents with applications

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:
Hope to add insight particularly into use permit reviews, zoning updates and potential guidelines for applicants.

[Redacted Signature]

21 February 2016
Date

OFFICE USE ONLY:	
Application Received: _____	Address Verified in City Limits: <input type="checkbox"/> By: _____ (Initials)
Considered by City Council: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Considered by City Council: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Considered by City Council: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
If Appointed Term ends: _____	

Personal Information:			
Name: Henry Riggs	Number of years as a Menlo Park resident: 18		
Resident Address: [REDACTED]	City: Menlo Park	State: CA	Zip: 94025
Mailing Address (if different):	City:	State:	Zip:
Phone: [REDACTED]	Email: [REDACTED]		
Business Address: same	City:	State:	Zip:
Business Phone: [REDACTED]			
Registered Voter: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
How did you hear about this opportunity:			
<input type="checkbox"/> Newspaper <input type="checkbox"/> Email <input type="checkbox"/> City's Website <input type="checkbox"/> Nextdoor.com <input type="checkbox"/> Patch.com <input checked="" type="checkbox"/> Other <u>council member</u>			
If I am appointed, the City is authorized to post the following information on the City's website:	Cell Phone:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Business Phone:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Home Phone:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Email:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: March 7, 2020

Commission or committee of interest: Planning Commission

Name: Jeff Schmidt

Education: San Jose State University, Bachelor's Degree

Civic affiliations and community activities, including service on other commissions or committees:

I'm currently the CEO of Ignited, a 35-year old education nonprofit that is very active in communities all across the Bay Area. I'm also a member of the SVO (San Jose) Chamber of Commerce and participating on their Education committee. I'm a regular community volunteer on projects like Habitat for Humanity, Loaves and Fishes and local community cleanup projects. And before taking my current role seven months ago, I was a member of the Silicon Valley Leadership Group's Housing and Education committees where I got to work on many of the same issues faced by the Menlo Park Planning Commission.

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:

The commission plays a critical role in creating and implementing Menlo Park's General Plan. I see the commission's focus as listening to the community, debating a wide variety of options and deciding on the critical issues and trade-offs required for the city's use of land. The commission also heavily influences development processes and permitting for the city, helps with issues around rezoning and protects the environment by balancing the economic needs of the business community with the social and environmental impacts of proposed developments and re-developments.

My professional and community experiences fit well with the responsibilities of the commission.

Professional - In my 25+ years of corporate experience, I've held a variety of senior leadership roles that required strategic planning, collaboration, discipline in implementation and relationship building. I'll also bring many years of experience in communicating with a wide variety of stakeholders to understand, persuade and mobilize them to action. In my current role as CEO of Ignited, I'm using all of those skills to build an education / corporate coalition that improves STEM planning and resourcing, in partnership with The Tech Interactive, the 9 County Offices of Education, Catholic Charities, SVLG and Higher Education institutions like Foothill College, CSU East Bay and SJSU. I believe my experiences related to planning, implementation, relationship and coalition building will all be valuable additions to the committee.

Community - Based on spending two years as a member of the Housing Committee of the Silicon Valley Leadership Group, I'm also able to bring relevant direct experience to the Planning Commission. Many local developers presented projects to our committee and we debated and discussed issues of land use, zoning, streamlining the development process with city government and assessing community and environmental impacts of the development projects.

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

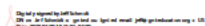
I believe the Planning Commission has one of the most critical functions in our community. Deciding how we use our limited resources in a sustainable and responsible way is important to ensure we continue to preserve a high quality of life in Menlo Park for our children and grandchildren. That requires commission members to support the economic engine we've built in Silicon Valley, but balance it with the needs of the overall community and a wide variety of stakeholders. I care about these issues and helping maintain that balance, and as part of the commission, I feel like I can have a direct and meaningful impact.

There are three main things I'd want to accomplish as a member of the Planning Commission

- 1) Continue the successful implementation of the General Plan. The General Plan has been a powerful guide to help the commission strike the right balance among a wide range of stakeholders and their interests. I'd like to be an active part of that work and can help by forging strong relationships with commission members, community stakeholders and the business community. With my background in strategic planning, operations, coalition building, communications and community service, I have some valuable experiences and skills to bring to the commission's work.
- 2) Strengthen developer relationships. Some of the most critical relationships to cultivate locally are with the developers and construction firms working on various projects. Understanding their needs, balancing multiple viewpoints and finding common ground are all important. One part of my work at Ignited is helping the construction industry work with teachers and schools to understand the industry and build their local workforces. I can bring those ongoing experiences and relationships to the work of the Planning Commission to ensure strong partnerships in service of the city and its needs.
- 3) Help engage the community. I've had many years of communications and marketing experience and would love to bring those skills to the commission to help engage the community. Engaging more Menlo Park residents in the work of the city and the Planning Commission is an ongoing effort and I'd love to help. That could range from helping residents understand the rationale behind key decisions to creating more outreach mechanisms for the business community. I'd enjoy supporting community workshops, hosting open discussions with leaders and helping with communication campaigns as needed.

I'm excited about the opportunity to contribute to the committee and appreciate your consideration.

Jeff Schmidt



Signature

March 8, 2020

Date

OFFICE USE ONLY:

Application received: _____

Considered by City Council: _____

Considered by City Council: _____

Considered by City Council: _____

If appointed, term ends: _____

Address verified in City Limits (if necessary): By: _____

Appointed: Yes No

Appointed: Yes No

Appointed: Yes No

(Initials)

Personal information:			
Name: Jeff Schmidt		Number of years as a Menlo Park resident: 5 months	
Resident address: [REDACTED]		City: Menlo Park	State: CA Zip: 94025
Mailing address (if different): same		City:	State: Zip:
Phone: [REDACTED]		Email: [REDACTED]	
Business address: [REDACTED]		City: Santa Clara	State: CA Zip: 95051
Business phone: [REDACTED]			
How did you hear about this opportunity: <input type="checkbox"/> Local newspaper <input type="checkbox"/> Email <input checked="" type="checkbox"/> City website <input type="checkbox"/> Nextdoor <input type="checkbox"/> Patch.com <input type="checkbox"/> Other _____			
If I am appointed, the City is authorized to post the following information on the city website (please select at least one):		Cellphone: Business phone: Home phone: Email:	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No