



**REGULAR MEETING MINUTES**

**Date:** 1/12/2021  
**Time:** 5:00 p.m.  
**Location:** GoToWebinar

**Regular Session**

**A. Call To Order**

Mayor Combs called the meeting to order at 5:03 p.m.

**B. Roll Call**

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

**C. Public Comment**

Web form public comment received on item C. (Attachment).

**D. Consent Calendar**

- D1. Accept the City Council meeting minutes for November 23, 2020, December 8, 9, 11, and 15, 2020 (Attachment)
- D2. Waive second reading and adopt Ordinance No. 1074 amending Ordinance No. 924, modifying the City Council's regular meeting schedule (Staff Report #21-002-CC)
- D3. Receive the comprehensive annual financial report for the fiscal year ended June 30, 2020 (Staff Report #21-003-CC)
  - Mickie Winkler commented on dead links on the OpenGov webpage and issues accessing the comprehensive annual financial report online.
- D4. Amend the agreement with Golder Associates, Inc. for the design of the Bedwell Bayfront Park landfill leachate and gas collection and control systems improvements (Staff Report #21-005-CC)
- D5. Authorize the Mayor to sign the City's response to the San Mateo County's grand jury report: "Second Units: Adding New Housing In The Neighborhoods" (Staff Report #21-004-CC)

Assistant Community Development Director Deanna Chow provided updates to the letter (Attachment).

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

**E. Public Hearing**

- E1. Consideration of the final approvals for the Menlo Park Community Campus project located at 100-

110 Terminal Avenue (Staff Report #21-011-CC) (Informe de Personal #21-011-CC) (Presentation)

Mayor Combs was recused as Facebook is his employer and exited the meeting at 5:22 p.m.

Deputy City Manager Justin Murphy and Assistant Planner Chris Turner made the presentation (Attachment).

Facebook Director of Campus Development Fergus O'shea and Hart Howerton Managing Principal Partner Eron Ashley made a presentation (Attachment).

- Harry Bims spoke in support of the project.
- Amulen Rozmus questioned if bicycle infrastructure was included in the plans.
- Jacqui Cebrian spoke in support of the project.

The City Council discussed programs and services, bicycle infrastructure, and amenities. The City Council received clarification on the pool timeline decisions.

**ACTION:** Motion and second (Taylor/ Mueller), to refer the latest pool layout to the City Council subcommittee for potential refinements subject to the presented parameters and final layout approval by the City Council no later than January 29, 2021, adopt Resolution No. 6607 for the architectural control for the construction of a new multigenerational community campus building in the public facilities district and use permit for the use of storage of hazardous materials including diesel for a backup mobile generator and pool chemicals, and authorize the city manager to execute the funding and improvement agreement for the project with Facebook, passed 4-0-1 (Combs recused).

#### **F. Recess**

The City Council took a recess at 6:22 p.m.

The City Council reconvened at 6:46 p.m.

Mayor Combs rejoined the meeting at 6:46 p.m.

#### **G. Regular Business**

G1. Amend the fiscal year 2020-21 budget and authorize the city manager to waive bid requirements and increase award authority for specified projects (Staff Report #21-006-CC) (Presentation)

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

- Lynn Bramlett spoke in support of postponing hiring until after City Council goal setting.
- Fran Dehn spoke in support of the Downtown lighting budget.

The City Council received clarification on the proposed full-time equivalent positions, overtime request, climate action plan (CAP) budget requests and amendments, and the return of the mobile command unit. The City Council discussed the traffic unit personnel request and Downtown street lighting. Staff provided an update on the status of the outdoor dining grant program.

**ACTION:** Motion and second (Combs/ Wolosin), to amend the fiscal year 2020-21 budget to include only the non-personnel requests and clerical adjustments (with the exception of the Climate Action Plan

Implementation amendment of \$155,000) and to authorize the city manager to waive bid requirements and increase award authority for the existing building electrification project (Climate Action Plan #1).

Mayor Combs reordered the agenda

- G3. Authorize the city manager to accept the grant deed for 555 Hamilton Avenue, execute all documents necessary to complete the purchase and approve the appropriation of below market rate housing funds not to exceed \$525,500 to purchase and retain the property in the below market rate housing program (Staff Report #21-010-CC)

Management Analyst II Mike Noce introduced the item.

- Karen Grove spoke in support of the purchase and appropriation.
- Lauren Bigelow spoke in support of the purchase and appropriation.

The City Council received clarification on applicant timeframe.

**ACTION:** Motion and second (Wolosin/ Nash), to authorize the city manager to accept the grant deed for 555 Hamilton Avenue, execute all documents necessary to complete the purchase and approve the appropriation of below market rate housing funds not to exceed \$525,500 to purchase and retain the property in the below market rate housing program, passed unanimously.

- G4. Approve a budget amendment of \$15,000 in below market rate housing funds and authorize the city manager to execute an agreement with HouseKeys Inc. to provide below market rate housing program administration services (Staff Report #21-009-CC)

Deputy Community Development Director Rhonda Coffman introduced the item.

- Karen Grove spoke in support of the budget amendment and agreement with HouseKeys Inc.
- Lauren Bigelow spoke in support of the budget amendment and agreement with HouseKeys Inc.

**ACTION:** Motion and second (Taylor/ Combs), to approve a budget amendment of \$15,000 in below market rate housing funds and authorize the city manager to execute an agreement with HouseKeys Inc. to provide below market rate housing program administration services, passed unanimously.

- G5. Adopt Resolution No. 6606 authorizing transfers and sales to adjoining property owners of vacated alley currently owned by the Successor Agency to the now dissolved Menlo Park Community Development Agency (Staff Report #21-008-CC)

Interim City Attorney Cara Silver introduced the item.

The City Council received clarification on the sale of property and County Oversight Board approval.

**ACTION:** Motion and second (Wolosin/ Combs), to adopt Resolution No. 6606 authorizing transfers and sales to adjoining property owners of vacated alley currently owned by the Successor Agency to the now dissolved Menlo Park Community Development Agency, passed unanimously.

The City Council took a recess at 8:50 p.m.

The City Council reconvened at 9:02

**G2. Provide direction on the annual goal/priority setting process (Staff Report #21-007-CC) (Presentation)**

Web form public comment received on item G2. (Attachment).

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

- Adina Levin spoke in support of broadening the City Council priority topics.
- Lynne Bramlett spoke in support of a closer examination of City services.
- Pamela Jones spoke in support of including redistricting in City Council priorities.
- Leah Elkins spoke in support of including banning gas powered leaf blowers to City Council priorities.
- Lauren Bigelow spoke in support of including community development department funding for housing in City Council priorities.

The City Council discussed the proposed options to the process proposed by staff and alternatives. The City Council directed staff to schedule the goal setting session on a Saturday utilizing the model from the previous 2-years maximizing time for City Council deliberations and public comment.

**ACTION:** By acclamation, the City Council extended the meeting past 11 p.m.

**H. Informational Items**

**H1. City Council agenda topics: January 2021 to February 2021 (Staff Report #21-001-CC)**

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

**I. City Manager's Report**

City Manager Starla Jerome-Robinson reported out on the continuation of the stay-at-home order.

**J. City Councilmember Reports**

None.

**K. Adjournment**

Mayor Combs adjourned the meeting at 11:05 p.m.

Judi A. Herren, City Clerk

These minutes were approved at the City Council meeting of January 26, 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/publiccommentJanuary12\\*](https://menlopark.org/publiccommentJanuary12*)
  - 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](https://joinwebinar.com) – Regular Meeting ID 375-714-811
  - Access the regular meeting real-time via telephone (listen only mode) at:  
(415) 930-5321  
Regular Meeting ID 861-863-885 (# – 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 regular 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](http://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.

Agenda item C  
Nancy Barnby, Resident

Dear decision makers,

I feel as if this plea is deja vu. I have made this comment before. There is no reason that we should continue to countenance gas-powered leaf blowers in our community. Their output of carbon monoxide contributes to global warming more than most automobiles, a fact which was demonstrated years ago. Palo Alto has outlawed such leaf blowers for years.

Homeowners who wish to have their leaves blown can buy for themselves a plug-in, battery powered (and regenerating) leaf blower, and their helpers can use that for the task. Or, pay the guy \$5 extra towards his buying himself such a machine. (He could even plug it at your house in as he's mowing the lawn. Even our twenty-year-old house has myriad outside electric plugs.)

That said, I covet my own leaves. They make excellent mulch under plants, a real benefit as we face another drought. Folks just need to get over the idea that a property must have no detritus. Leaf detritus is good for the soil!

There is nothing more important than saving our planet, "neat" yards included!  
nancy barnby, menlo park

Agenda item C  
Baris Eris, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living in Linfield Oaks neighborhood. I am one of the 700+ residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park.

In this time of climate emergency, I urge you to consider banning gas leaf blowers within our city. Their fossil fuel emissions do create smog and dust pollution that is detrimental to our health.

Moreover, it has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. People working from home and children trying to learn online can lose focus with the constant drone of gas leaf blowers. Electric blowers are much quieter than gas powered blowers.

Electric leaf blowers have become much more powerful and efficient as battery technology has improved and there is no reason that an electric blower could not be used to accomplish the same tasks that gas blowers now do. While there may be equity issues in requiring landscapers to purchase new equipment, this is not a problem that cannot be solved with some creative thinking.

Furthermore, other cities in the Bay area have implemented similar measures and the electric variety of leaf blowers are working perfectly fine.

Baris Eris.

(\*If you would like scientific data regarding any of the statements above please peruse the highly useful website of Quiet/Clean Portland: <https://www.quietcleanpdx.org/resources-leaf-blowers-information/>

Agenda item C  
Clinton Gilliland, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living in the Flood Triangle. I am one of the 300 residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park.

In this time of climate emergency, I urge you to consider banning gas leaf blowers within our city. These machines create very disturbing noise pollution. People working from home and children trying to learn online can lose focus with the constant drone of gas leaf blowers. Electric blowers are much quieter than gas powered blowers.

While at home three or four neighbor's gardeners fire up on the same day. A lot behind us operates for about an hour per session each week - leaf blower and gasoline lawn mowers. The blower noise level exceeds 85 dBA at my back porch for a good part of the time. In warm weather we must shut our door but the noise level still makes working on my computer difficult.

Also we walk in the neighborhood from 45 minutes to an hour every day. On our walks we are disturbed usually by more than one active blower location regardless on which day of the week. This is very irritating and unpleasant.

Clinton Gilliland



## Agenda item C Lisa Williams, Resident

January 11, 2021

Dear Council Members,

As a first step to phasing out gas leaf blowers city wide, I request that the Council consider including in their 2021 planning meeting for upcoming 2021 agendas, a discussion that the city's leaf blower equipment convert from gas to electric. The two main reasons being health and quality of life.

This point was raised at the January 2020 Planning Meeting, when one Council member reminded us that part of the Council member's report was that the Menlo Park Climate Action Plan CAP, was going to, "include having the City model all the behaviors for our residents to adopt, and so this would definitely be one of the pieces that would possibly be part of the City policy where we strive to do 100% electric within the City."

I suggest a pilot program where the city purchases a couple of high-end commercial electric leaf blowers with batteries that accommodate many hours of battery life. Some of the benefits would be:

- this would require only a small amount of capital resources in these times of a tight budget
- no equity impact on local gardeners
- it would provide city staff and council first-hand experience, knowledge and feedback of the today's modern commercial electric leaf blowers
- demonstrate to residents opposed the gas leaf blowers that our city is willing walk its talk on goals of going 100% electric

The fact that the city contracts out some of its landscaping work should not preclude starting a pilot program with city landscape employees.

Over 30 Cities in California<sup>1</sup> have banned gas leaf blowers. Just since October 2020 we can add Oakland, The City of Monterey, and Portola Valley to effect a gas leaf blower ban.

Thank you,

Sincerely,  
Lisa Williams

1 1 California cities that have banned gas leaf blowers include: Belvedere , Berkeley, Beverly Hills, Carmel , Claremont, Del Mar, Encinitas, Hermosa Beach, Indian Wells, Laguna Beach, Lawndale, Lomita, Los Altos, Los Gatos, Malibu, Manhattan Beach, Mill Valley, Oakland, Ojai (converted all gas powered public works maintenance equipment to electric zero emissions), Palm Springs, Palo Alto, Piedmont, Portola Valley, Rancho Palos Verdes, Redondo Beach (both gas and electric) Santa Barbara City, Santa Monica, South Pasadena (First city with zero emissions city landscape maintenance), The City of Monterey, and West Hollywood

Agenda item C  
Teresa Beltramo, Resident

We need the 800 block south side opened.  
It is a dangerous situation waiting for an accident to happen.  
The City is aware of the dangers and should not wait for a lawsuit.

## Agenda item C Jill Morgan, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living near Hillview Middle School. I am one of the 300 residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park.

In this time of climate emergency, I urge you to consider banning gas leaf blowers within our city. Although they do not account for a significant amount of CO2 Greenhouse Gas when compared with all the cars on our roads, their fossil fuel emissions do create smog and dust pollution that is detrimental to our health.

Moreover, it has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. People working from home and children trying to learn online can lose focus with the constant drone of gas leaf blowers. Electric blowers are much quieter than gas powered blowers.

Electric leaf blowers have become much more powerful and efficient as battery technology has improved and there is no reason that an electric blower could not be used to accomplish the same tasks that gas blowers now do. While there may be equity issues in requiring landscapers to purchase new equipment, this is not a problem that cannot be solved with some creative thinking.

Agenda item C  
Sandy Napel, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living in the Allied Arts neighborhood. I am one of the 300 residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park.

In this time of climate emergency, I urge you to consider banning gas leaf blowers within our city. Although they do not account for a significant amount of CO2 Greenhouse Gas when compared with all the cars on our roads, their fossil fuel emissions do create smog and dust pollution that is detrimental to our health.

Moreover, it has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. People working from home and children trying to learn online can lose focus with the constant drone of gas leaf blowers. Electric blowers are much quieter than gas powered blowers.

Electric leaf blowers have become much more powerful and efficient as battery technology has improved and there is no reason that an electric blower could not be used to accomplish the same tasks that gas blowers now do. While there may be equity issues in requiring landscapers to purchase new equipment, this is not a problem that cannot be solved with some creative thinking.

Sandy Napel

## Agenda item C Victoria Lindsley, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living in Menlo Oaks. I am one of the 300 residents who has signed a Change.org petition to ban gas-powered leaf blowers in Menlo Park.

Several years ago, I asked my gardener to switch to an electric blower. He pushed back initially, but once I insisted, it became clear that it was not as difficult as he had anticipated. He already owned electric blowers for jobs in the neighboring city where gas blowers are not allowed. He did raise the price on me given that he felt it takes a bit longer to blow my large lawn, but I was happy to pay it. It turns out that it doesn't seem to add much time to the job, so he wins, too. I am so happy now when the gardener comes and it isn't so loud or dirty.

Here is the challenge. I asked my neighbors if they would ask their gardeners to switch, and both of their gardeners declined. They won't do it if they don't have to. Many people claim that it is too big of a burden on the gardeners, but electric blowers are not very expensive. If you can afford a gardener, you can afford to buy an electric blower for them. Or the gardeners can and should raise their prices slightly across the board and it will easily pay for their own new blowers. They are afraid to raise their prices for electric because if the owner doesn't care, the owner may choose a new, cheaper gardener that uses gas. This is why a universal ban makes sense.

And think about their health- it is unfair to ask the gardeners to breathe the horrible exhaust and listen to the loud noise up close each day for many hours. It is akin to asking your cleaning person to use toxic chemicals to clean your house. If gas blowers were NOT ALLOWED, then the owners would be obligated to insist that their gardeners switch to electric, and the gardeners could not say no. It is much better and more pleasant for the gardeners in the long run, as well as for the neighborhood.

Another argument I have heard is that a ban is not enforceable, or creates too big of a burden on law enforcement. I believe that the mere existence of a ban will go a long way toward nudging gardeners and property owners in the right direction and gives a much stronger rationale when asking gardeners or neighbors to follow the regulations. I would never expect the police to show up for someone ignoring the ban, but perhaps a letter of warning from the city (if a complaint with photo were lodged) and the threat of a fine would persuade repeat offenders.

I urge you to consider banning gas leaf blowers within our city. Their fossil fuel emissions create smog and green house gasses at an alarming level, and blowers create dust pollution that is detrimental to our health. Moreover, it has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. Many of my neighborhood walks have been marred by the loud sounds and dust of neighboring gardeners. It is especially detrimental for the elderly and the asthmatic (I am neither but still...).

Almost 20 cities in CA already have bans on gas blowers, and 5 cities even have bans on gas AND electric blowers (including my home city of Santa Monica). Let's help lead the way to a healthier future!

Thank you.

## Agenda item C Claudio Pellegrini, Resident

Dear Menlo Park City Council

I am a resident of Menlo Park living in . I am one of the 300 residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park. In this time of climate emergency I urge you to consider banning gas leaf blowers within our city. Although they do not account for a significant amount of CO2 Greenhouse Gas when compared with all the cars on our roads their fossil fuel emissions do create smog and dust pollution that is detrimental to our health. Moreover it has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. People working from home and children trying to learn online can lose focus with the constant drone of gas leaf blowers. Electric blowers are much quieter than gas powered blowers. Electric leaf blowers have become much more powerful and efficient as battery technology has improved and there is no reason that an electric blower could not be used to accomplish the same tasks that gas blowers now do. While there may be equity issues in requiring landscapers to purchase new equipment this is not a problem that cannot be solved with some creative thinking.

Claudio Pellegrini

Agenda item C  
Kimberly LeMieux, Resident

Dear Council members,

I am writing to urge you to add an item to the 2021 agenda which would limit or prohibit gas powdered leaf blowers in Menlo Park. These noisy, polluting machines are a deterrent to everyone including landscapers who use them daily. The noise disruption has become unbearable during the pandemic with all of us working at home. There are days when the blowers operate for hours around our neighborhood forcing us to close our windows when participating on Zoom calls or simply trying to think in what should be a peaceful, quiet neighborhood.

In addition to the noise disruption, leaf blowers are huge polluters. I didn't know this until recently, but I read an article in the Wall Street Journal that stated, "according to The California Environmental Protection Agency operating a commercial leaf blower for one hour would emit more pollution than driving a Toyota Camry for about 1,100 miles." Our earth has benefitted tremendously from SIP - air pollution levels are down significantly as a result of fewer cars on the road and closed manufacturing plants, which isn't sustainable, however we can make tiny difference by the elimination of gas powered leaf blowers.

We purchased an electric leaf blower 3 years ago for our gardener and he has been using it for some of our neighbors as well. There is absolutely no excuse for a wealthy community like Menlo Park to continue disrupting and polluting our City.

Thanks for considering,  
Kim

Agenda item C  
Alex Nikulkov, Resident

Please ban the gas leaf blowers in Menlo Park. They pollute the air (both emissions and dust) and create an annoyance and disruption via loud noise that can be heard hundreds of yards away. This is especially unacceptable at the time when so many people are forced to work from home. Leaves can be removed with rakes. The gas leaf blowers cause more problems than they solve.



Agenda item C  
Daniel Meehan, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living in the Flood Park Triangle neighborhood. I am one of the 300 residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park.

In this time of climate emergency, I urge you to consider banning gas leaf blowers within our city. Although they do not account for a significant amount of CO2 Greenhouse Gas when compared with all the cars on our roads, their fossil fuel emissions do create smog and dust pollution that is detrimental to our health.

Moreover, it has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. People working from home and children trying to learn online can lose focus with the constant drone of gas leaf blowers. Electric blowers are much quieter than gas powered blowers.

Electric leaf blowers have become much more powerful and efficient as battery technology has improved and there is no reason that an electric blower could not be used to accomplish the same tasks that gas blowers now do. While there may be equity issues in requiring landscapers to purchase new equipment, this is not a problem that cannot be solved with some creative thinking.

Daniel Meehan

## Agenda item C Alice Newton, Resident

Thank you for reading my message. Other Menlo Park residents will have submitted information detailing the toxic pollution caused by gas-powered leaf blowers so I won't reiterate that. I witnessed the power of battery operated leaf blowers made by Stihl demonstrated at a 2019 gathering of the Bay Area Gardeners Association in Flood Park. The representative from Stihl stated that they have powerful leaf blowers with batteries that are long lasting enabling use on a large property or several properties without a recharge or battery change. Use of battery operated blowers will avoid the pollution from fumes of the gas powered ones, be more economical for gardeners, and avoid the weight of a gas tank on the gardener's back. Also, they are less loud than gas powered machines.

Gas-powered leaf blowers are used by neighbors around our house for several hours every day Monday -Friday and are almost always in use somewhere along streets I drive along.

I HOPE MENLO PARK WILL JOIN OTHER NEARBY TOWNS AND BAN GAS POWERED LEAF BLOWERS STATING A DATE (12/31/21?) BY WHICH IT WILL BE ILLEGAL TO USE THEM WITHIN CITY LIMITS. I suggest that the City initiate a buy-back program coupled with a reduced price available for a battery operated blower, charger, and extra batteries for professional gardeners serving residents of Menlo Park as well as for residents of Menlo Park. Such a support program should discourage gardeners from increasing rates due to change of equipment. I also suggest added incentives such as free magnetic signs for gardeners' vehicles stating that they use only battery powered blowers and perhaps a list of gardeners in compliance on the City's website. Banning gas powered leaf blowers will be a significant step toward Menlo Park's goal of reducing greenhouse gas pollution. It will benefit the surrounding communities as well because professional gardeners often serve various areas.

After the date of the ban, there will have to be enforcement of such an ordinance, but if the ban and supporting program are effective, need for enforcement will decrease and ultimately become infrequent. Users of gas-powered blowers could be issued a warning ticket the first time. Perhaps the name of the employer would need to be listed on the citation if the person using the gas-powered blower is an employee using equipment provided by the employer.

Coupled with the ban and buy-back program should be a plan to destroy (recycle the metal) the gas powered machines so they won't be used in areas without a ban.

Thank you!



January 12, 2021

Hon. Danny Y. Chou  
Judge of the Superior Court  
c/o Jenarda Dubois  
Hall of Justice  
400 County Center; 8<sup>th</sup> Floor  
Redwood City, CA 94063-1655

**RE: Civil Grand Jury Report: “Second Units: Adding New Housing In The Neighborhoods”**

Dear Honorable Judge Chou:

Thank you for the opportunity to review and comment on the above-referenced Grand Jury Report filed on October 28, 2020. The City Council of the City of Menlo Park (City) voted at its public meeting on January 12, 2021 to authorize this response to the report.

Response to Grand Jury Findings

**F1.** The number of jobs in San Mateo County has grown beyond the number of new housing units available. More housing is needed and Second Units are one solution.

**City response:** *The City of Menlo Park agrees that jobs have outpaced the growth of housing in San Mateo County and more housing is needed, including second units or accessory dwelling units.*

**F2.** From 2016 to 2020, the number of Second Units constructed annually within the County dramatically increased by 450% (823) after related State laws were enacted in 2017. Effective January 1, 2020, several additional new State laws were enacted in order to make the construction of new Second Units easier for homeowners.

**City Response:** *The City of Menlo Park agrees that the production of second units has increased in recent years and new State laws targeted at second units will reduce barriers to production.*

**F3.** There are about 155,000 single-family homes in San Mateo County with only 4,000 Second Units on those properties, so there is a potential for thousands of new Second Units.





# CITY COUNCIL MEETING

Proposed Menlo Park community campus project





## AGENDA ITEM

Council action on the following final approvals:

- Architectural control, use permit and environmental review for new project
- Funding and improvement agreement with Facebook







## MILESTONES TO DATE

- **October 2019:** Facebook announced offer
- **December 2019:** Facebook submitted offer letter
- **January 28:** Council approved Resolution of Intent
- **January 11 and February 9:** Community meetings
- **February 25:** Council direction on interim services
- **July 28:** Council approved funding for base level project
- **September 15:** Council approved term sheet and schedule
- **October 13:** Council identified City requested work
- **November 10:** Council amended project budget
- **December 14:** Planning Commission recommendation
- **Council subcommittee meetings**



## PLANNING COMMISSION REVIEW

- Meetings
  - October 12 study session
  - December 14 public hearing
  
- Land use entitlements
  - Architectural control
  - Use permit
  - Environmental review





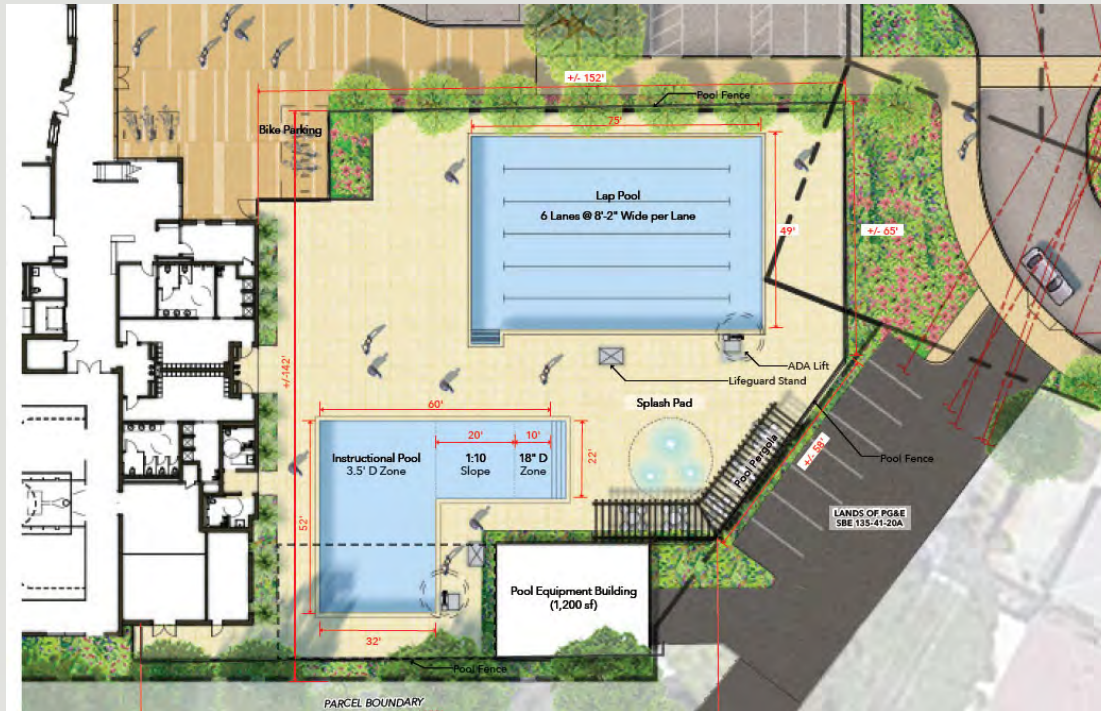
## FUNDING AND IMPROVEMENT AGREEMENT



- Outlines obligations for Facebook and the City
- Establishes parameters for delivering the project in a timely manner including following targets:
  - June 2021: Facility closures
  - July to August 2021: Remediation and demolition
  - Spring 2023: Facilities re-opening
- Reflects the Council reviewed term sheet
- Includes City requested work/project enhancements within budget parameters



# POOL LAYOUT





## RECOMMENDATION

- **New:** Refer the latest pool layout (Attachment F) to the Council subcommittee for potential refinements subject to the following parameters and final layout approval by the City Council at a special meeting no later than January 29, 2021:
  - Comply with the Class 2 CEQA exemption
  - Fit within the proposed fence line of the pool as show on the project plans
  - Be code compliant
  - Create no implications for the main building in terms of plumbing fixtures, etc.
  - Fit within the pool budget (Council action would be required to amend project budget and funding agreement)
  
- Adopt Resolution No. 6607 for the architectural control for the construction of a new multigenerational community campus building in the PF (Public Facilities) district and use permit for the use and storage of hazardous materials including diesel for a backup mobile generator and pool chemicals (Attachment A.)
  
- Authorize the city manager to execute the funding and improvement agreement for the project with Facebook.(Attachment B.)




**THANK YOU**





# FISCAL YEAR 2020-21 BUDGET AMENDMENTS

January 12, 2021





## REQUESTED ACTION

- Consider amending the fiscal year 2020-21 budget
  - \$2.97 million revenues across all funds
  - \$4.74 million expenditures across all funds
  - Includes transfers between funds
  - Includes 4.0 FTE staff position requests
  - Addresses staffing, departmental requests, clerical adjustments
- Consider authorizing the City Manager to waive bid requirements and execute agreements in an amount not-to-exceed the approved project budgets
  - Existing building electrification project
  - Electric vehicle charging project



# AGENDA

- Requested personnel amendments
- Requested non-personnel amendments
- Clerical adjustments
- Clarifying questions from City Council
- Public comment
- City Council deliberations and direction





## PERSONNEL REQUESTS (ATTACHMENT A)

Request	Fund	2020-21 amendment*	Annualized cost	FTEs
Restore police department community services officer position	General Fund	\$20,584	\$121,757	1.0
Restore police department traffic unit	General Fund	67,086	388,915	2.0
Six Sigma Black Belt	General Fund	60,395	179,469	1.0
<b>Total</b>		<b>\$148,065</b>	<b>\$690,140</b>	<b>4.0</b>

\* Positions budgeted for partial year to allow time for recruitment and selection





## NON-PERSONNEL REQUESTS (ATTACHMENT B) (1 OF 2)

- COVID-19 local emergency response – \$125,000
- ITMP implementation, website – \$100,000
- Climate Action Plan implementation – \$155,000
- National League of Cities Race, Equity, And Leadership (REAL) program – \$80,000
- Upgrade to police reporting software – \$25,000
- Enhance building permit processing – \$60,000
- Streetlight maintenance – \$30,000
- Telework stipend extension (January – June) – \$50,000



## NON-PERSONNEL REQUESTS (ATTACHMENT B) (2 OF 2)

- Downtown lighting – \$45,000
- Overtime (January – June) – \$600,000
- Accelerated pension payments – \$768,784
- Library donation operations – \$288,000
- Stormwater inspections (contracted) – \$67,000
- Water rate study – \$65,500





## CLERICAL ADJUSTMENTS

- Previously approved City Council action
  - Community Funding Grant - \$69,750
  - Solid waste/water rate subsidy pilot - \$164,000
  - Café grant program - \$110,000
  - Holiday tree lighting - \$40,000
- True-up of carryover for capital projects
  - Menlo Park Community Campus Fund - \$546,324
  - Transportation Impact Fee Fund – (\$290)
  - Solid Waste Fund – (\$106)
  - Downtown Parking Permits Fund – (\$136)
  - County Transportation Tax Fund – (\$13,185)
  - Construction Impact Fee Fund – (\$636)
  - General Capital Improvement Fund – (1,318,685)
- Mobile Command Vehicle cancellation
  - Reversal of transfer between COPS/SLESF Fund and General Capital Improvement Fund – (\$100,000)



Fiscal year 2020-21 budget amendment requests, January 12, 2021									
Requested amendment	Priorities/ Work plan Ref #	Type	Fund	2020-21 Revenue amendment	2020-21 Expenditure amendment	Net impact	FTE request	City Council action	
Police Officer	N/A	Personnel	(100) General Fund	-	67,086	(67,086)	2.00	Pending	
Community Services Officer	N/A	Personnel	(100) General Fund	-	20,584	(20,584)	1.00	Pending	
Senior Management Analyst/Six Sigma	N/A	Personnel	(100) General Fund	-	60,395	(60,395)	1.00	Pending	
COVID-19 local emergency response	Ref. # 4.	Non-personnel	(100) General Fund	-	125,000	(125,000)	-	Pending	
Information Technology master plan implementation - website	Ref. # 5.	Non-personnel	(851) General Capital Improvement Fund	-	100,000	(100,000)	-	Pending	
Climate Action Plan Implementation	Ref. #15.	Non-personnel	(100) General Fund	-	155,000	(155,000)	-	Pending	
National League of Cities' Race, Equity, And Leadership (REAL) program	Ref. #16.	Non-personnel	(100) General Fund	-	80,000	(80,000)	-	Pending	
Upgrade to police incident reporting software	N/A	Non-personnel	(100) General Fund	-	25,000	(25,000)	-	Pending	
Enhance building permit processing	N/A	Non-personnel	(100) General Fund	-	60,000	(60,000)	-	Pending	
Streetlight maintenance	N/A	Non-personnel	(100) General Fund	-	30,000	(30,000)	-	Pending	
Telework stipend extension (January - June)	N/A	Non-personnel	(100) General Fund	-	50,000	(50,000)	-	Pending	
Downtown lighting	N/A	Non-personnel	(100) General Fund	-	45,000	(45,000)	-	Pending	
Overtime (January - June)	N/A	Non-personnel	(100) General Fund	-	600,000	(600,000)	-	Pending	
Accelerated pension liability payments	N/A	Non-personnel	(100) General Fund	768,784	768,784	-	-	Pending	
Library donation operations	N/A	Non-personnel	(824) Library Donations Fund	288,000	288,000	-	-	Pending	
Stormwater business inspections (contracted)	N/A	Non-personnel	(841) Stormwater Fund	-	67,000	(67,000)	-	Pending	
Water rate study	N/A	Non-personnel	(861) Water Operations Fund	-	65,500	(65,500)	-	Pending	
Community Funding Grant program	N/A	Clerical	(100) General Fund	-	69,750	(69,750)	-	Pending	
Solid waste/water rate subsidy pilot	N/A	Clerical	(100) General Fund	164,000	164,000	-	-	Pending	
Café grant program	N/A	Clerical	(100) General Fund	-	110,000	(110,000)	-	Pending	
Holiday tree lighting	N/A	Clerical	(100) General Fund	-	40,000	(40,000)	-	Pending	
Menlo Park Community Campus	N/A	Clerical	(453) Menlo Park Community Campus Fund	546,324	546,324	-	-	Pending	
Transit Improvements	N/A	Clerical	(710) Transportation Impact Fee Fund	(290)	(290)	-	-	Pending	
Hydration Stations	N/A	Clerical	(753) Solid Waste Fund	(106)	(106)	-	-	Pending	
Downtown Parking Utility Underground	N/A	Clerical	(758) Downtown Parking Permits Fund	(136)	(136)	-	-	Pending	
Transportation Projects (Minor)	N/A	Clerical	(834) County Transportation Tax Fund	(13,185)	(13,185)	-	-	Pending	
St. Cruz & Middle Avenue Resurfacing	N/A	Clerical	(843) Construction Impact Fee Fund	(636)	(636)	-	-	Pending	
Sharon Road Sidewalk Installation	N/A	Clerical	(851) General Capital Improvement Fund	(124)	(124)	-	-	Pending	
Park Improvements (Minor)	N/A	Clerical	(851) General Capital Improvement Fund	167,407	167,407	-	-	Pending	
Tennis Court Maintenance	N/A	Clerical	(851) General Capital Improvement Fund	(132)	(132)	-	-	Pending	
City Buildings HVAC Modifications	N/A	Clerical	(851) General Capital Improvement Fund	13,350	13,350	-	-	Pending	
Menlo Park Community Campus	N/A	Clerical	(851) General Capital Improvement Fund	1,138,060	1,138,060	-	-	Pending	
Mobile Command Vehicle cancellation	N/A	Clerical	(706) COPS/SLESF Fund	-	(100,000)	100,000	-	Pending	
Mobile Command Vehicle cancellation	N/A	Clerical	(851) General Capital Improvement Fund	(100,000)	-	(100,000)	-	Pending	
<b>Total</b>				<b>2,971,316</b>	<b>4,741,631</b>	<b>(1,770,315)</b>	<b>4.00</b>		



## REQUESTED ACTION

- Consider amending the fiscal year 2020-21 budget
  - \$2.97 million revenues across all funds
  - \$4.74 million expenditures across all funds
  - Total reduction of \$1.77 million fund balance across all funds
- Consider authorizing the City Manager to waive bid requirements and execute agreements in an amount not-to-exceed the approved project budget
  - Existing building electrification project
  - Electric vehicle charging project



**THANK YOU**



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Mobile Command Vehicle cancellation	N/A	Clerical	(851) General Capital Improvement Fund	(100,000)	-	(100,000)	-	Pending	
<b>Total</b>				<b>2,971,316</b>	<b>4,741,631</b>	<b>(1,770,315)</b>	<b>4.00</b>		



# 2021 GOAL/PRIORITY SETTING

January 12, 2021







## DIRECTION REQUESTED

- City Council preferred 2021 goal/priority setting process
  - Status quo process
  - Develop a new process
  - Hybrid option
  - Unidentified alternative
- Details, if possible
  - Date
  - Time
  - Public input requested



## 2021-22 BUDGET CALENDAR

- January and February – Policy direction
  - Annual goal/priority setting process
  - 2021-22 budget principles
  - Mid-year budget changes
- January through April – Internal staff work
  - Operating budget assumptions: major revenue and expenditure categories
  - Capital improvement program update
  - Mandated and baseline budgets
  - Program or service level modifications
- May and June – Review and adoption
  - City Manager’s proposed budget published, May 7
  - City Manager’s budget workshop, June 1
  - Public hearing, June 8
  - Adoption, June 22



## OPTIONS SUMMARY

- **Status quo**
  - Financial update
  - City Council procedures
  - Fiscal year 2021-22 budget principles
  - Consensus on 2021 priorities and work plan
- **New process**
  - Adopt 2021-22 budget principles in open session, February 9
  - Special meeting for Council procedures
  - City Council subcommittee to prepare alternative process for Council action
  - No change to 2020 adopted priorities
  - New 2021 goal/priority session conducted as soon as possible
- **Hybrid - new process with:**
  - Slight adjustment to top priorities, add CAP #1 and #3, SAFER Bay implementation plan, and Rebuilding library and community services
  - New goal/priority setting process used in 2022



## DIRECTION REQUESTED

- City Council preferred 2021 goal/priority setting process
  - Status quo process
  - Develop a new process
  - Hybrid option
  - Unidentified alternative
- Details, if possible
  - Date
  - Time
  - Public input requested



# QUESTIONS





Agenda item G2  
Kathy Switky, Resident

Thank you for the opportunity to comment.

I am one of 300 Menlo Park residents who signed a Change.org petition to ban gas-powered leaf blowers in Menlo Park.

As part of the City's commitment to climate action, I urge you to add to the City's priorities for the year a ban on gas leaf blowers. While their contribution of CO2 emissions is relatively small, the sheer number of blowers in use throughout the city makes this an obvious positive step to decreasing emissions.

These blowers create emissions that are hazardous to our health, and significant noise pollution that has become all the more apparent with more people working and studying from home. A ban on these machines will improve quality of life for all who live and work in the City.

I thank you for considering following the lead of many other area cities in banning gas-powered leaf blowers.

Agenda item G2  
Deborah Holtzman, Resident

Dear Menlo Park City Council,

I am a resident of Menlo Park, living in Sharon Heights. I am one of the 300 residents who has signed a Change.org petition to ban gas powered leaf blowers in Menlo Park. I write now to further urge you to make consideration of such a ban one of your 2021 priorities.

It has become evident during these many months of staying at home due to the pandemic that these machines create very disturbing noise pollution. My household consists of two adults (myself and my husband) working from home as well as two children (a seventh grader and a ninth grader) learning virtually from home, and we have all found the noise from gas-powered leaf blowers to be intolerable when trying to concentrate, work, or participate in Zoom meetings/classes. We asked our own gardener to switch to an electric blower, which he willingly did, and which is much quieter. Now we wish our neighbors would do the same. This may, however, require an ordinance.

In addition to the noise pollution, the gas-powered leaf blowers' fossil fuel emissions create smog and dust pollution that is detrimental to our health, even if they do not account for a significant amount of CO2 Greenhouse Gas when compared with all the cars on our roads. The fumes and noise surely cannot be good for the health of the workers wielding the blowers.

Electric leaf blowers have become much more powerful and efficient as battery technology has improved and there is no reason that an electric blower could not be used to accomplish the same tasks that gas blowers now do. While there may be equity issues in requiring landscapers to purchase new equipment, this issue can surely be solved with some creative thinking. I personally would be willing to pay some kind of surcharge that would help subsidize these small businesses' switch to quieter, healthier, and more ecologically friendly equipment.

thank you for your consideration,  
Deb Holtzman

Agenda item G2  
John Donald, Resident

Dear Councilmembers,

As you consider priorities for the next year, please consider implementing a total ban on gas powered leaf blowers for use on residential property. These machines are noisy, polluting and totally unnecessary. Quieter, electric leaf blowers could be used to achieve the same goal. Thank you.



## Agenda item G2 Julie Shanson, Resident

Good evening City Council Members,

I'm inspired by the idea of a fresh start to the new year and at the same time want to encourage you to continue the disruptions of the status quo we saw in 2020. To that end, here are three thoughts on goal setting.

Double down on equity and inclusion in our fair city:

How do we understand the systems we have built over time? One way is to perform an audit of who we hire and how we pay them, as well as take fresh look at what services we provide and who uses them with an eye toward removing barriers so that all residents may share in the resources we have to offer. Remember, even in 2020, there are residents who do not use email on a regular basis. How are we managing to capture their input and communicate important information to them?

Let everyone connect:

While the last formal approvals of the new Community Center in the Belle Haven neighborhood are being discussed, please remember that done correctly, a state of the art gathering place can remind residents they are welcome and encourage collaboration and communication as well as remove barriers to learning. For example, can we provide a safe place to park and connect with free wifi and plentiful charging stations at this site as neighboring cities are doing as a way to help students during stay at home school?

Learn from the demonstrations of the summer of 2020:

When we take a holistic approach to public safety, there are more needs than just police intervention. How are we applying the lessons from the summer's exposure of the documented pain of residents and the resignation of our police chief to change the way we think about, fund, and provide public safety in Menlo Park?

With deep gratitude for your ongoing service,

Julie Shanson

## Agenda item G2 Leah Elkins, Resident

Dear Council, I write to urge the Council to take up the question of banning gasoline powered leaf blowers in Menlo Park this year. This last year has literally brought home the extreme noise pollution and daily destruction of our peace and quiet and ability to enjoy our own private property that gas blowers cause. Over 300 hundred Menlo Parkians signed an online petition seeking to ban these machines this fall. As we attempted to adjust to working and going to school from our homes, we discovered that these incredibly noisy machines are in near constant use around our neighborhoods and that their unique sound frequency can not be blocked out by merely closing our windows. In August and September our skies turned orange from the effects of nearby wildfires, making obvious the precious nature of clean, breathable air. As a City that is attempting to lead the way in addressing climate change, it should be a no-brainer to ban these machines even if they are not a large source of the overall carbon emissions in our area. To me and many others, this is a matter of public health, both mental and physical, as much as it is about GHG emissions. Many of our neighboring cities have already taken this step or plan to in the near future. Let's not be left out.

A photograph of a brick building at dusk, with warm interior lights visible through the windows and under the eaves. The building has a prominent gabled roofline. A semi-transparent blue horizontal band is overlaid across the middle of the image, containing the title text in white. The background image is framed by a purple vertical bar on the left and a grey vertical bar on the right.

# TRANSFER OF VACATED ALLEY TO ADJOINING PROPERTY OWNERS



## PURPOSE OF ACTION



- Authorize staff to seek authority from County Oversight Board and State Finance Department to transfer portions of vacated alley to adjoining property owners.
- Council previously authorized the transfer, but staff subsequently learned the property was owned by the City's former redevelopment agency, rather than City.
- Accordingly, the County and State must also sign off on this transfer.

## PROCESS FOR DISPOSING OF CDA-OWNED PROPERTIES



- Three step process for selling property owned by former redevelopment agencies:
  1. City Council, in its capacity as Successor Agency, adopt resolution approving sale.
  2. County oversight board (consisting of representatives from other taxing authorities in county) approves sale.
  3. State Department of Finance approves sale
- Proceeds of sale divided by other taxing authorities according to published schedule.
- Purpose of County/State review is to ensure city collects maximum value for property

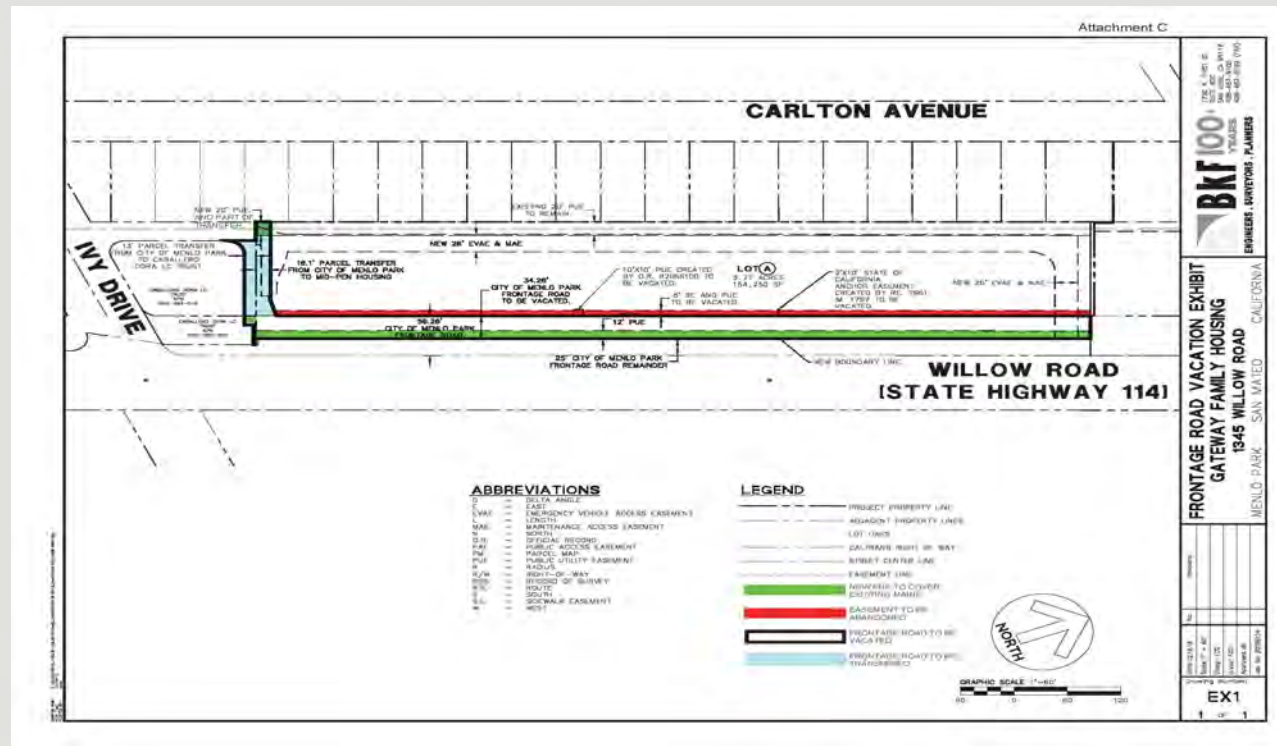
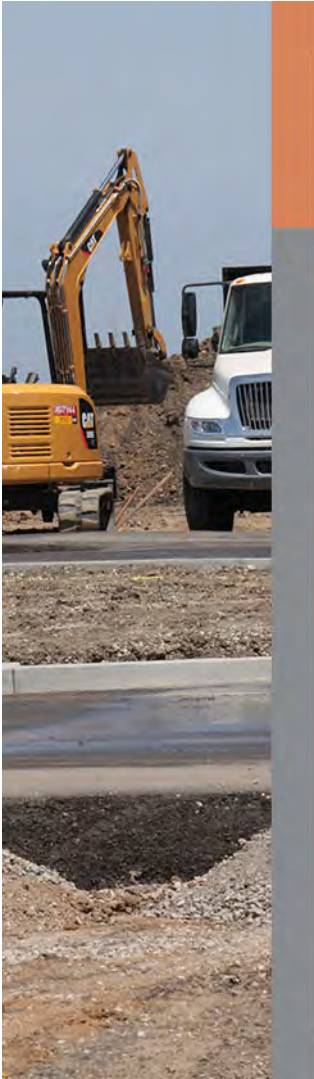


## PROPERTY STATISTICS



- Property consists of a small alley between 1305 and 1345 Willow Road.
- In March 2019, City abandoned the alley along with the frontage road.
- 3,871 square feet parcel
- City recently commissioned appraisal which concluded property had a value of \$100/square foot.
- Parcel to be split down the center with northern portion sold to MidPen Housing for \$1 and southern portion sold to Caballero Trust for \$154,500.
- Both properties will be required to merge the new parcel with their adjoining parcels.
- Given the sub-standard parcel size, the lot is not marketable to others.







## STAFF RECOMMENDATION

- Recommend City Council adopt Resolution No. 6606 authorizing sale of vacated alley to adjacent property owners.
- Direct staff to seek approval from County Oversight Board and State Department of Finance to finalize sale.

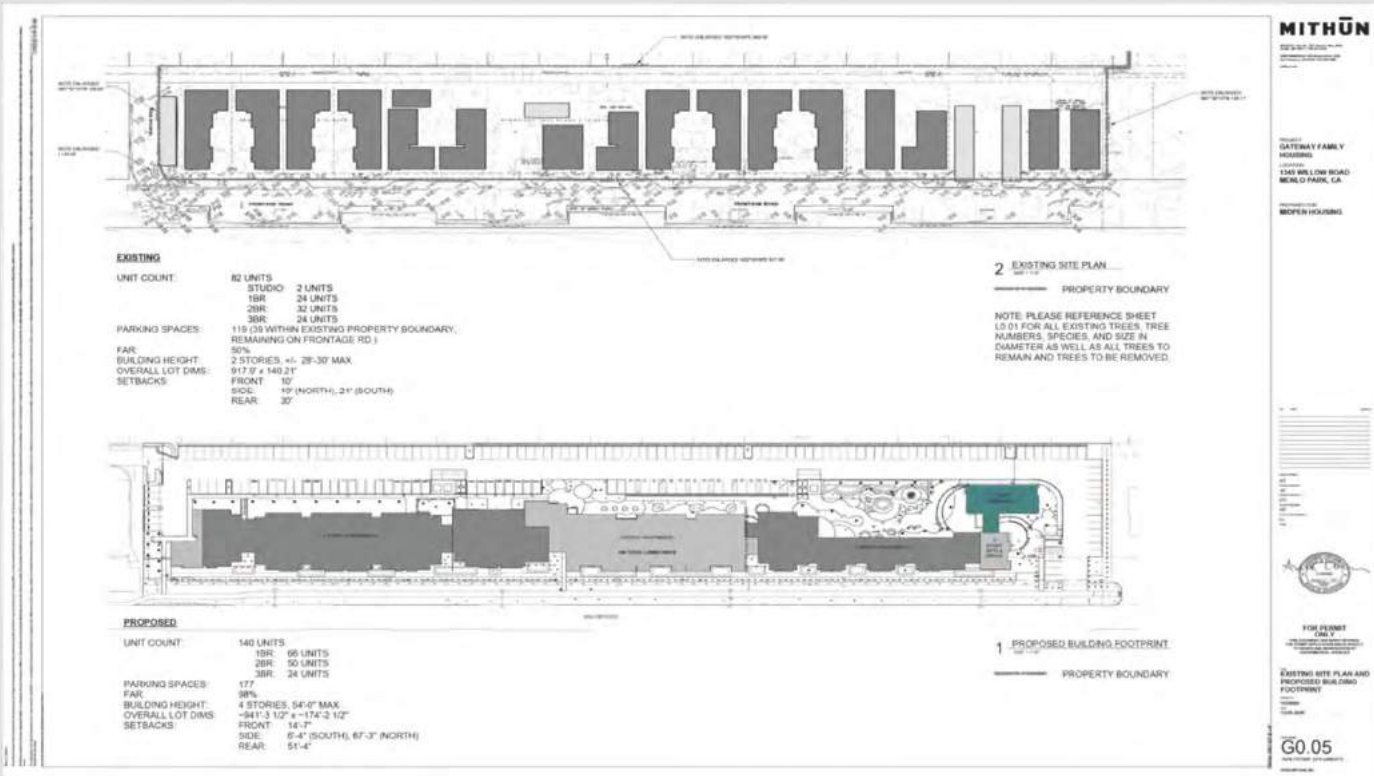




# CONCLUSION



# ALLEY USAGE



## Agenda item H1 Tom LeMieux, Resident

January 12, 2021

To: City of Menlo Park Councilmembers:  
Fr: Tom LeMieux

Re: Ban of Gas Powered Leaf Blowers

Dear Council,

I have been a resident of Menlo Park for nearly 30 years. I have supported the past efforts of the Council to improve our environment and reduce toxic exposure to residents. Last year, Menlo Park passed a pioneering measure to substantially reduce greenhouse gas emissions by exceeding the state's mandated steps toward that goal by implementing restrictions on gas appliances. Mayor Ray Mueller said at the time, ...."It's really great to see everyone coming together and trying to make this work."

Despite this, we still allow gas powered leaf blowers. I see no benefits, only harm, from these blowers. They are polluting, create noise, and are not good for the soil. We have provided our gardener with an electric powered blower and it works fine for our gardening needs. We have all spent more time working from home during the pandemic and I have become painfully aware of the prevalence of gas powered blowers in my neighborhood. There seems to be no restrictions on the noise level nor the time or days of week they are used.

There are many studies that have been presented to the Council in the past regarding the damaging effects of these blowers. How can we, as a City, be so progressive on implementing "reach codes" and yet continue to allow gas leaf blowers that are much more disturbing to our community? I encourage the Council to add this to their agenda in 2021 and join more than 30 other California cities that have already banned the use of gas powered leaf blowers.

Regards,  
Tom LeMieux

[REDACTED]  
Menlo Park, CA 94025  
[REDACTED]