



REGULAR MEETING MINUTES

Date: 12/8/2020

Time: 5:00 p.m.

Regular Meeting Location: Joinwebinar.com – ID# 589-216-979

Regular Meeting (Joinwebinar.com – ID# 589-216-979)

A. Call To Order

Mayor Taylor called the meeting to order at 4:10 p.m.

B. 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

C. Public Comment

None.

D. Presentations and Proclamations

D1. Proclamation: Recognizing State Senator Jerry Hill ([Attachment](#))

Mayor Taylor read the proclamation ([Attachment](#)).

Senator Jerry Hill accepted the proclamation.

D2. Presentation: Ruby Bridges Walk to School Day ([Presentation](#))

Transportation Demand Management Coordinator Nick Yee made the presentation ([Attachment](#)).

D3. Proclamation: Recognizing Henry Pemberton Organ ([Attachment](#))

Mayor Taylor read the proclamation ([Attachment](#)).

E. Consent Calendar

E1. Accept the City Council meeting minutes for November 10, 11, and 17, 2020 ([Attachment](#))

E2. Authorize the city manager to execute a new funding agreement with the Bohannon Development Company for the Chrysler stormwater pump station and adopt Resolution No. 6601 terminating the previous 2017 funding agreement ([Staff Report #20-259-CC](#))

E3. Authorize the Mayor to sign the City's response to San Mateo County's 2019-20 civil grand jury report: "Ransomware: It is not enough to think that you are protected" ([Staff Report #20-256-CC](#))

- E4. Authorize the city manager to terminate a power purchase agreement with Cupertino Electric ([Staff Report #20-260-CC](#))

The City Council discussed options for the outdated solar panels.

- E5. Authorize the city manager to execute a contract amendment with Hello Housing for the administration of below market rate housing programs and loan servicing not to exceed \$145,000 and extend the term of the agreement through January 31, 2021 ([Staff Report #20-257-CC](#))

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

F. Public Hearing

- F1. Conduct rate protest hearing and adopt Resolution No. 6603 to increase solid waste rates for 2021, 2022, 2023, 2024 and 2025 and encumber up to \$1.5 million in the solid waste fund to smooth customer rate increases over the five-year period ([Staff Report #20-264-CC](#)) ([Presentation](#))

Sustainability Manager Rebecca Lucky made the presentation ([Attachment](#)).

Mayor Taylor opened the public hearing.

- Stephen Kerman spoke in support of lower rates for customers with limited income and usage.

Mayor Taylor closed the public hearing.

The City Council discussed rates and tiers.

ACTION: Motion and second (Nash/ Carlton), to adopt Resolution No. 6603 to increase solid waste rates for 2021, 2022, 2023, 2024 and 2025 and encumber up to \$1.5 million in the solid waste fund to smooth customer rate increases over the five-year period, passed unanimously.

G. Regular Business

- G1. Adopt Resolution No. 6605 authorizing implementation of a pilot program between January 1, 2021 and June 30, 2021 to provide financial relief on residents' solid waste and water bills and appropriate \$164,000 from general fund ([Staff Report #20-265-CC](#)) ([Presentation](#))

Sustainability Specialist Joanna Chen made the presentation ([Attachment](#)).

The City Council received clarification on percentage and fixed rate options. The City Council discussed discounts based on container size and on providing additional funding to a third party to assist residents with the cost of utilities to alleviate City administrative costs.

ACTION: Motion and second (Mueller/ Carlton), to adopt Resolution No. 6605 authorizing implementation on pilot program Option No. 1 between January 1, 2021 and June 30, 2021 to provide financial relief on residents' solid waste and water bills, appropriate \$164,000 from the general fund, and provide regular updates to the City Council on the program, passed 4-1 (Nash dissenting).

The City Council took a break at 6:57 p.m.

The City Council reconvened at 7:25 p.m.

- G2. 1) Authorize the city manager to enter into a funding agreement with Real Social Good Investments, LLC 2) adopt Resolution No. 6603 to establish no parking zones on Laurel Street; and 3) approve installation of “No right turn on red when bicycles are present” signs ([Staff Report #20-263-CC](#)) ([Presentation](#))

Associate Transportation Engineer Rene Baile made the presentation (Attachment).

- Katie Behroozi spoke in support of alternative No. 1
- Kim Novella spoke in opposition of the project.
- Adina Levin spoke in opposition of alternative No. 2.

The City Council discussed impacts to organizations that are effected by the removal of parking, public outreach, and bike lanes. The City Council received clarification on the time sensitivity of project and option of returning to the Complete Streets Commission.

ACTION: Motion and second (Mueller/ Combs), to 1) authorize the city manager to enter into a funding agreement with Real Social Good Investments, LLC 2) adopt Resolution No. 6603 to establish no parking zones on Laurel Street; and 3) approve installation of “No right turn on red when bicycles are present” signs Alternative No 1., passed unanimously.

- G3. Adopt Resolution No. 6602 approving the City Council Community Funding Subcommittee’s recommendations regarding the 2020-21 community funding allocation and amending the fiscal year 2020-21 budget ([Staff Report #20-261-CC](#))

Assistant Administrative Services Director Dan Jacobson made the presentation (Attachment).

The City Council discussed City Councilmembers serving and volunteering on various organizations that are on the funding list. The City Council received clarification on how funding was distributed amongst the applicants.

ACTION: Motion and second (Combs/ Carlton), to adopt Resolution No. 6602 approving the City Council Community Funding Subcommittee’s recommendations regarding the 2020-21 community funding allocation and amending the fiscal year 2020-21 budget, passed unanimously.

- G4. Approve outdoor dining grant program ([Staff Report #20-258-CC](#))

[Web form public comment on item G4](#) (Attachment).

Assistant City Manager Nick Pegueros made the presentation.

The City Council discussed temporary verse permanent structures, funding equally across Menlo Park Districts, and specific classifications.

ACTION: Motion and second (Mueller/ Carlton), to approve outdoor dining grant program for up to \$10,000 to include as many restaurants as possible, deemed as essential construction, removal of the full kitchen requirement, not to distribute equally to districts but understand the needs in each, preference to those who

have not received previous grants, return to city council with updates if little to no responses result to the grant in January 2021, authorize the city manager to enter into an agreement with San Mateo County Economic Development Association (SAMCEDA) and San Mateo Credit Union (SMCU) Community Fund for administering the program, and approve the SMCU Community Fund requests an administration fee of \$10,000, passed unanimously.

H. Informational Items

- H1. City Council agenda topics: December 2020 to February 2021 ([Staff Report #20-255-CC](#))
- H2. Transmittal of the comprehensive annual financial report as of June 30, 2020 ([Staff Report #20-262-CC](#))
- H3. Second quarter personnel update ([Staff Report #20-266-CC](#))

I. City Manager's Report

None.

J. City Councilmember Reports

City Councilmember Carlton reported out on the opening of a new electric bicycle business in Menlo Park, the Recology coat drive, and Peninsula Clean Energy (PCE) grants for electric cars.

City Councilmember Nash reported out on the opening of a new exercise business in Menlo Park and on the amenities list subcommittee.

City Councilmember Mueller reported out on an upcoming item for City Council consideration regarding the creation of an equity stakeholders group and on the holiday tree lighting in Fremont Park and at the Onetta Harris Community Center.

Mayor Taylor reported out on the Bayfront homelessness subcommittee.

K. Adjournment

Mayor Taylor adjourned the meeting at 10:22 p.m.

Judi A. Herren, City Clerk

These minutes were approved at the City Council meeting of January 12, 2021.

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/publiccommentDecember8*
 - Record a comment or request a call-back when an agenda topic is under consideration:
Dial 650-474-5071*
 - Access the regular meeting real-time online at:
joinwebinar.com – Regular Meeting ID 589-216-979
 - Access the regular meeting real-time via telephone (listen only mode) at:
(631) 992-3221
Regular Meeting ID 832-723-150 (# – no audio pin)
*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.

PROCLAMATION

State Senator Jerry Hill

WHEREAS; the tenure of the Honorable Jerry Hill with the California State Senate is drawing to a close following 12 years of dedicated service in the California State Legislature, and nearly 30 years in public service; and

WHEREAS; Senator Hill was first elected to the California State Senate in 2012 as the representative of the 13th Senatorial District after having served as representative of the 19th Assembly District from 2008 to 2012, as well as serving as a member of the San Mateo County Board of Supervisors from 1998 to 2008 and of the San Mateo City Council from 1991 to 1998; and

WHEREAS; over his 12 years of service in the California State Legislature and on numerous Committees and Commissions, Senator Hill's legislative accomplishments include more than 150 signed bills and resolutions that address a vast array of issues important to the governmental agencies, businesses, and residents in the district; and

WHEREAS; the legislation championed, authored and organized by Senator Hill, which focused on consumer safety and protection, education, coastal access, government accountability, public utilities, transparency in law enforcement, among many other issues, reflects his deep compassion for and commitment to the safety, wellbeing, and quality of life of his constituency; and

WHEREAS; through his tireless commitment to public service, Senator Hill leaves an enduring legacy on the City of Menlo Park, the County of San Mateo, and the State of California.

NOW THEREFORE, BE IT PROCLAIMED that I, Cecilia Taylor, Mayor of the City of Menlo Park, on behalf of the City Council, do hereby honor and pay tribute to State Senator Jerry Hill, and thank him for his many years of public service and wish him happiness and success in his future endeavors.

DocuSigned by:

Cecilia Taylor

4A373F6C54BE48A...

Cecilia Taylor, Mayor

December 8, 2020



RUBY BRIDGES WALK TO SCHOOL DAY

City Council Presentation, December 8, 2020



AGENDA

- Introduction
- Participation Statistics
- Community Photos





INTRODUCTION

- Ruby Bridges Walk to School Day (RBWSD) celebrates the bravery of Ruby Bridges
- She became the youngest icon of the civil rights movement at the age of six
- She helped integrate schools in New Orleans, Louisiana in 1960

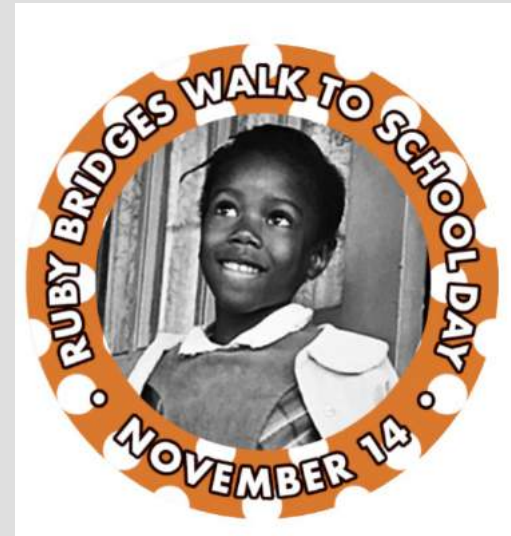


Photo courtesy of San Mateo County
Office of Education



HISTORY MADE



- 1954 Supreme Court case *Brown v. Board of Education* ruled racial segregation in schools to be unconstitutional

- New Orleans schools delayed integration
 - Mandate to have two schools integrated on November 14, 1960
 - Six African-American students, including Bridges, chosen

- Ruby Bridges integrated William Frantz Elementary School
 - Bridges was the only one of her group of three to integrate that day
 - She was escorted by federal marshals on her walk to school



PURPOSE



- RBWSD has come to symbolize:
 - The fight it took to gain equality, integration, and community
 - Independence of children through walking

- Martin Elementary School (South San Francisco)
 - Ms. Carlino’s fifth grade class celebrated RBWSD in 2018, began countywide movement
 - In 2019, San Mateo County Board of Education declared November 14 to be hence forth known as RBWSD in the County

RUBY BRIDGES WALK TO SCHOOL DAY 2019



- Celebrated on November 14, 2019 by students from Beechwood and Belle Haven Schools





RUBY BRIDGES WALK TO SCHOOL DAY 2019



- Special thanks to the community partners who made this event possible:
- Boys and Girls Club of the Peninsula
- Café Zoë
- City/County Association of Governments of San Mateo County
- Mayor Cecilia Taylor
- Parents for Safe Routes/Jen Wolosin
- Safe Kids Santa Clara/San Mateo
- San Mateo County Office of Education Safe Routes to School
- Stanford Children's Health



RUBY BRIDGES WALK TO SCHOOL DAY 2020



- Menlo Park Safe Routes to School Coordinator worked with schools to promote RBWSD on November 18, 2020
 - Valuable lessons for students on equality, walking/healthy lifestyles
 - Many thanks to school administrators, teachers, parents to coordinate at each school

- Confirmed 2020 participation from 7 schools:
 - Encinal, La Entrada, Las Lomas, Laurel, Menlo-Atherton, Oak Knoll, TIDE

- Goal is to make RBWSD an annually celebrated event in Menlo Park at all schools, both in the classroom and on the streets



BY THE NUMBERS

- 7 confirmed schools with 180 students participating
 - 32 classes comprised of Grades K, 1, 2, 3, 4, 5, 9

- Walking 'to school': 134 students
 - 94 students from in-person learning
 - 40 students from distance learning

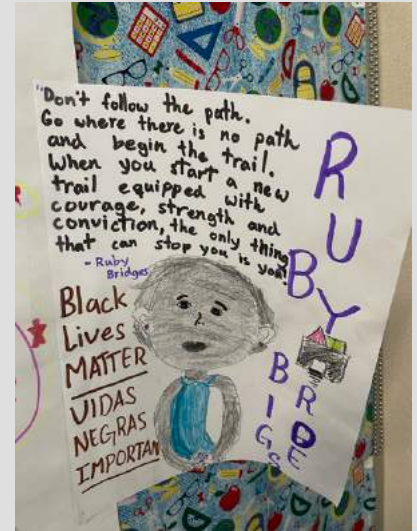
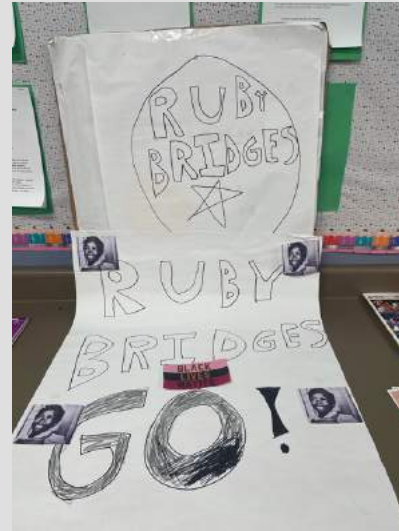
- Rolling 'to school': 46 students
 - 30 from in-person learning
 - 16 from distance learning



2020 RUBY BRIDGES WALK TO SCHOOL DAY PICTURES



- Laurel School: Ms. Montoya's third grade class:





2020 RUBY BRIDGES WALK TO SCHOOL DAY PICTURES



- Laurel School: Ms. Montoya's third grade class:





COMMUNITY SUBMITTED PICTURES





COMMUNITY SUBMITTED PICTURES





COMMUNITY SUBMITTED PICTURES





THANK YOU

Proclamation

RECOGNIZING HENRY PEMBERTON ORGAN

WHEREAS, the longevity of life is a blessing for an individual and for a community which benefits from the wisdom, knowledge and experiences that this individual brings to all; and

WHEREAS, Henry Pemberton Organ was born in Marshall, Texas in 1930. His educator grandparents, Henry and Norella Pemberton, were the first graduates of Wiley College in 1889, the first and only HBU in the area at that time; and

WHEREAS, Henry Pemberton Organ attended Bishop College in Marshall, Texas in the early 50's and has spent his entire life as an educator and civil rights activist; and

WHEREAS, Henry Pemberton Organ lives in Menlo Park, not far from Stanford University where he worked for decades as a Development Director for the university's foundation to provide support and scholarships for students; and

WHEREAS, supporting social justice and equal rights, Henry Pemberton Organ has been retired for years, but still gets up early morning and puts in a full-day, working on committees that seek to overturn the death penalty in California; and

WHEREAS, Henry Pemberton Organ also serves on the Board of Directors for Girls to Women, a charitable non-profit, in the East Palo Alto area which assists minority, low-income girls with their education; and

WHEREAS, Henry Pemberton Organ is very involved in his church community and has served many local charities over the years; and

WHEREAS, Henry Pemberton Organ lives independently and zooms regularly with his many nieces and nephews; and

WHEREAS, Henry Pemberton Organ will be 90 years old on December 4, 2020. He has been an active, community-involved, resident of Menlo Park for more than 40 years and the conscious of the Stanford and respected among the Stanford University Community.

NOW, THEREFORE, BE IT PROCLAIMED that I, Cecilia Taylor, Mayor of the City of Menlo Park, do hereby recognize and gratefully acknowledge Henry Pemberton Organ on his 90th Birthday. May happiness, good health, and much joy follow you in the years to come.



DocuSigned by:

Cecilia Taylor

4A373F6C54BE48A...

Cecilia Taylor, Mayor
December 2, 2020

The background of the slide is a scenic landscape photograph of a wetland area. A winding waterway flows through the scene, surrounded by green hills and a blue sky with large white clouds. The foreground shows some reeds and grasses. The text is overlaid on a semi-transparent blue banner across the middle of the image.

PROPOSITION 218 HEARING TO ADOPT GARBAGE RATE INCREASES

Rebecca Lucky, Sustainability Manager
Garth Schultz, R3 Consulting Inc



STAFF RECOMMENDATION

1. Conduct a Proposition 218 hearing
2. Adopt garbage rate increases for calendar years 2021-2025
3. Earmark \$1.5 million from the solid waste fund balance to smooth customer rate increases
 - Reduces noticed rate increase of \$9 per month to \$5.50 per month for small cart customers



PROPOSITION 218 PROTESTS

- 20,863 notices were mailed in October
- If a majority of property owners protest the rate increases, the City Council cannot increase rates (10,432)
 - 28 protests have been received and can continue to be received until the public hearing is closed
- Protest comments:
 - Small cart increases will reduce the incentive to reduce, recycle and compost
 - Large cart customers rates should be increased more than small cart customers
 - Requests for a tiered rate system based on waste generated
 - Do not increase rates for financially constrained customers
 - Reduce frequency of pick-ups to save on costs



THANK YOU



SOLID WASTE AND WATER RATE ASSISTANCE PROGRAM

Pilot program



COUNCIL DIRECTION

To adopt a resolution authorizing:

- Implementation of a pilot program between January 1, 2021 and June 30, 2021;
- To provide financial relief on residents' solid waste and water bills; and
- Appropriate \$164,000 from the unassigned fund from general fund



A photograph of a street scene. In the foreground, there are green plants with red flowers. In the background, a building has a brown oval sign that says "harvest" and a red circular sign that says "TABAC". Further down the street, there are outdoor tables and chairs. The scene is brightly lit, suggesting daytime.

BACKGROUND



RATE ASSISTANCE PROGRAM



- Provide financial relief to help residents pay for their basic living expenses, such as medical, housing, and utilities
 - Examples: Medicaid/Medi-Cal, Supplemental Security Income, Low-Income Home Energy Assistance Program (LIHEAP), and National School Lunch Program
- Local jurisdictions offer different discount options for their utility services ranging from 10 percent to 50 percent



PROGRAM QUALIFICATION



- Common rate assistance program qualification is:
 - If someone in the households is enrolled in a public assistance program; or
 - If the households meets the program’s income guidelines

- Examples:
 - California Water (Cal Water)’s low-income rate assistance program
 - Lists PG&E CARE program as one of the eligible assistance programs and has its own household income guideline to follow
 - Recology San Francisco and City of San Carlos
 - Only use PG&E CARE program as the enrollment qualification for their discount program



PG&E CARE PROGRAM



- Offers monthly minimum of 20 percent discount on gas and electricity
- Any PG&E customer is eligible for this program
 - If a landlord bills the tenant/applicant directly for gas and electricity, the applicant is considered as a “sub-metered” customer. He/she may still be eligible.
- Program qualification:
 - If someone in the households participates in a public assistance program; or
 - If the household income meets the CARE program income guidelines

A photograph of a street scene in Menlo Park. In the foreground, there are green plants with red flowers. In the background, a building has a brown oval sign that says "harvest" and a red circular sign that says "TABAC". There are also some outdoor chairs on the sidewalk.

CITY OF MENLO PARK RATE ASSISTANCE PROGRAM



PROJECT TIMELINE

August 25

- Provided direction to pursue a 20 percent discount program for solid waste

September 8

- Expressed support for a discount for Menlo Park Municipal Water customers

October 13

- Approved Proposition 218 mailing for solid waste rates inclusive of a \$500,000 subsidy

November 17

- Approved a five-year subsidy of \$1.5 million
- \$0.5M to help reduce rates for all solid waste customers (2021)
- \$1.0M to smooth rates for 20-gallon and 32-gallon customers from 2022-2025



OPPORTUNITIES

- For residents who generally face financial hardships and those specifically affected by COVID-19 to:
 - Enroll in PG&E CARE to receive discounts on their gas and electricity bills
 - Receive discounts on their solid waste (Recology) and water (Menlo Park Municipal Water) bills, if applicable
- Anticipates 975 households participants



PROGRAM QUALIFICATION



- Pilot program for the next 6 months from January 1, 2021 to June 30, 2021 by using the PG&E CARE program as an enrollment qualification.

- Criteria to receive solid waste and water discount:
 - Must be enrolled in PG&E CARE program and show enrollment verification; and
 - Submit most recent Recology and Menlo Park Municipal Water bills



SOLID WASTE RATE COMPARISON

- 20 percent monthly discount, which is comparable to PG&E CARE program discount rate
- Table compares the 2020 solid waste rates to 2021 proposed rates with no discount and with 20 percent discount

Garbage container size (gallon)	2020 rates	2021 proposed rates with no discount	2021 proposed rates with 20% discount	Savings with 20% discount
20	\$22.81	\$28.31	\$22.65	\$0.16
32	\$31.14	\$36.54	\$29.23	\$1.91
64	\$63.73	\$63.97	\$51.18	\$12.55
96	\$91.46	\$91.46	\$73.17	\$18.29





SOLID WASTE DISCOUNT SUMMARY



- Total estimated cost to the City is approximately \$49,000, which does not include the program administration costs.

- Other San Francisco Bay Area communities offer monthly solid waste discounts ranging from 10 percent to 25 percent.
 - City of San Carlos offers 10 percent discount;
 - City of Emeryville offers 12.5 percent discount; and
 - Recology San Francisco offers 25 percent discount.

- Another option is to offer a fixed discount amount like City of Santa Clara who offers \$3 per month discount for its solid waste customers.



WATER DISCOUNT



- Only apply to qualified Menlo Park Municipal Water customers
- A fixed monthly discount rate to be equivalent to 50 percent of the 5/8-inch meter service charge (approximately \$14).
 - Start simultaneously with the solid waste rate discount on January 1
- Total estimated cost to the City is approximately \$82,500, which does not include the program administration costs.





ALTERNATIVE OPTIONS



1. Phased approach

- Start solid waste discount on January 1, 2021 and water discount on July 1, 2021
 - Allows more time to consider approaches to implement the water discount

2. One-time financial assistance

- Suggest an amount between \$48 to \$60, which is approximately \$8 to \$10 discount (or 10 to 35 percent discount) a month
- Gives more immediate financial relief to residents as opposed to a monthly discount

3. Forgo a rate assistance program



SUMMARY OF THE PROGRAM OPTIONS

- To serve 975 qualified households for six months

	Option 1: Solid waste and water pilot program	Option 2: Phased approach	Option 3: One-time financial relief
Administrative	\$32,175	\$32,175	\$32,175*
Solid waste	\$49,302.18	\$49,302.18	\$46,800 - \$58,500
Water	\$82,514.25	-	-
Total	\$163,991	\$81,477.18	\$78,975 - \$90,675

*May incur additional cost



RECOMMENDATION



- Adopt Resolution No. 6605 authorizing implementation of a pilot program between January 1, 2021 and June 30, 2021
 - To provide financial relief on residents' solid waste and water bills
 - Monthly solid waste discount: 20 percent of the 2021 proposed rates (approximately \$6 – \$18)
 - Monthly water discount: 50 percent of 5/8-inch meter service charge (approximately \$14)

- Appropriate \$164,000 from unassigned fund from the general fund

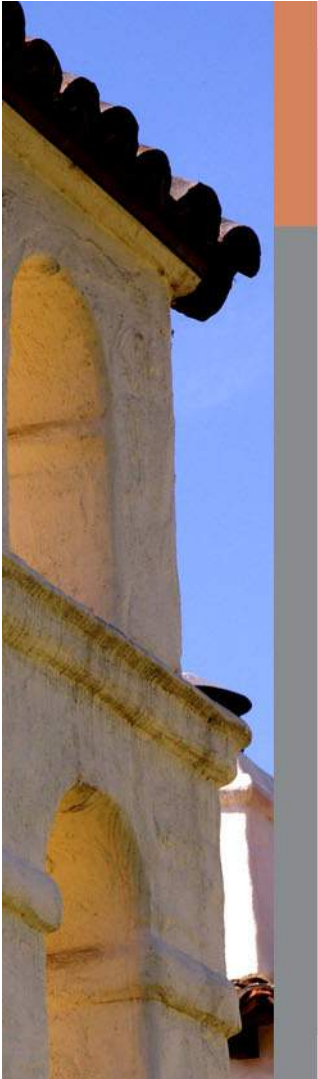


THANK YOU

A photograph of a brick building with a gabled roof and decorative brackets under the eaves. The building is illuminated from within, and the sky is a deep blue. A green horizontal bar is overlaid on the image, containing the title text.

RAVENSWOOD AVENUE-LAUREL STREET INTERSECTION IMPROVEMENTS

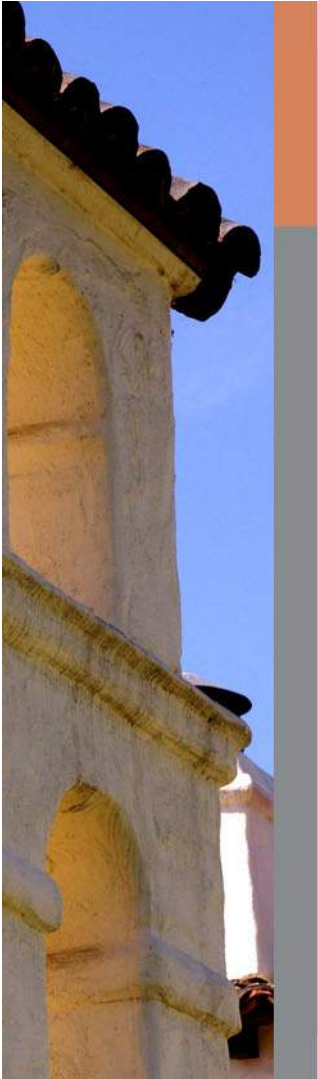
DECEMBER 8, 2020



Agenda

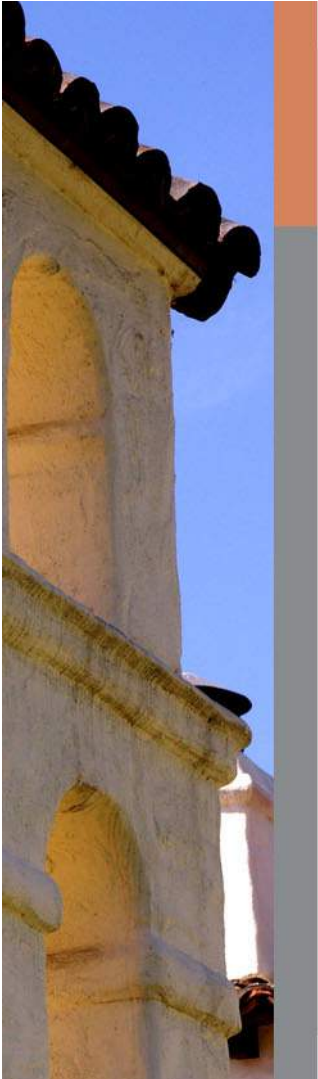
- Station 1300/Springline project
- Funding agreement
- No parking restriction on Laurel Street
- No right turn on red when bicycles are present sign
- Alternative I vs. Alternative II
- Staff recommendations





Existing Intersection Layout





Station 1300/Springline Project

- Mixed-use project located at 1300 El Camino Real near the intersection of El Camino Real and Oak Grove Avenue and near Caltrain
- Construction commenced in spring 2018 and will be completed in 2022
- Environmental Impact Report (EIR) - potentially significant impact on the intersection of Ravenswood Avenue and Laurel Street
- Requirements need to be met prior to occupancy such as completing the mitigation measures



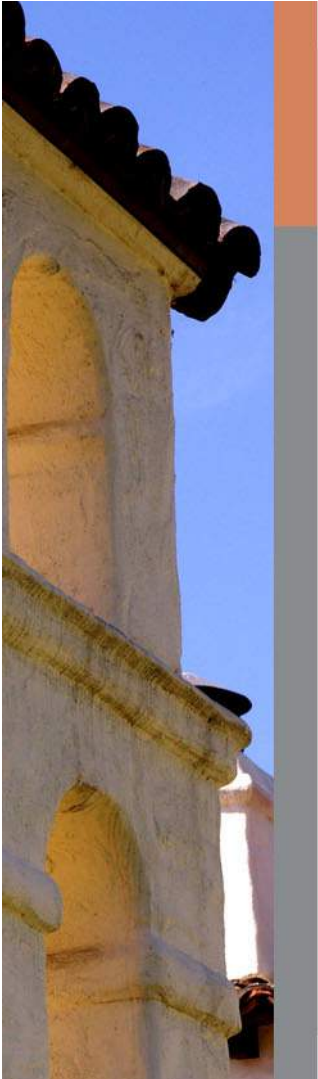
STATION 1300 EIR MITIGATION MEASURE



TRA-1.1 Improvements to Address Near-Term 2020 plus-Project Effects. Operations at Ravenswood Avenue/Laurel Street (#11) could be improved by reconfiguring the southbound Laurel Street approach to have a left-turn lane and a shared through/right-turn lane.

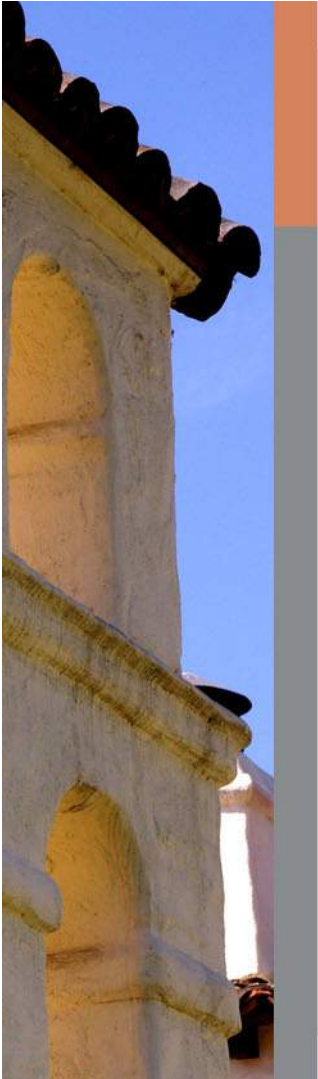


NEAR TERM (2020) PLUS PROJECT CONDITIONS
CUMULATIVE (2040) PLUS PROJECT CONDITIONS
RAVENSWOOD AND LAUREL



Funding Agreement

- Station 1300/Springline Project Scope of Work: southbound approach lane reconfiguration and modification of two existing signal poles and signal heads attached to these poles.
- City's Scope of Work: Signal equipment upgrade/modernization and northbound approach addition of bike lane.
- Real Social Good Investments, LLC – administering the Station 1300/Springline Project
- City - the construction contract administrator.
- Real Social Good Investments, LLC to reimburse the City for its share of construction costs including contract administration and inspection



No Parking Restriction on Laurel Street





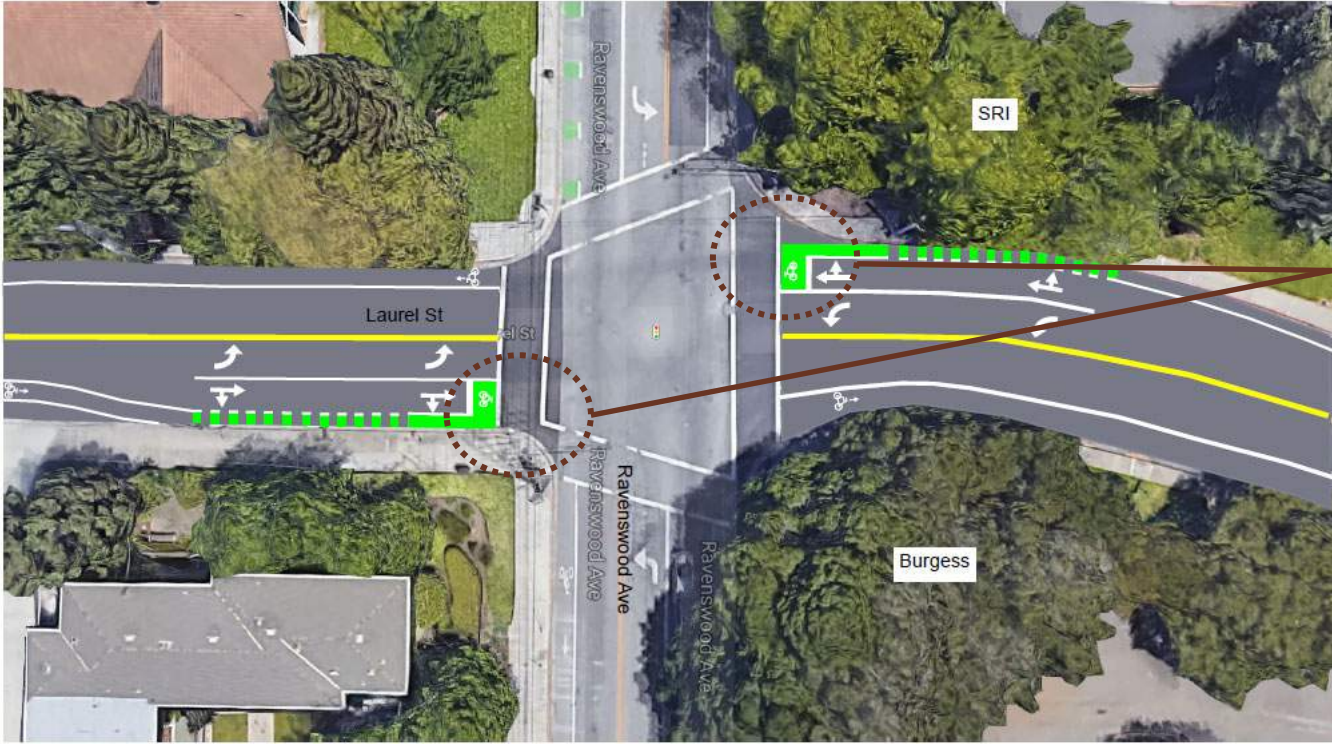
No right turn on red when bicycles are present



**SB Hamilton
Ave. at Willow
Rd.**



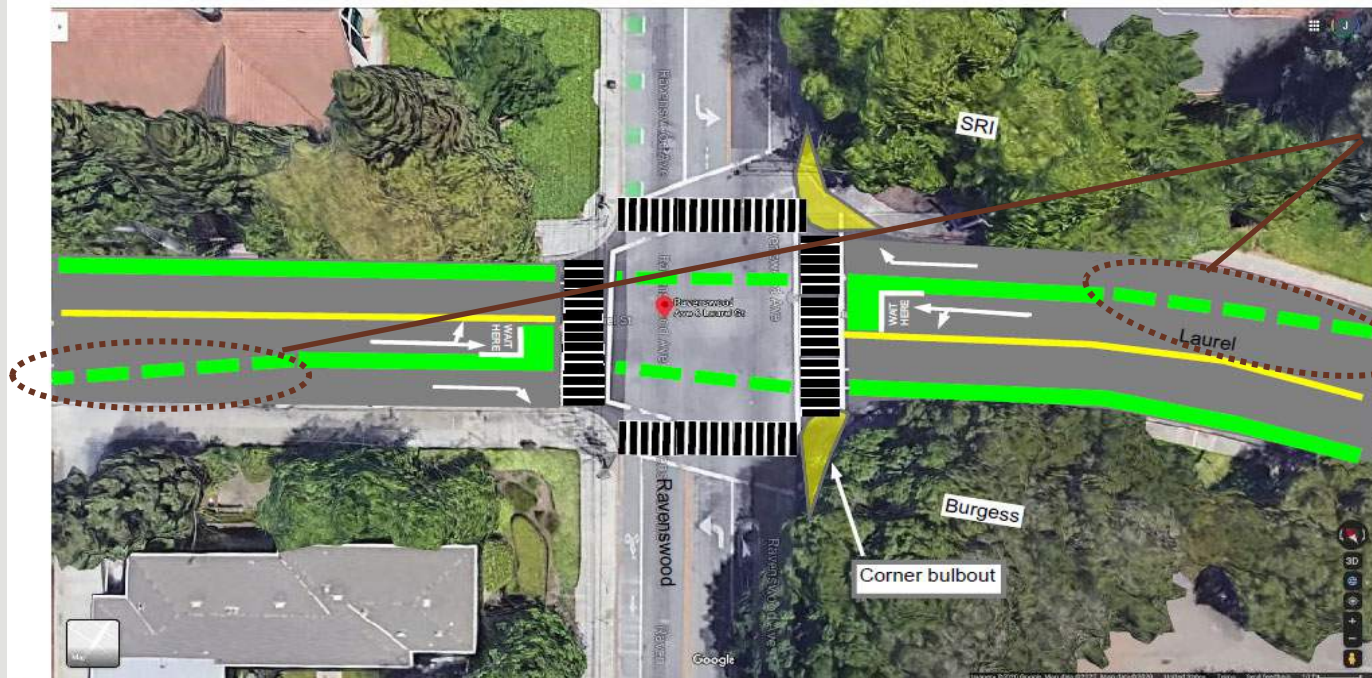
Alternative I



**Bike/car
conflict
points**



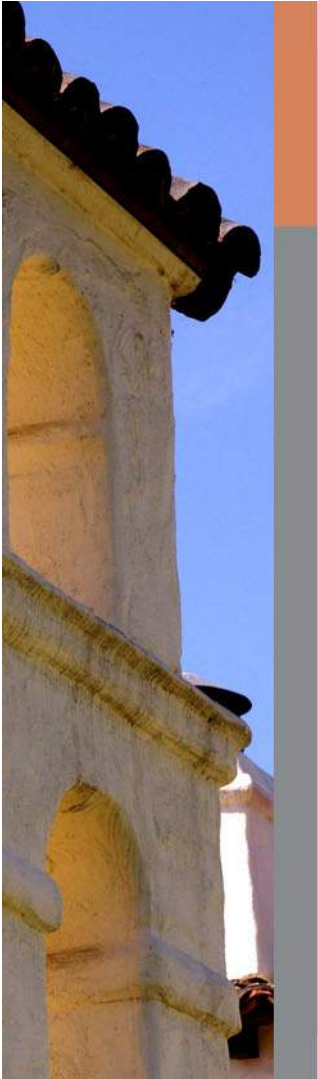
Alternative II



Bike/car
conflict points

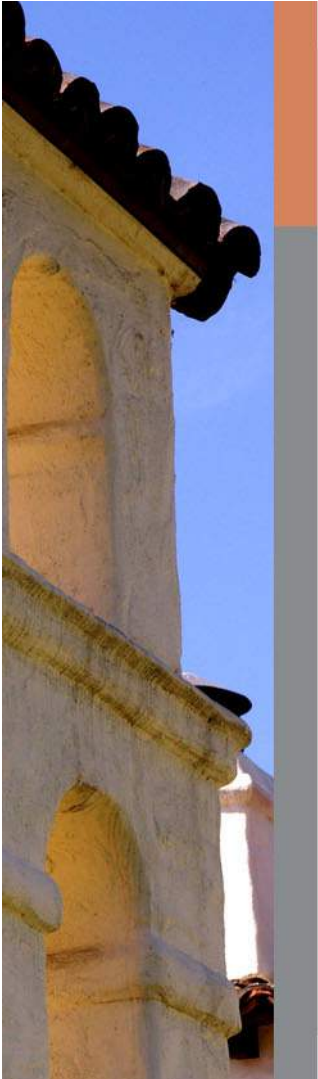
Includes:

1. Bike boxes
2. Corner bulbouts (pilot implementation using paint and plastic bollards)
3. Ladder crosswalks
4. Countdown clocks with leading pedestrian interval
5. Dashed bike lane markings across intersection



NACTO Urban Bikeway Design Guidance

- Recommends both Alternatives I and II as safe “bike through bike lane’ treatments’ which do the following:
 - Enables bicycles to position themselves safely relative to the vehicular lanes.
 - Reduces conflicts between turning vehicles and bicycle through traffic
 - More predictable bicyclist and motorists and bicycle through traffic
 - Alert motorists to merging bicycle traffic
 - Appropriate location for motorists to merge safely across the bike lane



Level of Service Analysis Results- 2022 Conditions (PM Peak Hour)

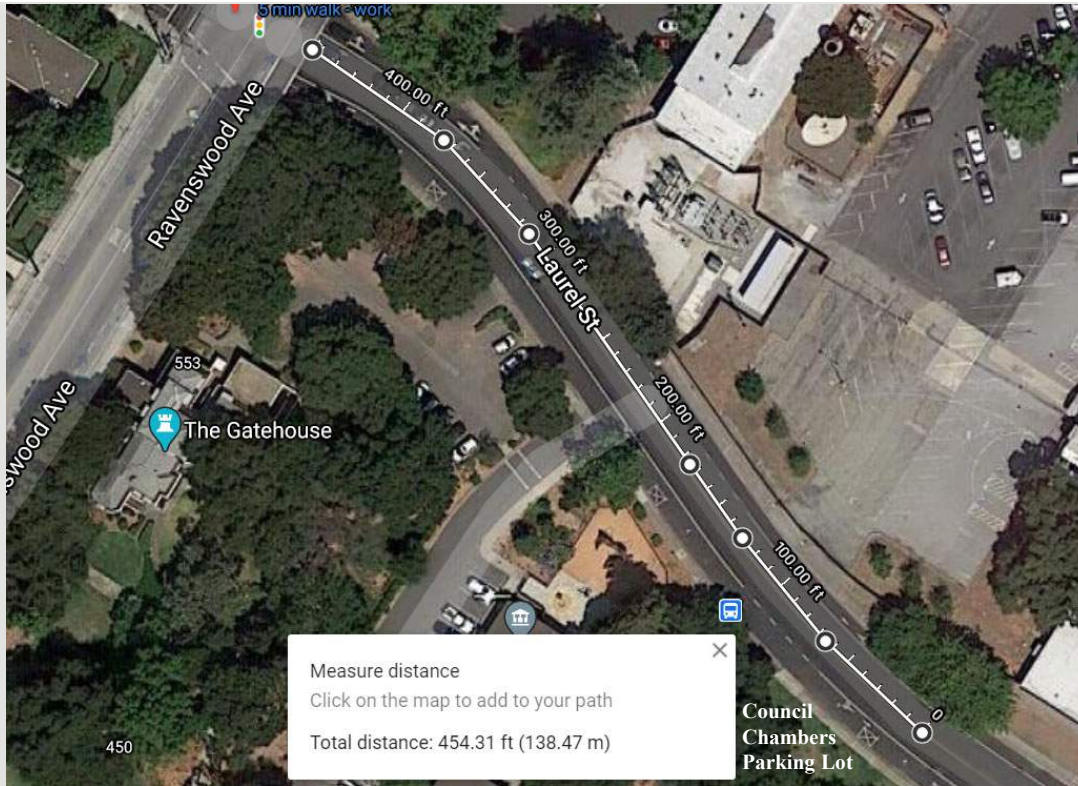
	Alternative I	Alternative II
Approach Delay and LOS (NB)	47.8 seconds D	67.4 seconds E
Queue Length (veh.) (NB)	14	23

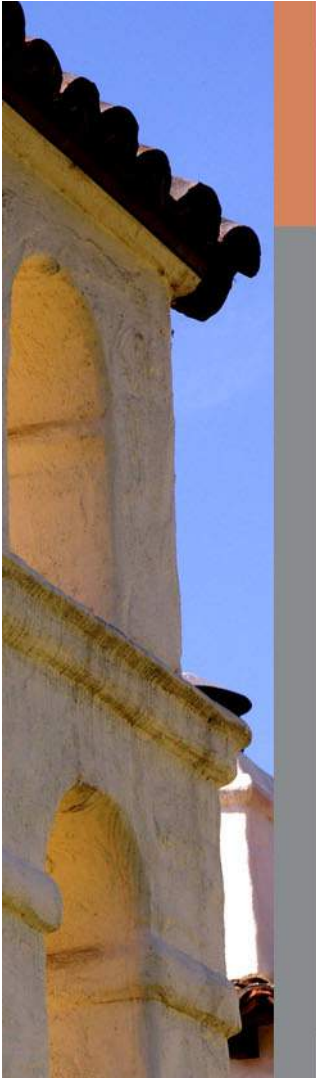


Queue Length 2022 Conditions-NB (PM)



Alt. II





Staff's Recommendations

- Authorize City Manager to enter into funding agreement with Real Social Good Investments, LLC
- Approve Resolution No. 6603 to establish no parking zones on the west side of Laurel Street
- Approve the installation of No Right Turn on Red when bicycles are present sign
- Approve Alternative I as the intersection design layout



THANK YOU



December 7, 2020

Dear Members of the City Council,

Yesterday afternoon, Fran Dehn kindly informed us that there may be an opportunity to participate in the outdoor dining grant program. I read through the Staff Report and wanted to make sure that we would be eligible to submit an application, since we've already been through the permitting, building, and approval process.

We have invested approximately \$28,000 in our outdoor dining space since receiving approval to build our parklet. This includes the construction of the new patio, additional tables and chairs, and countless propane heaters to keep our customers warm. As we've discussed previously in City Council meetings and with the Chamber of Commerce in our Downtown Business Alliance meetings, business has suffered since the beginning of the pandemic and we expect our year to end at a 60% loss, if we can manage to make it through a devastating holiday season with continued outdoor seating. If we move back to a to-go only model, the losses will be far greater. We are very grateful for the support of the City Council and Chamber and appreciate that we didn't have additional permit fees to complete the work we did, but we would absolutely appreciate any assistance with the costs we've incurred to remain doing business.

Our PPP loan was very helpful in the beginning to cover our payroll costs, however, it has not been 100% forgiven and we will begin making monthly payments next month. While we have been fortunate to remain open for outdoor dining in the latest version of the new stay-at-home order, we may be days away from returning to a to-go only model, which makes it almost impossible to generate the revenue we need to afford basic expenses. We have kept every member of our staff continuously working since the beginning of the pandemic, creatively repurposing them in different positions to keep them employed. We are offering delivery, family-style meals, and special holiday menus, but we are out of resources. Our fixed expenses remain the same, we've invested money to keep business running during a time when we need to be conscious of every penny spent. We are trying to remain positive that this will end soon and financial assistance would be incredibly helpful in allowing us to continue serving the community and keeping Menlo Park a vibrant downtown.

We'd like to submit an application for the business grant program and look forward to your assistance with the process. Thanks for your consideration and we hope to remain part of the Menlo Park community for many years to come.

Sincerely,

A handwritten signature in black ink, appearing to read "Ali El Safy", written over a light blue circular stamp.

Ali El Safy