



REGULAR MEETING MINUTES

Date: 8/11/2020

Time: 5:00 p.m.

Closed Session: Teleconference

Regular Meeting Location: [Joinwebinar.com](https://www.joinwebinar.com) – ID# 518-684-435

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.

Closed Session (Teleconference)

A. Call To Order

Mayor Taylor called the meeting to order at 5:15 p.m.

B. Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor

Absent: None

Staff: City Manager Starla Jerome-Robinson, Interim City Attorney Cara Silver

C. Closed Session

Public Comment on these items will be taken before adjourning to Closed Session.

C1. Closed session conference with real property negotiators pursuant to Government Code Section 54956.8.

Property: 700-800 El Camino Real, Menlo Park (APN: 071-333-200)

Agency Negotiating Parties: Heather Gould, City Manager Starla Jerome-Robinson, Deputy City Manager Justin Murphy, Public Works Director Nikki Nagaya, Senior Project Manager Morad Fakhrai

Negotiating Parties: Menlo Station Development Under negotiation: Price and terms of payment

No reportable actions.

Mayor Taylor adjourned the meeting at 6:10 p.m.

Regular Meeting ([Joinwebinar.com](https://www.joinwebinar.com) – ID# 518-684-435)

D. Call To Order

Mayor Taylor called the meeting to order at

E. Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor
Absent: None
Staff: City Manager Starla Jerome-Robinson, Interim City Attorney Cara Silver, City Clerk Judi A. Herren

F. Report from Closed Session

No reportable actions.

G. Public Comment

- Christie Perego spoke in support of the downtown street closure and requested additional parking spaces for outdoor dining.

H. Presentations and Proclamations

H1. Proclamation: Recognizing The 75th Anniversary of the Atomic Bombings of Hiroshima and Nagasaki, Japan and Menlo Park-Bizen Peace Week (Attachment)

[Web form public comment received on item H1](#) (Attachment).

Mayor Taylor read the proclamation.

- Judy Adams presented a video.

H2. Presentation: UC Berkeley on the housing inventory and local supply study from the Facebook Campus expansion project development agreement

Principal Planner Kyle Perata and Y-PLAN representatives Karen Chapple, Deborah McKoy, Mia Palacios, Ivette Contreras, Ashley Barraza, Nataly Manzanero, and Elizabeth Aviles made the presentation (Attachment).

The City Council received clarification on how ownership is determined, Airbnb findings, and discussed options for ADUs (accessory dwelling units). The City Council requested that the presentation be shared with all Menlo Park committees, commissions, and advisory body's and to return this item with the upcoming discussion of Bay Area Economics' study of Menlo Park's inclusionary housing requirements.

The City Council took a break at 7:45 p.m.

The City Council reconvene at 8:05 p.m.

- Karen Grove spoke in support of the study and sending presentation to all City advisory bodies. Grove also requested clarification on how the information will be used.
- Pamela Jones spoke in support of the study and sending to all City advisory bodies.
- Jen Wolosin spoke in support of the study encouraged continued participation from the students.
- Kevin Gallagher spoke in support of the study and the involvement of community stakeholders.

I. Consent Calendar

- I1. Accept the City Council meeting minutes for June 23 and July 14, 2020 ([Attachment](#))

The City Council provided edits to the July 14 minutes.

ACTION: Motion and second (Nash/Carlton) to approve the consent calendar, passed unanimously.

J. Regular Business – no staff presentations

- J1. Adopt Resolution No. 6578 authorizing the permanent installation of turn restrictions in the Willows neighborhood ([Staff Report #20-168-CC](#))

- Julie Forbes spoke in opposition of the permanent installation of turn restrictions in the Willows neighborhood.
- Penelope Huang spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- Amar Murugan spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- CHirs Decardy spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- Brian Gilmer spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- Paul Montgomery spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- Tracy Morriss spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- Tricia Barr spoke in support of the permanent installation of turn restrictions in the Willows neighborhood.
- Kris Doherty spoke in opposition of the permanent installation of turn restrictions in the Willows neighborhood.
- Kathleen Daly spoke in opposition and provided suggestion to the permanent installation of turn restrictions in the Willows neighborhood.

The City Council received clarification regarding the hours of the turn restrictions and the language on the no turn signs. The City Council requested staff review the operations at Menalto Street between O'Connor Street and Gilbert Street and provide an update after schools are back in session.

ACTION: Motion and second (Mueller/Carlton), to adopt Resolution No. 6578 authorizing the permanent installation of turn restrictions in the Willows neighborhood, passed unanimously.

- J2. Approve the 2020-21 investment policy for the City and the former Community Development Agency of Menlo Park ([Staff Report #20-167-CC](#))

The City Council received clarification that no changes were made to the policy and it was recommended for approval by Finance and Audit Committee.

ACTION: Motion and second (Mueller /Carlton), to approve the 2020-21 investment policy for the City and

the former Community Development Agency of Menlo Park, passed unanimously.

- J3. Update the City Council and public on COVID-19 health emergency and the City's response ([Attachment](#))

The City Council discussed expanding the number of days for an issued parking permit.

K. Regular Business

- K1. Approve Resolution No. 6577 to amend all City salary schedules adopted on or after December 11, 2016 to add City Councilmembers ([Staff Report #20-166-CC](#))

Assistant Administrative Services Director Dan Jacobson made the presentation.

The City Council received clarification on the positions listed on the salary schedule and recommended the removal of obsolete positions including one clerical error in Exhibit L, where the correct effective date is July 7, 2019.

ACTION: Motion and second (Mueller /Nash), to approve Resolution No. 6577 to amend all City salary schedules adopted on or after December 11, 2016 to add City Councilmembers including position title updates, passed unanimously.

- K2. Adopt fiscal year 2020-21 City Council priorities and work plan ([Staff Report #20-169-CC](#))

The City Council took a break at 9:46 p.m.

The City Council reconvene at 9:55 p.m.

Assistant City Manager Nick Pegueros made the presentation ([Attachment](#)).

- Kevin Gallagher requested clarification on the use of Facebook funds.

The City Council continued this item to August 18, 2020.

L. Informational Items

- L1. City Council agenda topics: August 2020 to October 2020 ([Staff Report #20-165-CC](#))

The City Council received clarification on Nos. 17., Community electronic vehicle infrastructure policy and program analysis, and 20, Authorize the Mayor to sign a comment letter on the California High Speed Rail Authority DEIR for the San Jose-San Francisco project.

- L2. Update on the Downtown street closure and temporary outdoor use permit pilot program ([Staff Report #20-170-CC](#))

[Web form public comment on L2](#) ([Attachment](#)).

Chamber of Commerce President Fran Dehn made the presentation.

The City Council requested this item to return as regular business.

L3. Update on Facebook campus expansion project development agreement requirement to prepare a

housing inventory and local supply study ([Staff Report #20-171-CC](#))

M. City Manager's Report

None.

N. City Councilmember Reports

City Councilmember Mueller requested the Mayor to review and sign comment letter on the California High Speed Rail Authority DEIR for the San Jose-San Francisco project. The City Council directed staff to return the draft letter for review and approval.

City Councilmember Carlton reported on the Peninsula Clean Energy refunds of electric bills and programs for electric bicycles and providing electric busses to municipalities and schools.

City Councilmembers Nash and Mueller reported on Rail Subcommittee meeting.

City Councilmember Nash reported on an email from Sustainable Silicon Valley.

Mayor Taylor reported on potential noise monitors as an outcome from participation in the SFO Airport/Community Roundtable meeting.

O. Adjournment

Mayor Taylor adjourned the meeting at 10:54 p.m.

Judi A. Herren, City Clerk

These minutes were approved at the September 8, 2020 City Council meeting.

PROCLAMATION

RECOGNIZING THE 75TH ANNIVERSARY OF THE ATOMIC BOMBINGS OF HIROSHIMA AND NAGASAKI, JAPAN AND MENLO PARK-BIZEN PEACE WEEK

WHEREAS, the mornings of August 6 and August 9 in Japan in the year 2020 mark the 75th anniversary of the atomic bombings of Hiroshima and Nagasaki, respectively; and

WHEREAS, the end of World War II shortly after the bombings ushered in an era of continual peace between the United States of America and Japan; and

WHEREAS, in 1956 President Dwight D. Eisenhower with great foresight created organizations like Sister Cities International to carry out the mission of achieving peace through mutual respect, understanding, and cooperation between peoples around the world; and

WHEREAS, visible proof of this long lasting peaceful relationship between our two countries is present right here in our own city where we have enjoyed a wonderfully enriching cross-cultural relationship with our sister city, Bizen, since 2015; and

WHEREAS, the peaceful relationship between the United States of America and Japan is widespread in that there are over 455 sister city/state relationships that have been recorded between our two countries, including the groundbreaking relationship between Saint Paul, Minnesota and Nagasaki, Japan, which was the first postwar sister city relationship with the United States and an Asian city; and

WHEREAS, bell ringing has long played a role in the United States, representing peace, and in Japan, where New Year bell ringing marks a new era, and the United States and Japan together have ushered in a new perpetual era of peace.

NOW THEREFORE, BE IT PROCLAIMED that I, Cecilia Taylor, Mayor of the City of Menlo Park, on behalf of the City Council, hereby recognize the week of August 5 through August 12, 2020, as the "Menlo Park-Bizen Peace Week" and all people in both cities are urged to commemorate the occasion by participating in a bell ringing ceremony, either individually at home, virtually, or in some safe public area taking care to observe all public health orders and advisories.

DocuSigned by:

Cecilia Taylor

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Cecilia Taylor, Mayor
August 2020

Agenda item H1
Judy Adams, resident

I strongly support Mayor Taylor's initiative and council for the eloquent proclamation commemorating the 75th anniversary of Hiroshima and Nagasaki, and strengthening the peaceful connection with our Sister City, Bizen, Japan, especially this year as the pandemic has cut off the opportunity of our young people to visit the city.

Her proclamation is part of a series since Mayor Ohtaki on Aug 6, 2018, Hiroshima Day presented me with the proclamation joining Mayors for Peace; and Mayor Taylor's May 2020 proclamation recognizing and honoring the goals of "Back from the Brink" organization, both of which have the goal of a world free of nuclear weapons, and now her August proclamation for Peace Week.

All three proclamations address the need for global peaceful relations among nations, and in this last proclamation, ringing bells to usher in "a new perpetual era of peace," as Americans used to do on Armistice day, Nov. 11. Two of the proclamations specific state the resolve to "build a world free of nuclear weapons."

We hope residents extend Peace Week through the end of August by visiting the community art installation downtown, outside the Art Ventures gallery on Santa Cruz Ave), of more than 1000 paper cranes made by volunteers, which includes 350 peace cranes from the people of Ehime, Japan (participants received a gift of some of the 1" cranes from Japan). A gift of the paper peace cranes will be made from to the Consul-General of Japan at and the Cultural Center in San Francisco. For now the under 3 minute video of the display can be viewed online at <https://www.facebook.com/PPAWILPF>. and in the future, on YouTube, Vimeo and other sites.
(spoken time under 3 minutes)

Investment and Disinvestment as Neighbors

A Study of Baseline Housing Conditions in the
Bay Area

**Center for Community Innovation and Center for Cities + Schools,
UC Berkeley**

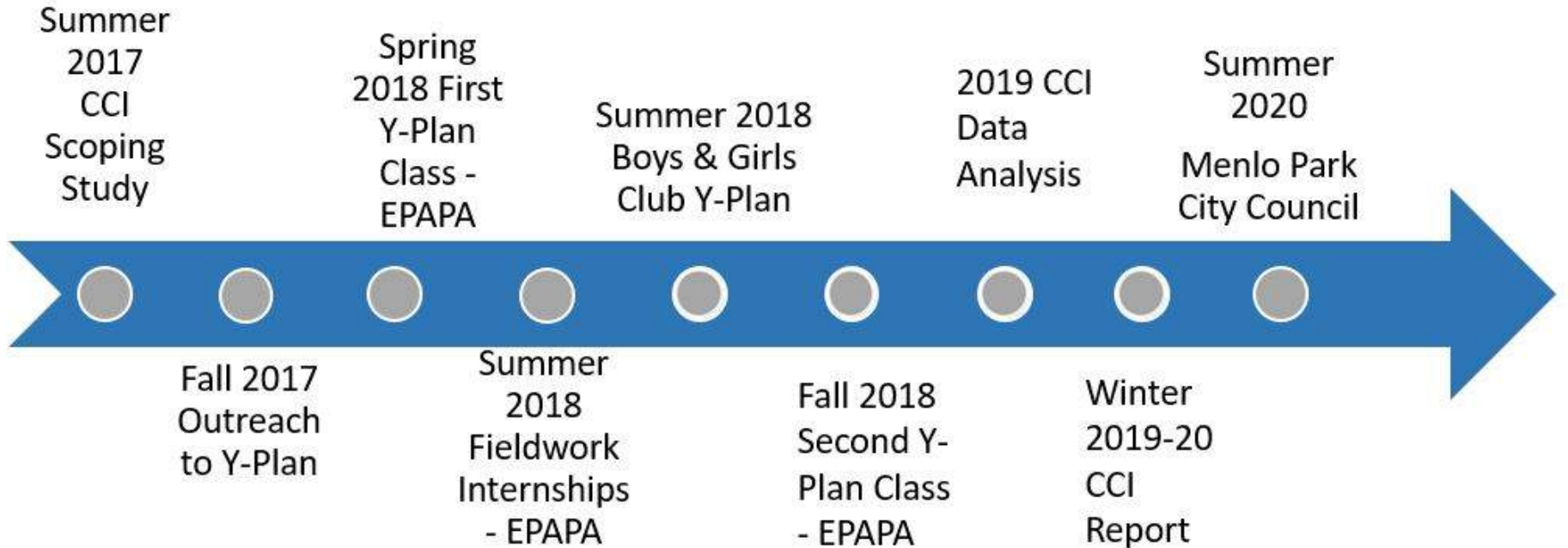
Professor Karen Chapple, Lead Researcher (CCI) with Dr. Deborah McKoy (CC+S)

Understanding the Transformation of a Region

“As the years passed, East Palo Alto has become the complete opposite of what it used to be.”

JORGE, 53

Research Process



Community Scoping Process

Community-Based Organizations

Belle Haven Action
Faith in Action Bay Area
Siena Youth Center
St. Francis of Assisi Church St. Francis Center
St. Francis Center
Youth United for Community Action
WeHope

Other Non-Profits

Community Legal Services - East Palo Alto
East Palo Alto Today
Housing Leadership Council
Legal Aid Society San Mateo County
Silicon Valley Community Foundation

Consultants

Baird + Driskell Community Planners
Placeworks

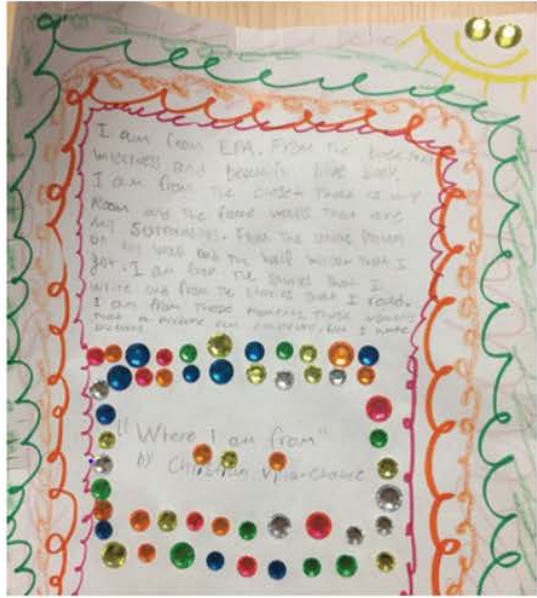
Government

East Palo Alto City Manager's Office
East Palo Alto City Council
Menlo Park Mayor's Office
Menlo Park City Manager's Office
Menlo Park Housing Commission
Menlo Park Planning Division
North Fair Oaks Community Council
North Fair Oaks Forward
Ravenswood School District
San Mateo County Dept. of Housing
San Mateo County Board of Supervisors
San Mateo County Manager's Office

Affordable Housing Developers

EPA Community Alliance and Neighborhood Devt Org
Hello Housing
Mid-Peninsula Housing

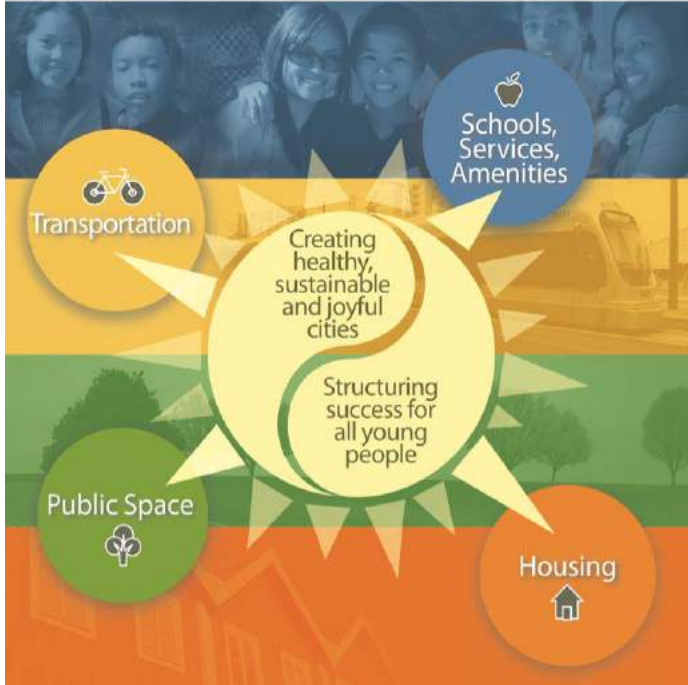
Y- PLAN Joins the Project



"I am from EPA. From the backyard wilderness and beautiful blue bay. I am from the closet that is my room. And the fake walls that are my surroundings. From the anime posters on my wall and the half window that I got. I am from the stories that I write and from the stories that I read. I am from those moments. Those moments that a picture can capture. But I hate pictures."

- WHERE I'M FROM, CHRISTIAN VILLA-CHAVEZ

Y- PLAN Process



Y- PLAN Student Researchers

Elizabeth Aviles

East Palo Alto Phoenix Academy '19
UC Merced '23

Ashley Barraza

Sequoia High School '21

Ivette Contreras

Woodside High School '20

Nataly Manzanero

Sequoia High School '21

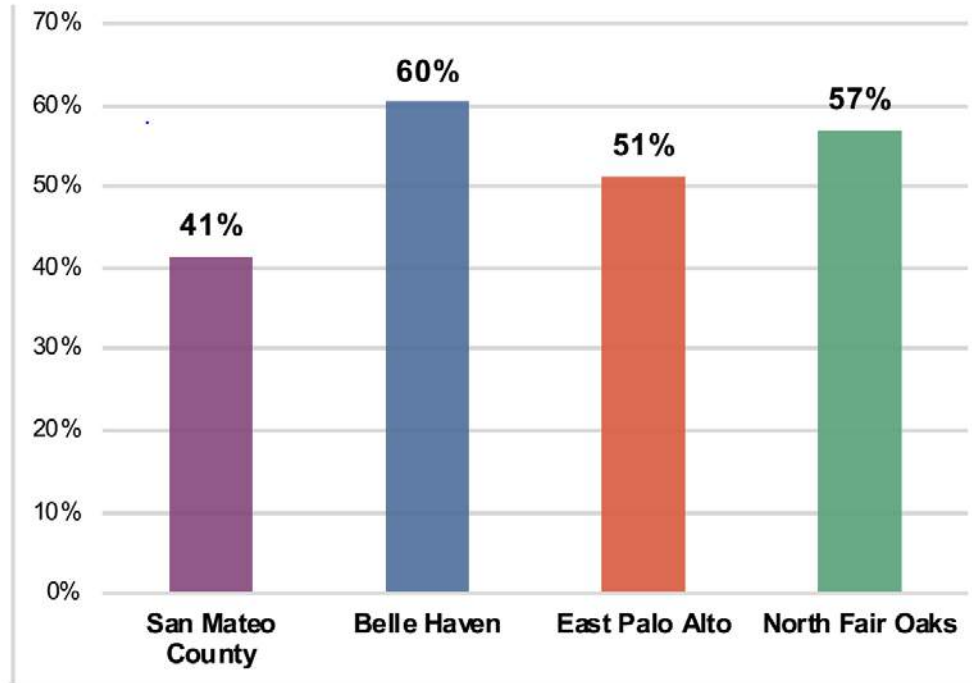
Mia Palacios

Sequoia High School '21

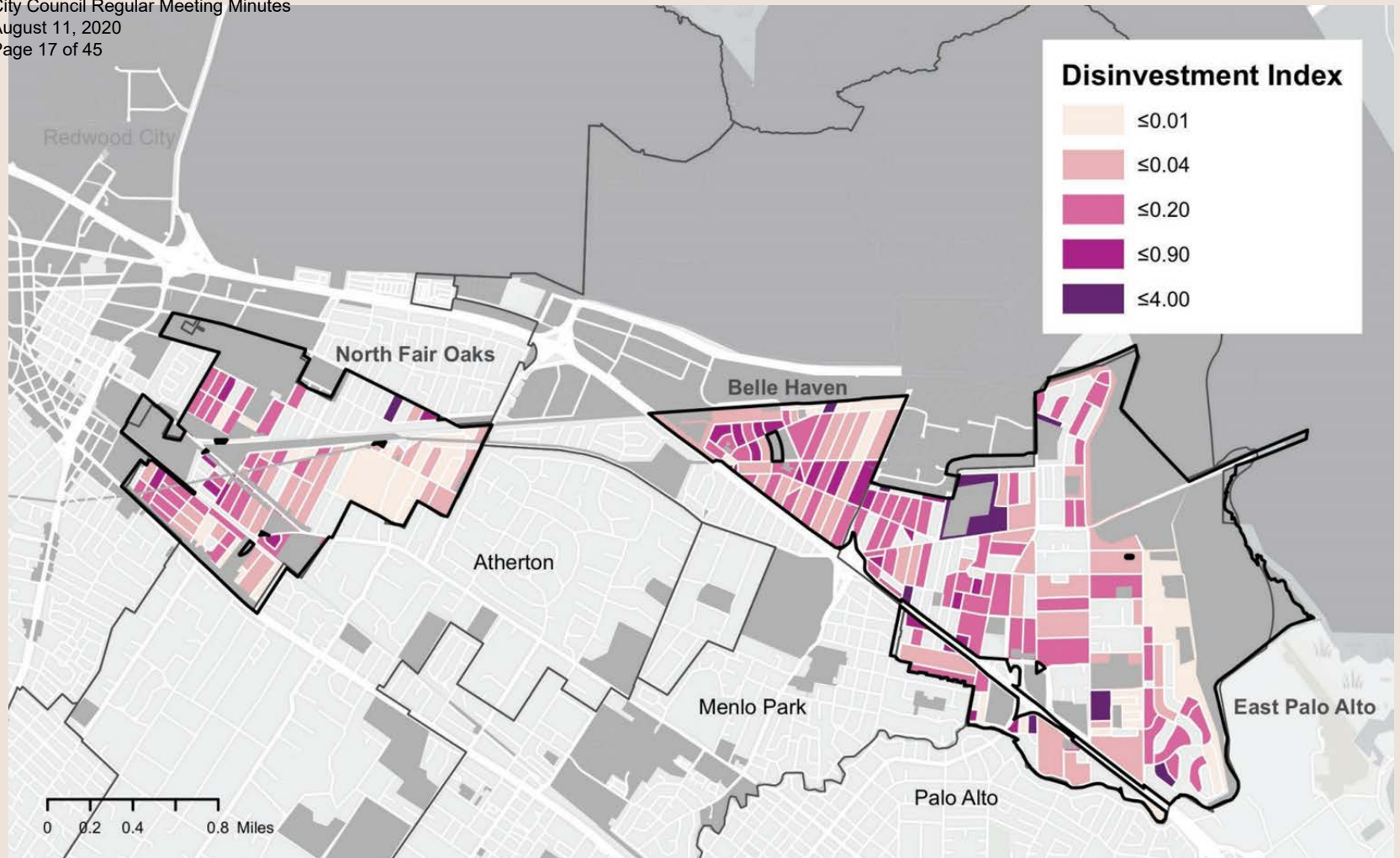


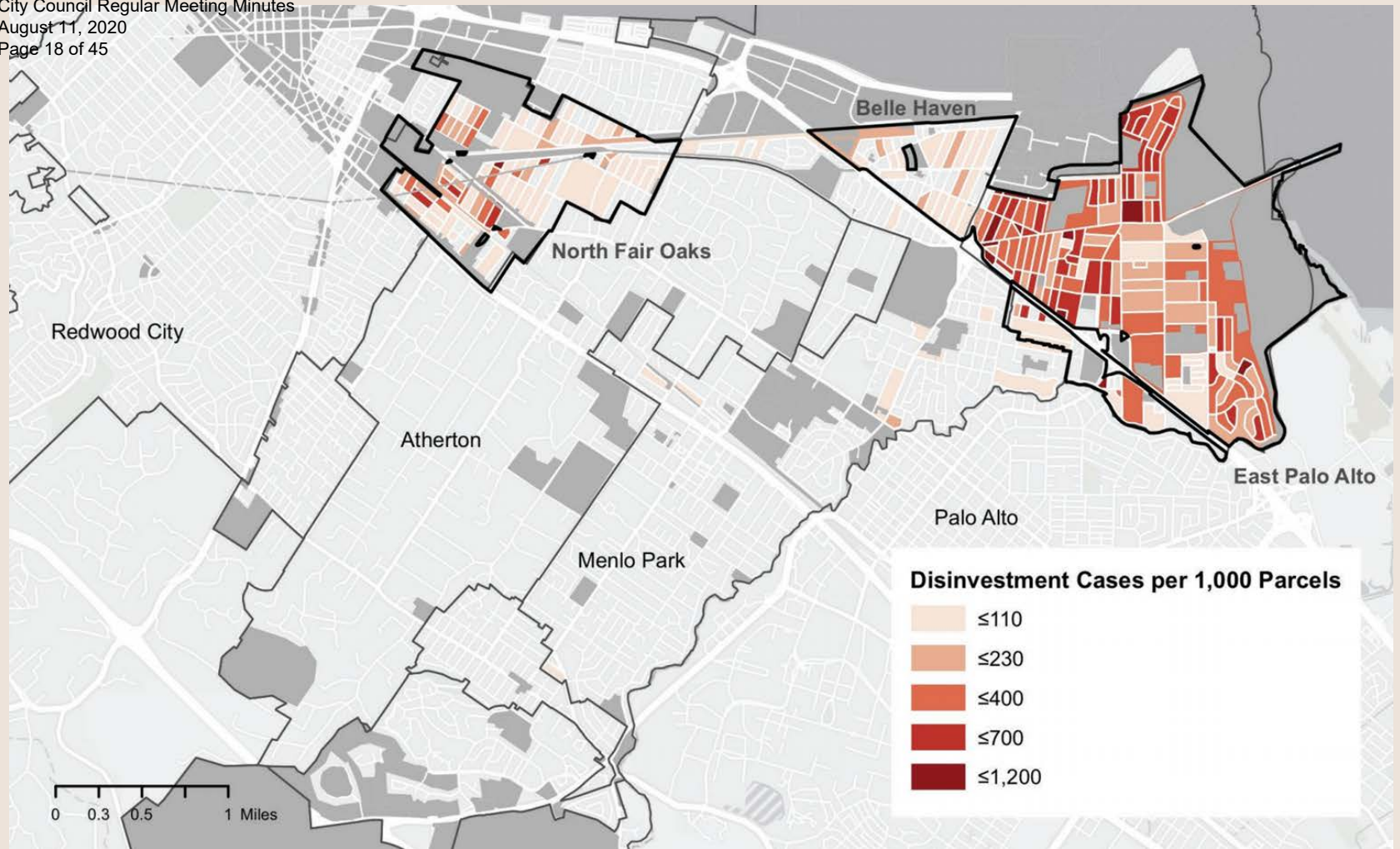
Understanding Residential Real Estate Patterns in the Study Area: *East Palo Alto, North Fair Oaks, and the Belle Haven neighborhood of Menlo Park*

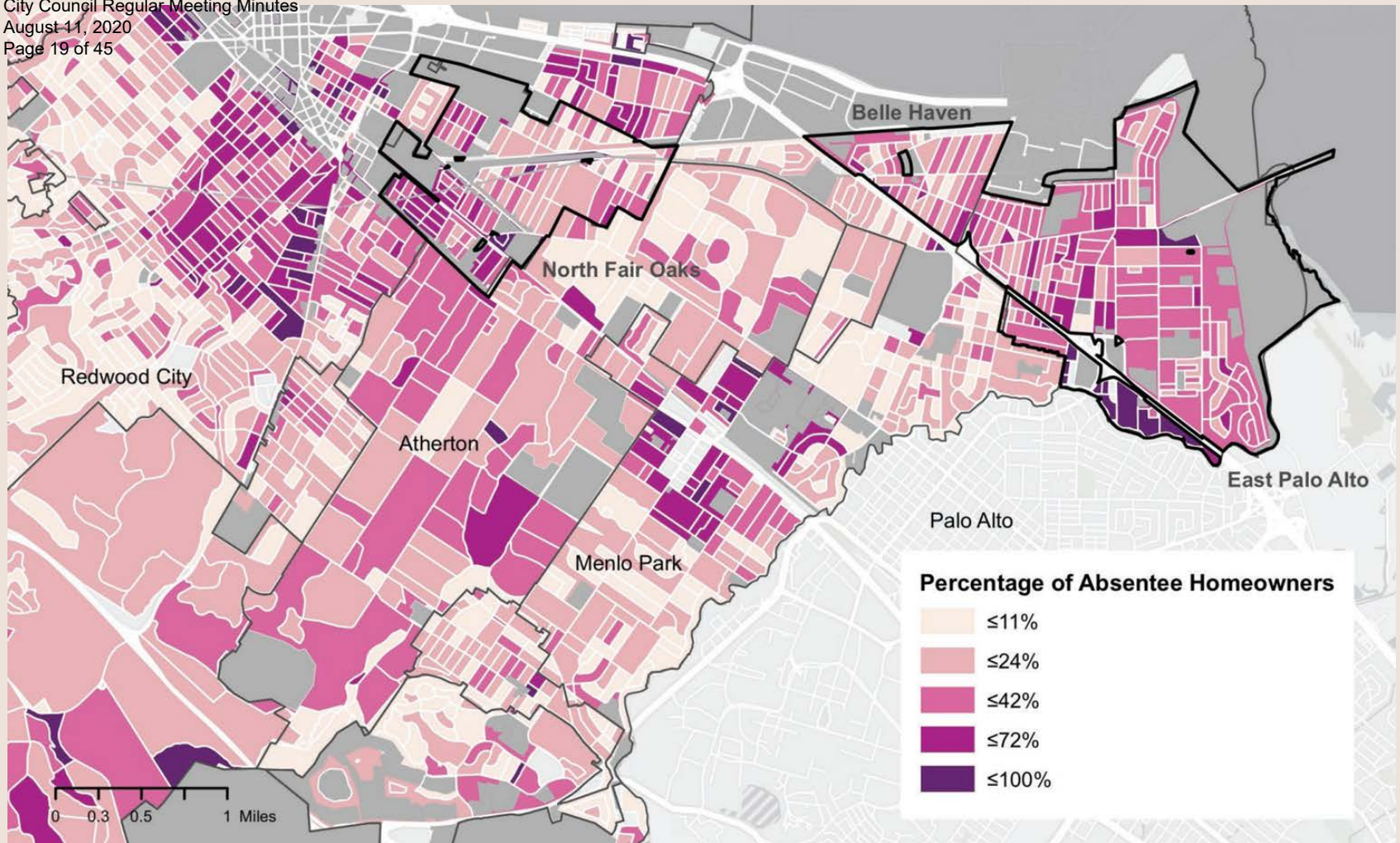
Real Estate Pressures: Proportion of Rent Burdened Households

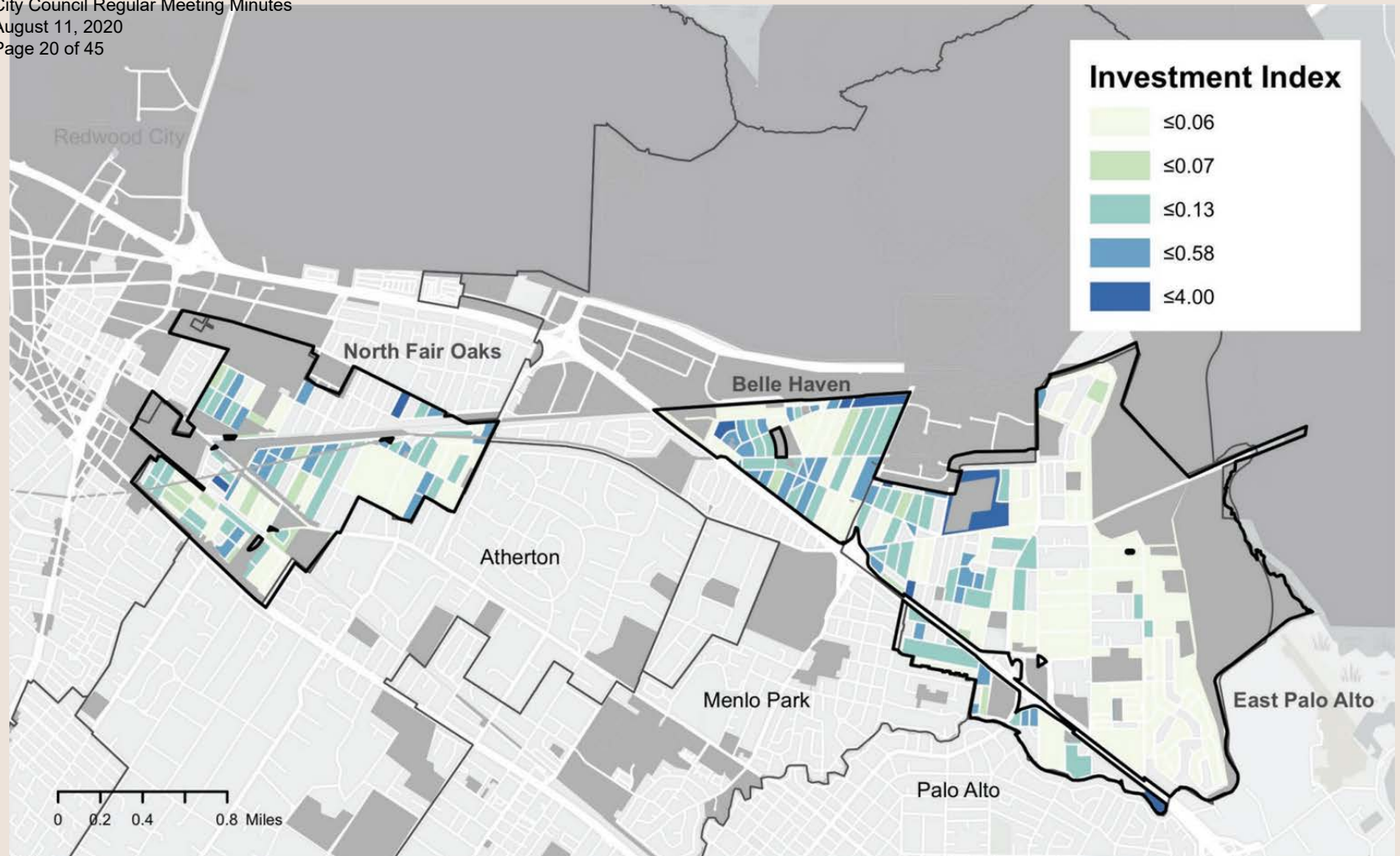


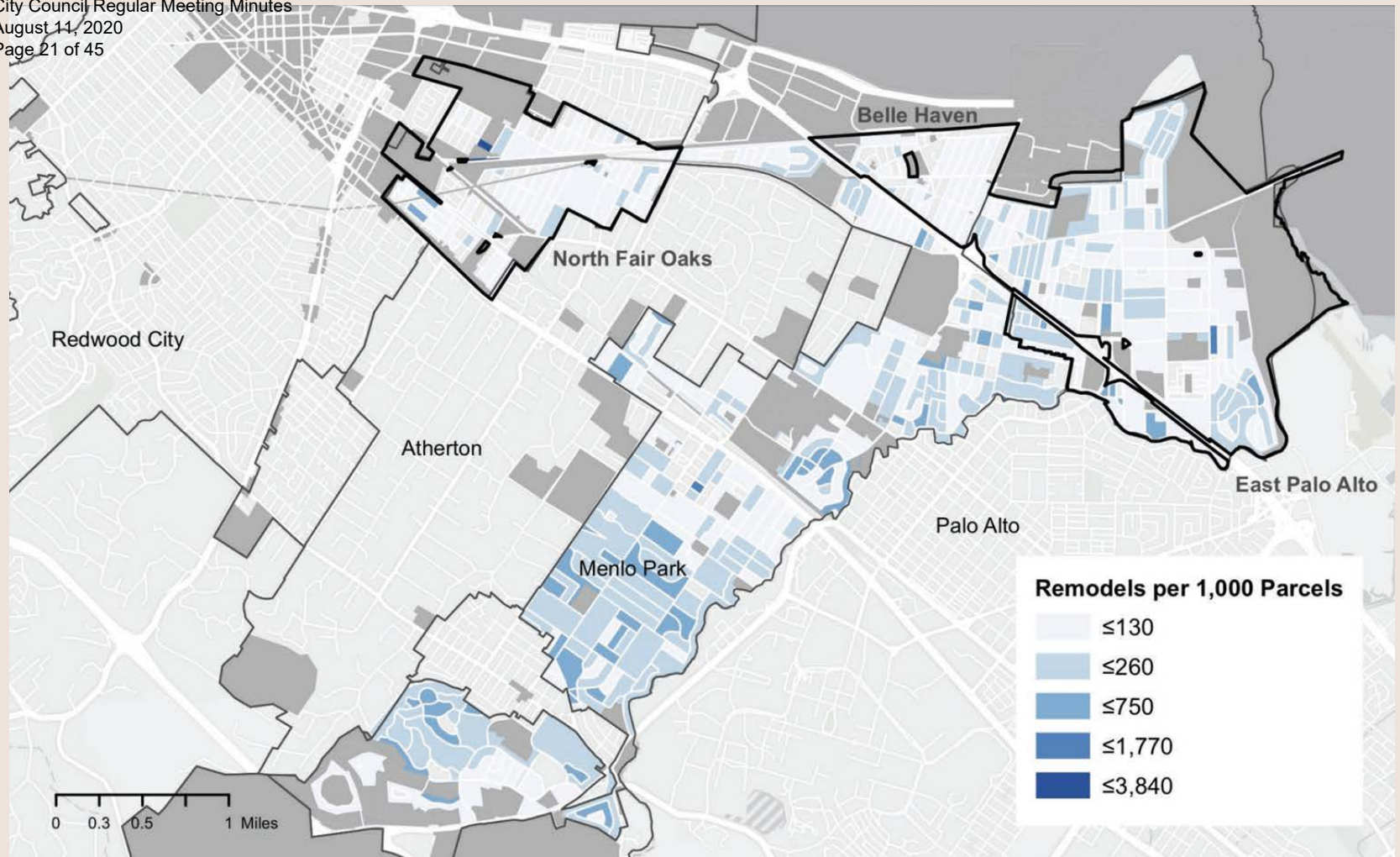
Source: 2017 ACS 5-year Estimates, Table DP04.



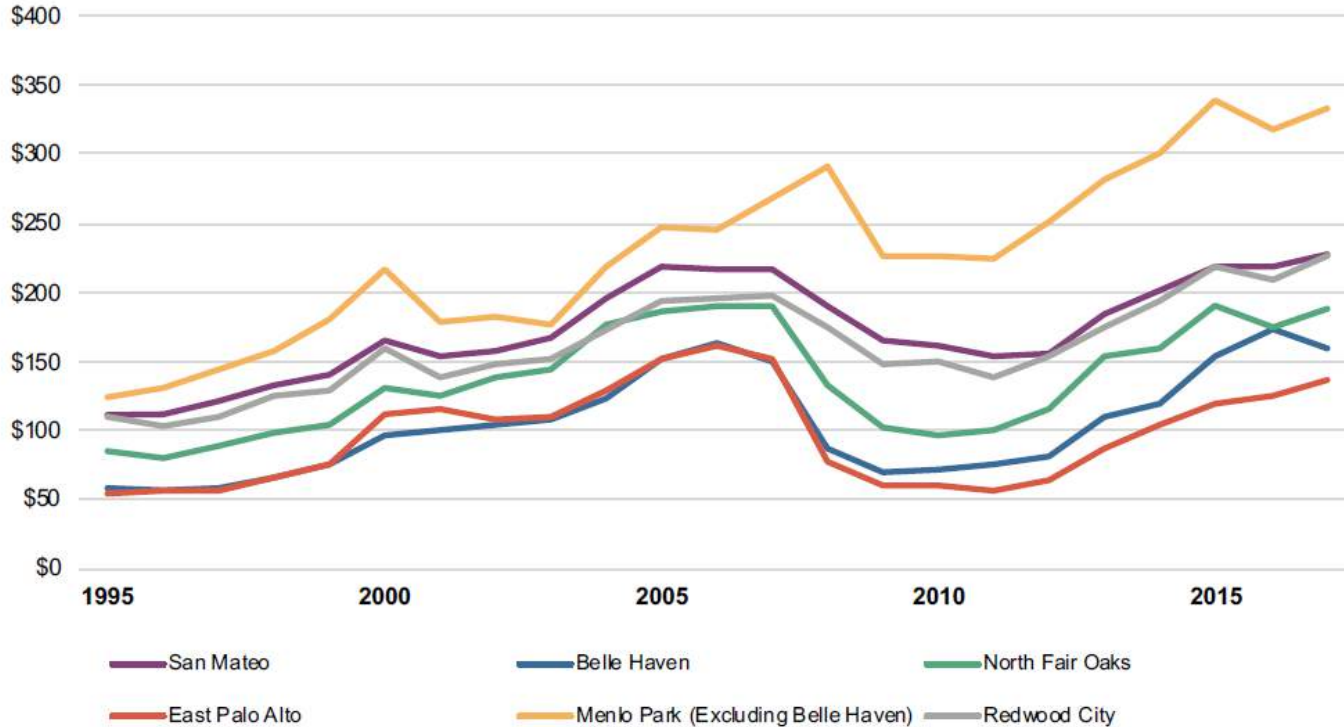




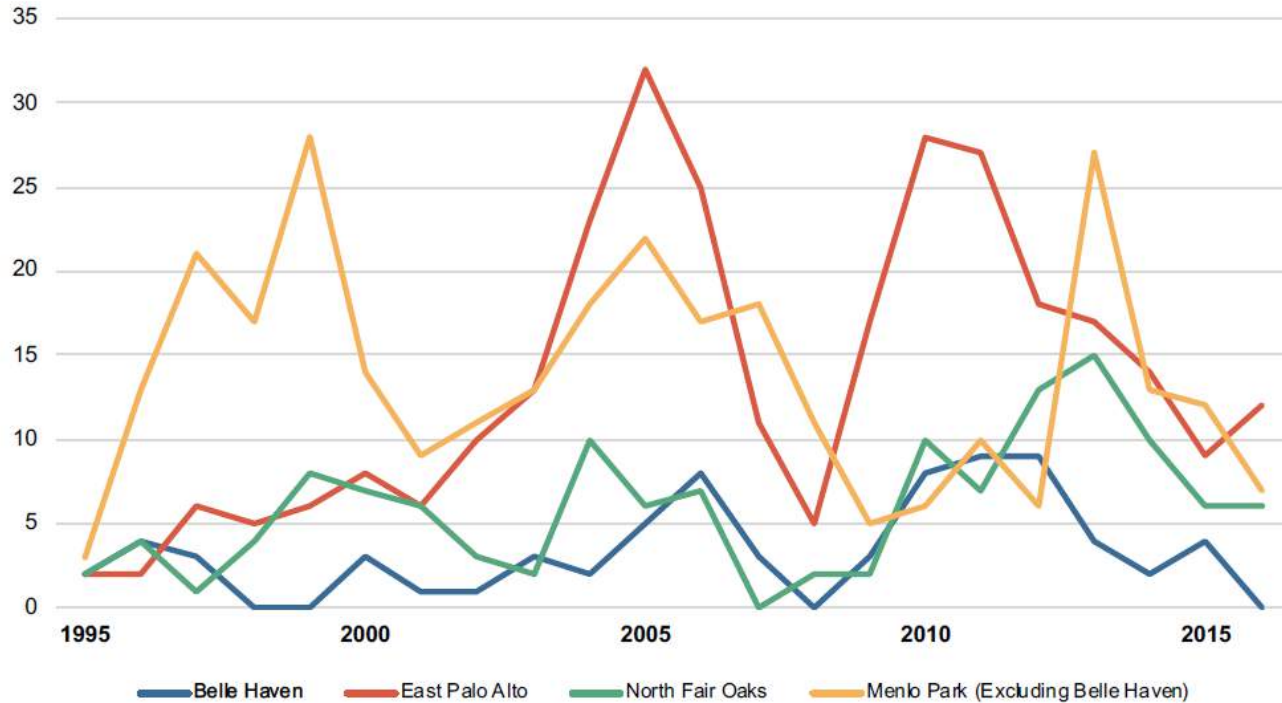


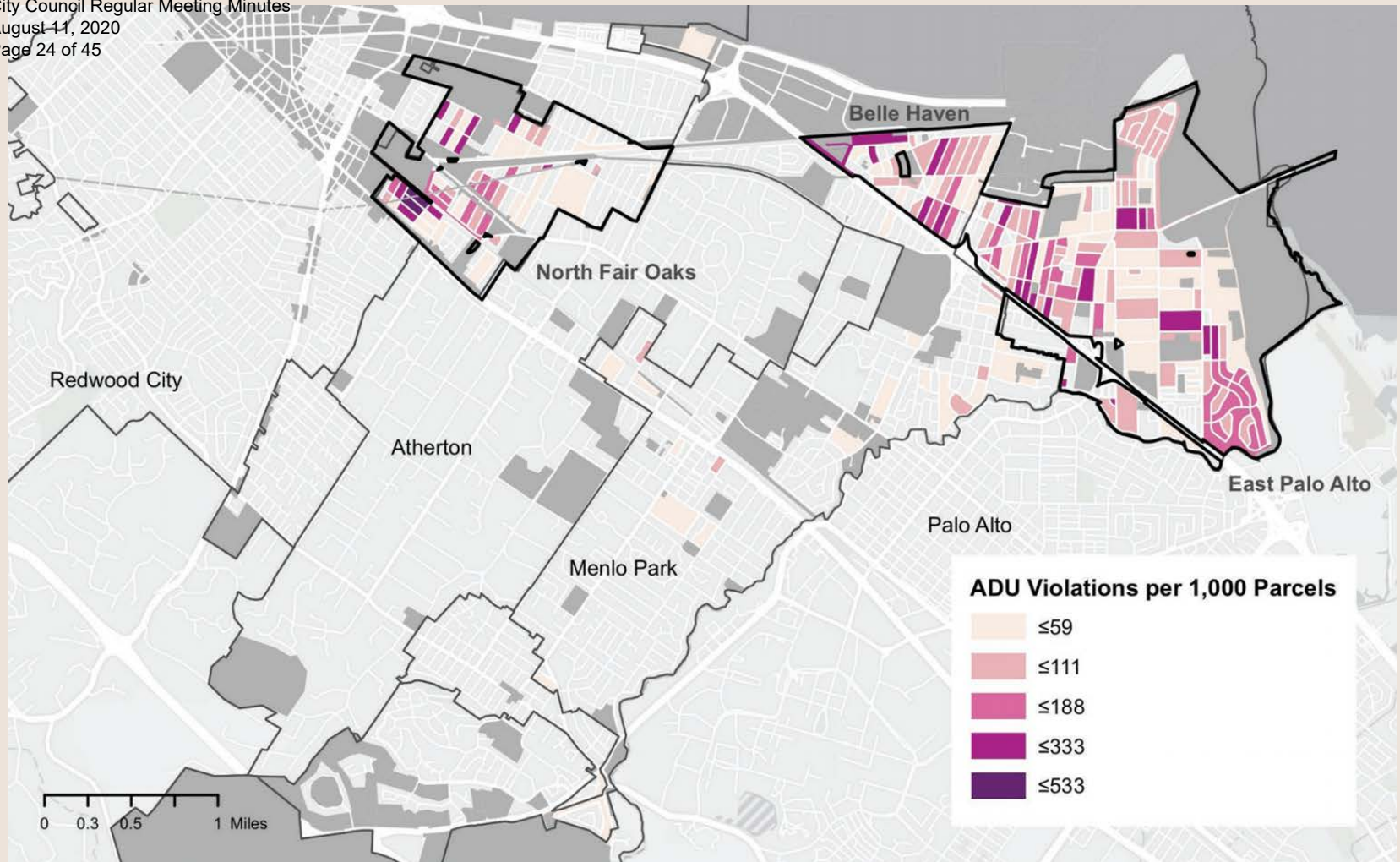


Adjusted Sales Price per Square Foot

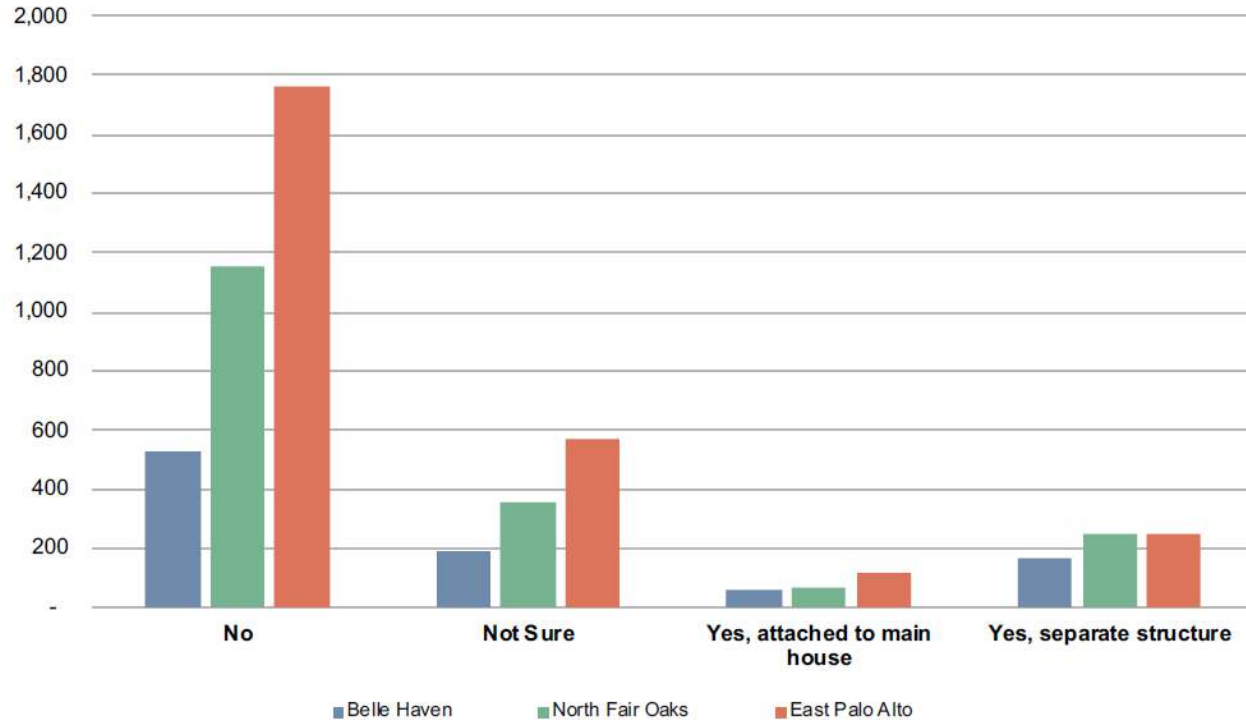


Number of Flips per Year





Potential Second Unit on Property



Active AirBnb Listings

| | Belle Haven | North Fair Oaks | East Palo Alto |
|------------------|-------------------|-------------------|--------------------|
| All units | 40 | 50 | 206 |
| Private Room | 62.5% (n = 25) | 40.0% (n = 20) | 49.5% (n = 102) |
| Entire Unit | 27.5% (n = 11) | 28.0% (n = 12) | 18.5% (n = 38) |
| Shared Room | 0.0% (n = 0) | 16.0% (n = 8) | 20.9% (n = 43) |
| ADU/Studio | 10.0% (n = 4) | 16.0% (n = 17) | 11.2% (n = 23) |

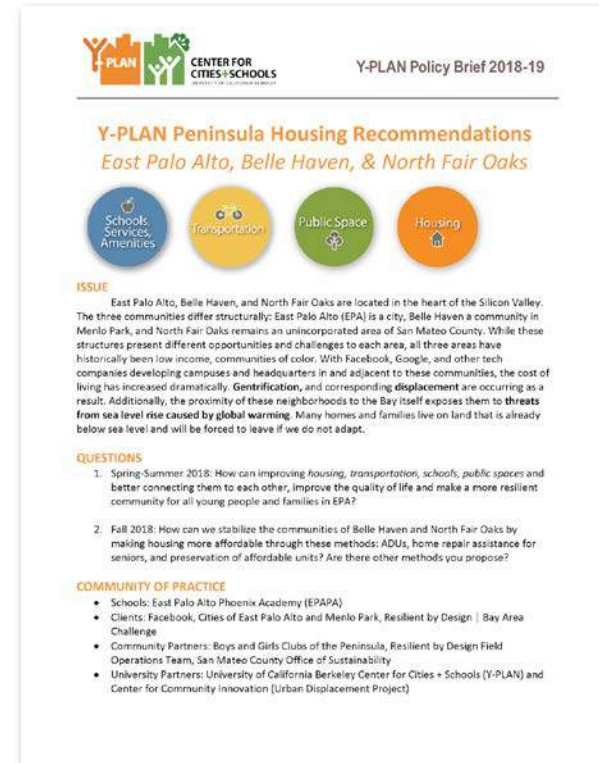
CCI Recommendations

- Production, Preservation and Protection
 - Anti-displacement programs
 - Right to return and relocation benefits
 - One for one unit replacement
 - ADU construction
 - Code violation amnesty
 - Community land trusts
 - Limit outsider speculation
- Monitoring
 - Speculation watchlist
 - Short term rental data transparency
 - Evictions watchlist
 - Renter registry
- Cultural Competency



Y- PLAN Youth Recommendations

1. **Preserve affordable units** by offering assistance to repair rentals in bad condition and exploring community land trusts and co-ops.
2. **Produce more affordable units** including ADUs, affordable condos for low income locals to purchase, and rental apartment units.
3. **Preserve the culture** by building a "Plazita" to spark the local economy and create a space for locals to gather and celebrate Latino culture.
4. **Protect tenants** from unjust evictions.
5. **Establish a Youth Advisory Council** so we can stay involved.





2020-21 CITY COUNCIL PRIORITIES

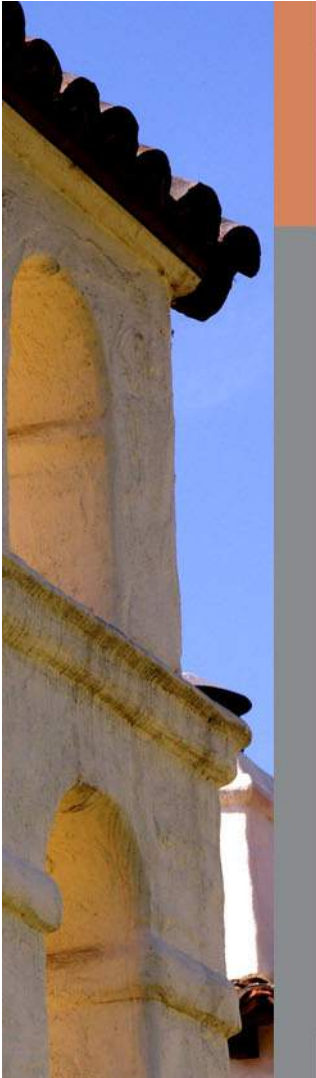
August 11, 2020



AGENDA

- Staff presentation
- Public comment
- City Council discussion
- Adopt City Council's 2020-21 top priorities direction on work plan projects
- City staff returns with resource requests





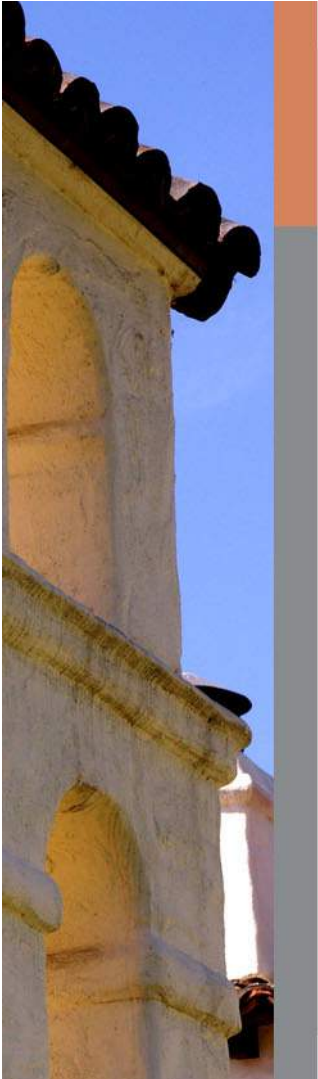
TERMS

- **Top priority** – City staff may strategically realign limited resources to achieve the stated milestones for priority projects
 - Work plan projects
 - Capital improvement projects
 - Public services
- **Work plan** – other projects prioritized by City Council for work as resources are available
- **Complete or suspended projects** – previous City Council priorities that are either complete, substantially complete, or suspended



CAPACITY DRIVERS

- Internal
 - Technology
 - Impacts of distance learning on city workforce
 - Employee engagement
 - City staff attrition
- External
 - Economic instability
 - Public health directives - resumption of congregate activities/programs/services
 - Federal relief for local governments



5 RECOMMENDED TOP PRIORITIES

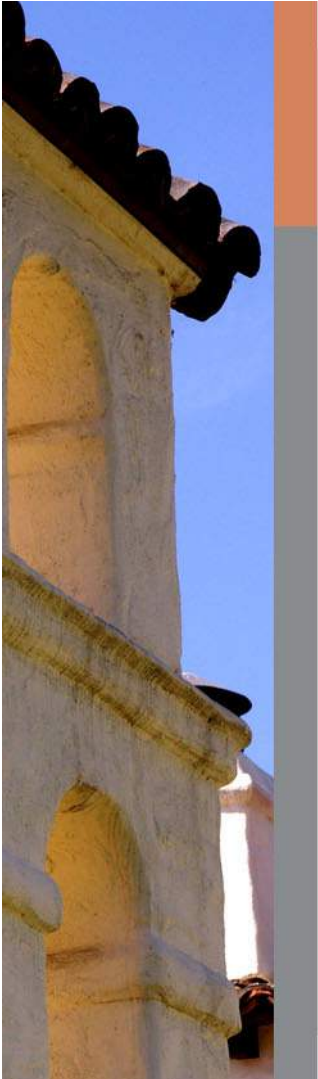
- Transportation master plan
- 2022 Housing Element, zoning code update and related work
- Belle Haven community center and library
- COVID-19 pandemic local emergency response
- Information technology master plan implementation



11 IDENTIFIED WORK PLAN PROJECTS (1/2)

- Transportation management association formation
- Middle Avenue pedestrian and bicycle rail crossing
- Short-term rental ordinance
- Accessory dwelling unit ordinance update
- ConnectMenlo community amenities list update
- ECR/Downtown specific plan area housing development incentives
- Development and environmental review process education series
- Santa Cruz Avenue closure and economic development initiatives





11 IDENTIFIED WORK PLAN PROJECTS (2/2)

- Citywide communication program development
- Climate action plan implementation
- Institutional bias reform





NEXT STEPS

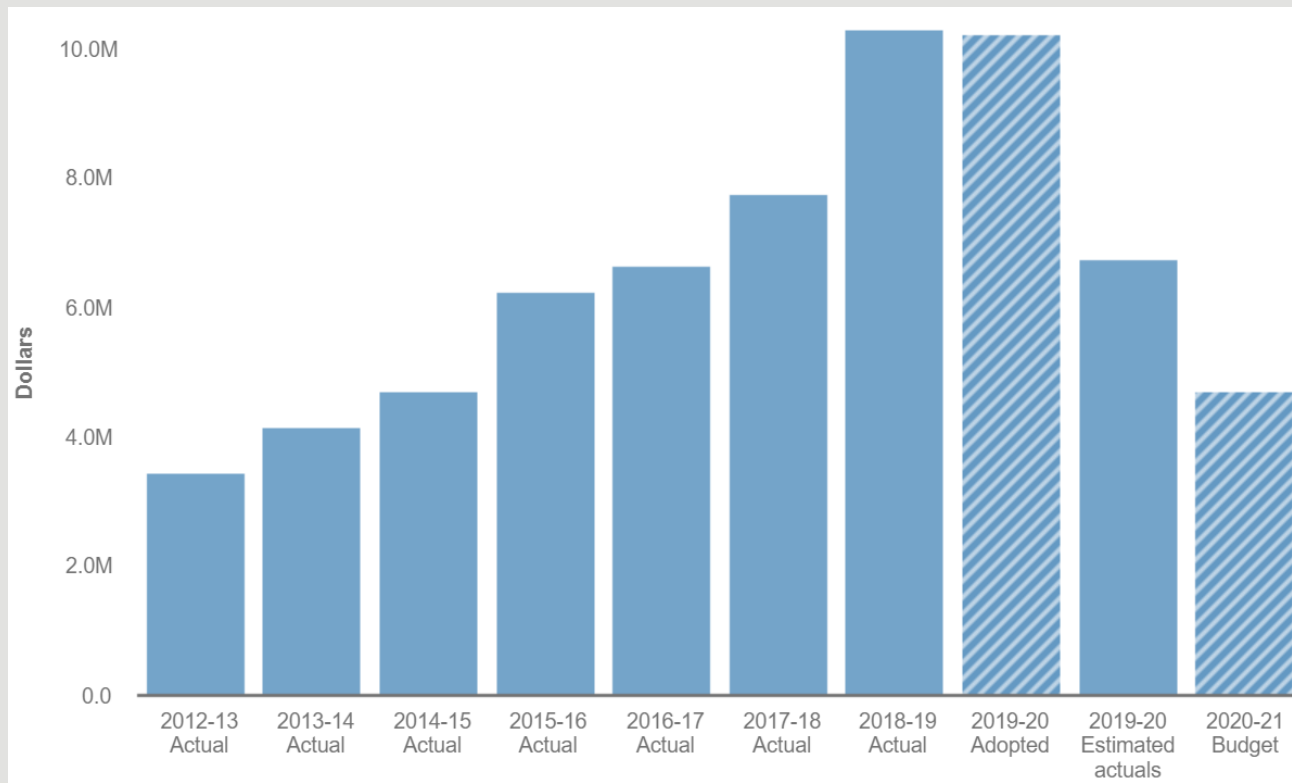
- Public comment
- City Council discussion
- Action - Adopt City Council's 2020-21 top priorities and provide direction on work plan projects
- City staff returns with resource requests, if necessary



A large, horizontal orange banner is positioned across the middle of the page. The banner contains the text "THANK YOU" in a bold, white, sans-serif font, centered within the banner. The background behind the banner is a light blue color with a subtle, geometric pattern of overlapping shapes. To the left of the banner, there is a vertical strip of a photograph showing green and yellow plant leaves.

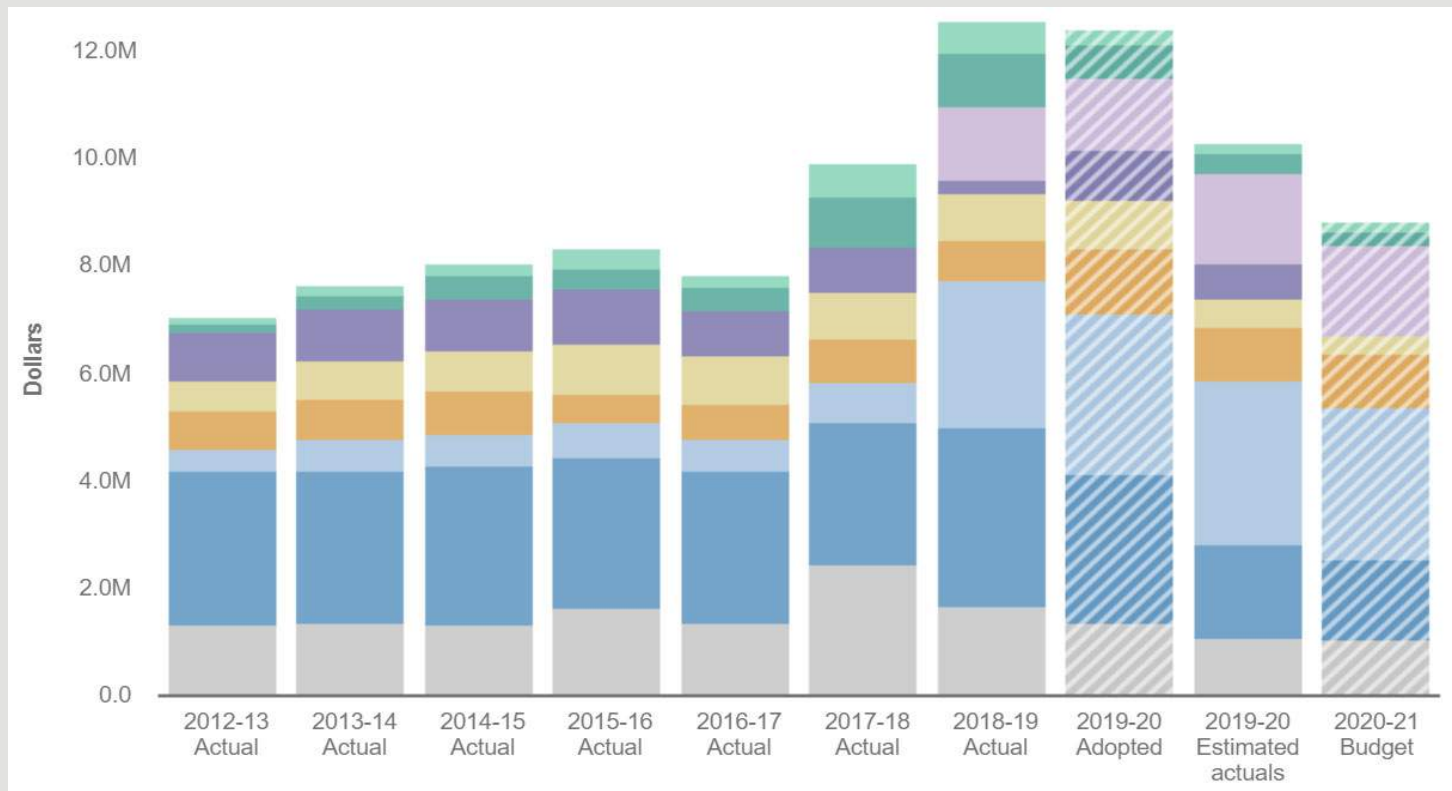


TRANSIENT OCCUPANCY TAXES



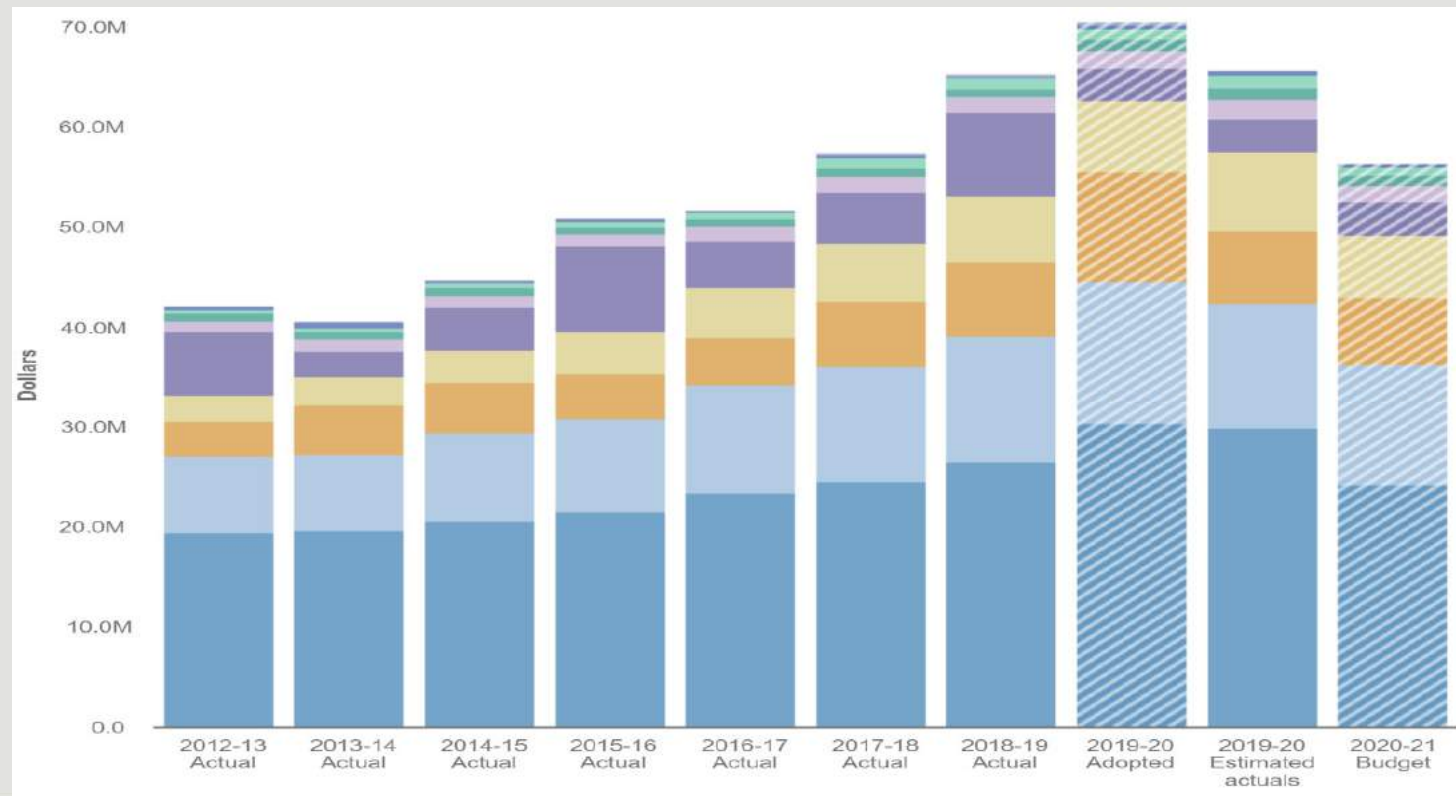


CHARGES FOR SERVICES





GENERAL FUND EXPENDITURES





BUDGET NEXT STEPS

July 14
CIP project allocations

September 8 & 22
Budget report & action

December 8 & 22
Budget report & action

March 9 & 21
Budget report & action





REBUILDING THE ORGANIZATION

- Strengthen internal communication and employee development
- Expedite technology improvements
- Improve external communication with community members and organizations
- Identify institutionalized bias in regulations, operations, and organizational culture
- Enhance staff preparedness for a major natural disaster



Eren Romero
Kristen Middleton
Rani Singh
Christian Quijano
Alxea Vilkins

Nicole Casados
Neetu Salwan
Ying Chen
Ruru Tang
Edith Weaver
John Passmann
Vanh Malathong
Natalie Bonham
Todd Zeo
Natalya Jones
Dani O'Connor
Lisa Atwood

THANK YOU

Agenda item L2

Gretchen Schroeder, resident

To begin I would like to thank you for your time.

My name is Gretchen Schroeder, and my Partner is Henrieta Jasko. We own Jasko Schroeder Salon. We are in trouble as a small business here in Menlo Park. We are a large full service salon. Before the first pandemic shutdown, we had 20 hairdressers renting stations in our salon. We are down to 8 at this point and are at risk of loosing more if we don't get our outdoor space approved immediately. This puts our business in jeopardy. We started the process on August 2nd submitting drawings, proof of insurance, and a clear request for 6 parking spaces directly outside our salon in the large parking lot #8 behind Walgreens.

We have submitted a very simple plan 4 times now with modifications along with a letter from our only close neighbor Fenny's Tailoring approving of our use and need for one of the six spaces in front of her business, as a fellow local business-owner who understands our dire need. We need 6 parking spaces and the barriers needed to protect our stylists. We have everything else ready to go; tent with three open sides, chairs, mirrors, trays, and decorative plants. All we are waiting for is our permit and barriers.

PLEASE HELP US. We understand that the permitting process normally takes longer, however we are in the middle of an unprecedented pandemic situation. We are hoping that this is a time the city can get behind us and make things happen swiftly.

I have lived in Menlo Park for 17 years and have had and my 4 children at Oak Knoll since kindergarten, onto Hillview, and MA. Henrieta and I have been serving the Bay Area as Salon owners for 25 years. Our Menlo Park salon location has served the Bay Area for over 40 years. Please don't let our business die.

We need your help,
Thank you.

Gretchen Schroeder

Agenda item L2

Victor, resident

Hi. Yeah, my name is Victor both here. I live at 1900 Santa Cruz Avenue right across the Holy Cross Cemetery. My concern is that I have seen rats or mice actually coming across from the cemetery towards my house multiple times in the last few weeks early in the morning. I've also noticed them coming across on the side. From the Nineteen Hundred and believes 1910 from their side of the street coming over my pores my home don't know what the city can do about that. But I appreciate maybe if the city can contact Holy Cross and and find out what they can do about the mice coming over to our homes on this set of Santa Cruz. Thank you.