



**SPECIAL MEETING MINUTES**

**Date: 12/15/2020**

**Time: 5:00 p.m.**

**Special Meeting Location: Joinwebinar.com – ID# 959-575-707**

**Special Session (Joinwebinar.com – ID# 959-575-707)**

**A. Call To Order**

Mayor Taylor called the meeting to order at 5:07 p.m.

**B. Roll Call**

Present: Carlton, Combs, Mueller, Nash, Taylor

Absent: None

Staff: City Manager Starla Jerome-Robinson, Interim City Attorney Cara Silver, City Clerk Judi A. Herren

**Presentations and Proclamations**

State of the City

Mayor Taylor made the presentation.

**C. Consent Calendar**

C1. Transmittal of the annual report on the status of the transportation impact, storm drainage, recreation in-lieu, below market rate housing in-lieu, and construction impact fees collected as of June 30, 2020 ([Staff Report #20-254-CC](#))

C2. Adopt Resolution No. 6579 declaring the canvass of votes cast and results of the General Municipal Election held in the City of Menlo Park November 3, 2020 ([Staff Report #20-267-CC](#))

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

**D. Regular Business**

D1. Recognition of outgoing City Councilmember

- Pamela Jones spoke in appreciation of City Councilmember Carlton’s service to the City.
- Ragnda Karajah spoke in appreciation of City Councilmember Carlton’s service to the City.
- Lynne Bramlett spoke in appreciation of City Councilmember Carlton’s service to the City.
- Assemblymember Marc Berman spoke in appreciation of City Councilmember Carlton’s service to the City.
- Millbrae City Councilmember Gina Papan spoke in appreciation of City Councilmember Carlton’s service to the City.
- Laurence Ainouz spoke in appreciation of City Councilmember Carlton’s service to the City.

Mayor Taylor read the proclamation (Attachment).

City Councilmember Carlton accepted the proclamation.

D2. Recognition of outgoing Mayor

[Web form public comment received on item D2.](#) (Attachment).

- Julie Shanson commended Mayor Taylor on her term as Mayor.
- Millbrae City Councilmember Gina Papan commended Mayor Taylor on her term as Mayor.
- Josie Gaillard commended Mayor Taylor on her term as Mayor.
- Lynne Bramlett commended Mayor Taylor on her term as Mayor.
- Café Zoe owners Zoe and Cathleen commended Mayor Taylor on her term as Mayor.
- Pamela Jones commended Mayor Taylor on her term as Mayor.

Vice Mayor Combs read the proclamation (Attachment).

Mayor Taylor accepted the proclamation.

D3. Swearing in City Councilmembers

City Clerk Judi A. Herren introduced the item.

Gabe, Naomi, and Johan Wolosin administered the oath of office to City Councilmember Wolosin.

Kristen Shima, Max and Elle Mueller administered the oath of office to City Councilmember Mueller.

D4. Selection of the 2021 Mayor and Vice Mayor ([Staff Report #20-268-CC](#))

City Clerk Judi A. Herren introduced the item.

**ACTION:** Motion and second (Taylor/ Wolosin), to appoint Drew Combs as Mayor, passed unanimously.

**ACTION:** Motion and second (Mueller/ Wolosin), to appoint Betsy Nash as Vice Mayor, passed unanimously.

D5. Appoint City Council representatives and alternates to various local and regional agencies and as liaisons and members to City Council advisory bodies ([Staff Report #20-271-CC](#))

City Clerk Judi A. Herren introduced the item.

The City Council discussed the Bay Area Water Supply and Conservation Agency (BAWSCA) term limited to currently appointed City Councilmembers.

**ACTION:** Motion and second (Nash/ Taylor), to make appointments as representatives and alternates to various local and regional agencies and as liaisons and members to City Council advisory bodies, passed unanimously (Attachment).

D6. Appoint City Councilmembers to various standing and ad hoc subcommittees, disband inactive ad hoc subcommittees, and direct a review of ad hoc subcommittee objectives and estimated duration

([Staff Report #20-272-CC](#))

City Clerk Judi A. Herren introduced the item.

**ACTION:** Motion and second (Wolosin/ Combs), to make appointments to various standing and ad hoc subcommittees, disband inactive ad hoc subcommittees, and direct a review of ad hoc subcommittee objectives and estimated duration, passed unanimously (Attachment).

- D7. Provide direction to the City's voting delegate regarding regional vacancies for the next City Selection Committee meeting December 18, 2020 ([Staff Report #20-269-CC](#))

City Clerk Judi A. Herren introduced the item.

**ACTION:** Motion and second (Mueller/ Nash), to select Mayor Combs as the City's voting delegate regarding regional vacancies for the next City Selection Committee meeting December 18, 2020, passed unanimously.

- D8. Introduction and first reading of Ordinance No. 1074 amending Ordinance No. 924, modifying the City Council's regular meeting schedule and adoption of 2021 City Council meeting schedule ([Staff Report #20-270-CC](#))

Interim City Attorney Cara Silver introduced the item.

The City Council discussed the proposed meeting calendar and directed staff to retain the April 13, 2021 meeting and remove the April 20, July 27, and August 10, 2021 meetings. The City Council also requested that breaks and closed session times be agendized.

**ACTION:** Motion and second (Nash/ Taylor), to introduce and complete the first reading of Ordinance No. 1074 amending Ordinance No. 924, modifying the City Council's regular meeting schedule and adoption of 2021 City Council meeting schedule, passed unanimously.

## E. City Manager's Report

City Manager Starla Jerome-Robinson reported on relaxed parking enforcement from December 12, 2020 through January 4, 2021, the upcoming Youth Advisory Commission meeting on December 17, and the opening of the police chief recruitment.

## F. City Councilmember Reports

City Councilmember Wolosin reported on the exciting transition from a member of the public to a City Councilmember.

## G. Adjournment

Mayor Combs adjourned the meeting at 7:59 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/publiccommentDecember15](https://menlopark.org/publiccommentDecember15)\*
  - Record a comment or request a call-back when an agenda topic is under consideration:  
Dial 650-474-5071\*
  - Access the special meeting real-time online at:  
[joinwebinar.com](https://joinwebinar.com) – Special Meeting ID 959-575-707
  - Access the special meeting real-time via telephone (listen only mode) at:  
(562) 247-8422  
Special Meeting ID 212-231-354 (# – 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](https://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](https://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](https://menlopark.org/agenda)).

According to City Council policy, all 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

## EXPRESSING THE CITY OF MENLO PARK'S APPRECIATION TO CATHERINE CARLTON

**WHEREAS**, Catherine Carlton was elected to the City Council in 2012 and reelected in 2016, was selected as Mayor Pro Tem for 2014, and served as Mayor for 2015; and

**WHEREAS**, Catherine Carlton served with distinction, representing the city on dozens of local, regional and statewide committees, including Peninsula Clean Energy, C/CAG, League of California Cities Environmental and Public Safety policy committees, serving as president of the League's LGBTQ caucus, among countless others; and

**WHEREAS**, Catherine Carlton was also a champion of small businesses as evidenced by her support for the responsible redevelopment of the El Camino Real corridor, her outreach to the many restaurants and shops that make Downtown Menlo Park special, and her efforts to preserve and enhance Santa Cruz Avenue throughout the COVID-19 pandemic by adapting the city's policies to support local business; and

**WHEREAS**, Catherine Carlton and the City Council adopted major planning and development initiatives that will impact our community for decades to come, including the ConnectMenlo General Plan Update, the city's ambitious reach codes, building electrification and electric vehicle charging requirements, an updated Climate Action Plan with the goal to be carbon neutral by 2030, the Transportation Master Plan and its multimodal approach to improve the quality of life of Menlo Park residents, an updated Housing Element, housing policies for accessory dwelling units and density near transit; and

**WHEREAS**, Catherine Carlton is known statewide as an ardent supporter of social justice, working to end human trafficking, domestic violence, bullying and discrimination; and

**WHEREAS**, Catherine Carlton worked to open our community to historical, cultural and business opportunities by supporting the work of the Sister City Committee to foster friendship and sister city relationships, including agreements with cities in Ireland, Japan, India and China; and

**NOW, THEREFORE, BE IT PROCLAIMED** that the City of Menlo Park extends its heartfelt appreciation to Catherine Carlton for her years of leadership, dedication and service to the Menlo Park community.

DocuSigned by:  
*Cecilia Taylor*  
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Cecilia Taylor, Mayor  
December 15, 2020

Agenda item D2  
Marti Hunter

Cecilia,

Thank you for all that you have done and continue to do for the Belle Haven community, as well as Menlo Park at large. I applaud your commitment, conviction, and authenticity in all that you do when making decisions even in the face of adversity. I hope you are proud of what you have accomplished so far, knowing you have more to do. Congratulations!

Marti & Cassandra

## Agenda item D2 Cameron Williams

Hey Auntie, just wanted to let you know that I am very of all you've done for Menlo Park. I wish you all the best going into this next chapter of your career!  
Love Nephew, Cam

# Proclamation

## HONORING MENLO PARK MAYOR CECILIA TAYLOR

**WHEREAS**, Cecilia Taylor was first elected to the City Council in 2018, was selected as Mayor Pro Tem for 2019 and served as Mayor in 2020; and

**WHEREAS**, Mayor Taylor has demonstrated a dedication and fortitude in leading the city as mayor during the COVID-19 pandemic, in the face of uncertainty, and while pushing for enhanced communication, collaborative solutions and equity for all; and

**WHEREAS**, Mayor Taylor worked to secure Menlo Park's dedication of \$100,000 in funds to help those in need pay for rent, food, utilities and other necessities through a partnership with Samaritan House, the creation of programs to support local businesses suffering due to the ongoing pandemic, and a rate assistance pilot program that will help solid waste and water customers make ends meet in the face of rising costs; and

**WHEREAS**, Mayor Taylor successfully advocated for environmental justice, adopting the city's ambitious Climate Action Plan, raising awareness about the threat of sea level rise, adopting a Transportation Master Plan to address impacts of traffic on safety and the quality of life of Menlo Park residents, lobbying for and achieving the installation of air quality monitors by the County of San Mateo and noise monitors through the SFO Roundtable; and

**WHEREAS**, Mayor Taylor presided over what is likely the most city council meetings in one year in recent memory, called for and served on numerous subcommittees to address important issues such as development, homelessness and a new multigenerational community campus; and

**WHEREAS**, Mayor Taylor demonstrated her commitment to serving all of Menlo Park by making herself available and accessible to all through virtual town hall meetings, regular office hours and countless emails and phone calls; and

**NOW, THEREFORE, BE IT PROCLAIMED** that City Council recognizes and honors Cecilia Taylor for her dedication and service to the Menlo Park community.

DocuSigned by:  
*Drew Combs*  
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Drew Combs, Vice Mayor  
December 15, 2020



<b>Regional assignments (Mayor and/or Vice Mayor)</b>	<b>Primary</b>	<b>Alternate</b>
Association of Bay Area Governments (ABAG)	Combs	Nash
Bay Area Water Supply and Conservation Agency (BAWSCA)	Mueller	Nash
Caltrain Modernization Local Policy Group	Wolosin	Mueller
City/County Association of Governments (C/CAG)	Taylor	Mueller
County of Santa Clara Stanford Community Resources Group (Stanford CRG)	Nash	Taylor
Emergency Services Council (San Mateo County Joint Powers Authority)	Taylor	Combs
Facebook Local Community Fund	Taylor	Nash
Grand Boulevard Initiative Taskforce	Wolosin	Combs
Housing Endowment and Regional Trust (HEART) Board Member Agency Committee (MAC)	Mueller	Wolosin
League of California Cities – Peninsula Division	Combs	Nash
Peninsula Clean Energy Authority (PCE)	Nash	Wolosin
San Francisquito Creek Joint Powers Authority	Combs	Taylor
San Mateo County Council of Cities – City Selection Committee	Combs	Nash
San Mateo County Mosquito and Vector Control District	Carlton	n/a
SFO Airport/Community Roundtable	Taylor	Mueller
South Bayside Waste Management Authority	Taylor	Combs
<b>City Council liaison to other entities</b>	<b>Primary</b>	<b>Alternate</b>
Menlo Park Chamber of Commerce	Combs	Nash
Menlo Park Fire Protection District	Taylor	Mueller
Sea Level Rise Flood and Sea Level Rise Resiliency District (FSLRRD)	Taylor	Nash
School districts	Wolosin	Combs
<b>City Council Subcommittees</b>	<b>Member</b>	<b>Member</b>
Bayfront Homeless Encampment Emergency Response Subcommittee (ad hoc committee)	Taylor	Mueller
Businesses Subcommittee (ad hoc committee)	Taylor	Mueller
City Attorney Recruitment Subcommittee (ad hoc committee)	<i>vacant</i>	<i>vacant</i>
Climate Action Plan Subcommittee (ad hoc committee)	Mueller	Nash
Community Funding Subcommittee (standing committee)	Combs	Taylor
ConnectMenlo Community Amenities Subcommittee (ad hoc committee)	Nash	Taylor
Facebook/Willow Village Development Agreement Negotiations Subcommittee (ad hoc committee)	Nash	Taylor
Menlo Park Community Campus Subcommittee (ad hoc committee)	Nash	Taylor
Quality of Life Ordinance Subcommittee (ad hoc committee)	Taylor	Combs
Rail Subcommittee (standing committee)	Wolosin	Mueller
West Menlo Triangle Annexation Subcommittee (ad hoc committee)	<i>vacant</i>	<i>vacant</i>
Willow Road/U.S. Highway 101 Interchange Improvements Subcommittee (ad hoc committee)	Combs	Taylor
<b>City Council advisory body member appointments</b>	<b>Member</b>	<b>Member</b>
Finance and Audit Committee	Combs	Mueller
<b>City Council advisory body liaison assignments</b>	<b>Liaison</b>	
Complete Streets Commission	Taylor	n/a
Environmental Quality Commission	Nash	n/a
Housing Commission	Wolosin	n/a
Library Commission	Nash	n/a
Parks and Recreation Commission	Combs	n/a
Planning Commission	Wolosin	n/a