



REGULAR MEETING MINUTES

Date: 8/9/2022
Time: 6:00 p.m.
Location: Zoom

Regular Session

A. Call To Order

Mayor Nash called the meeting to order at 6:01 p.m.

B. Roll Call

Present: Combs, Mueller, Nash, Taylor, Wolosin
Absent: None
Staff: City Manager Justin Murphy, City Attorney Nira F. Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

C. Agenda Review

None.

D. Report from Closed Session

No reportable actions.

E. Public Comment

- Chief Executive Officer of Warm Water Wellness Inc. Lindsay Raike requested the City Council adopt a resolution and provided an update on steps taken to reopen the Mack E. Mickelson therapeutic pool.

F. Consent Calendar

- F1. Adopt a resolution to continue conducting the City's Council and advisory body meetings remotely due to health and safety concerns for the public and to authorize the use of hybrid meetings (Staff Report #22-153-CC)
- F2. Receive and file the investment portfolio as of June 30, 2022 (Staff Report #22-150-CC)
- F3. Adopt a resolution authorizing the public works director to execute any and all agreements and forms required by the Bureau of Reclamation following the notice of award, if awarded a grant, for the smart irrigation infrastructure project (Staff Report #22-154-CC)

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

G. Regular Business

- G1. Waive the first reading and introduce an ordinance adding Chapter 8.70 creating a process for obtaining film permits (Staff Report #22-151-CC) (Updated Ordinance)

Assistant to the City Manager/City Clerk Judi A. Herren made the presentation (Attachment).

- Adina Levin spoke about community organizations filming needs and in support of the addition of the expressive activity exemption.

The City Council received clarification on film permit exemptions and special event and film permit triggers.

ACTION: Motion and second (Wolosin/ Taylor), to waive the first reading and introduce an ordinance adding Chapter 8.70 creating a process for obtaining film permits, passed unanimously.

G2. Direction on draft ordinance for preserving park land (Staff Report #22-156-CC) (Updated Ordinance)

Assistant to the City Manager/City Clerk Judi A. Herren made the presentation (Attachment).

- Adina Levin spoke in support of protecting parklands and the exclusion of Burgess civic center buildings.
- Brian Kissel requested clarification on the rezoning of Seminary Oaks and Sharon Hills and General Plan amendment language.

The City Council received clarification on the rezoning of Seminary Oaks Park and Sharon Hills Park, the General Plan amendment to re-designate the parks, Public Facilities (PF) District and their municipal uses, impacts to structures on parklands, the November 8, 2022 zoning initiative ballot measure implications to the ordinance and zoning/rezoning, conversion of recreational spaces and PF District, and conversion of municipal use to other municipal uses.

The City Council requested clarification on land controlled but not owned by the City

The City Council discussed the Burgess campus buildings future improvement protections, protecting parklands from future or potential PF District building expansions, future City Council actions to overturn an ordinance, and closing the loophole related to sports fields.

ACTION: Motion and second (Mueller/ Wolosin), to accept the ordinance as proposed and amended this evening, add a buffer zone for future PF District, update the General Plan designation for Seminary Oaks and Sharon Hills as parks and recreation land use, include all City owned buildings on City parks as an attachment to the ordinance, close any loopholes related to sports fields, and include an option to add housing to currently City owned structures, passed 3-2 (Combs and Taylor dissenting).

G3. Consider adopting a resolution to remove Willow-Gilbert and Willow-Coleman Improvements from Menlo Uptown public improvement agreement and provide direction on alternative improvements (Staff Report #22-155-CC)

Assistant Public Works Director Hugh Louch made the presentation (Attachment).

- Joseph Afong spoke in support of the removal of Willow Road-Gilbert Avenue and Willow Road-Coleman Avenue improvements.
- Greystar representative Matt Udouj spoke on Greystar's willingness to make a financial contribution to signal improvements at the two intersections.

The City Council received clarification on the costs of protected-permissive left turns, crosswalk improvements at unmarked crossings, Marsh Road and Highway 101 exits need for safety

measures, and traffic delays from Chilco Street to Bayfront Expressway.

The City Council discussed exploring a protected left-hand turns at Willow Road and Gilbert Avenue and Willow Road and Coleman Avenue and Greystar's offer to contribute to the project.

ACTION: Motion and second (Wolosin/ Combs), to adopt a resolution to remove improvements at Willow Road and Gilbert Avenue and at Willow Road and Coleman Avenue from the Menlo Uptown public improvement agreement and explore protected-permissive left hand turns at Willow Road and Gilbert Avenue and Willow Road and Coleman Avenue, passed unanimously.

H. Informational Items

H1. City Council agenda topics: August 9 – September 13, 2022 (Staff Report #22-152-CC)

I. City Manager's Report

City Manager Justin Murphy reported out the bid deadline extension for the USGS site at 345 Middlefield Road, the August 12 City Council election nomination deadline, Belle Haven School sport field hours' update, Sharon Road sidewalks project completion, Chrysler Pump Station bid advertisement, and Bedwell Bayfront Park Leachate monitoring system bid advertisement.

J. City Councilmember Reports

J1. Confirm voting delegate for the League of California Cities annual conference (Attachment)

ACTION: By acclamation, the City Council selected City Councilmember Taylor as the voting delegate.

City Councilmember Mueller reported out on an item that will be requested of the City Council at a future meeting related to a marquee or signage alerting people of activities around town.


City Councilmember Combs reported out on a survey sent to residents related to their impression of city councilmembers and the unknown source or sponsorship.

K. Adjournment


Mayor Nash adjourned the meeting at 8:21 p.m.

Assistant to the City Manager/City Clerk Judi A. Herren

These minutes were approved at the City Council meeting of August 23, 2022.



**WAIVE THE FIRST READING AND INTRODUCE AN
ORDINANCE ADDING CHAPTER 8.70 CREATING A
PROCESS FOR OBTAINING FILM PERMITS**





UPDATES TO THE ORDINANCE

- Updating “small operations definition
- Including Expressive Activity

7. “Small Operations” shall mean filming activity that: (i) involves fewer than 25 persons, (ii) does not require the closure of any portion of streets, sidewalks, public passageways, or any public property, and does not create any obstruction to free the passage of pedestrians and vehicles, and complies with all vehicle and pedestrian traffic laws, (iii) does not involve the use of aerial vehicles (manned or unmanned) or any vehicles, as defined in the Vehicle Code, during filming; (iv) does not involve any pyrotechnics, simulated or actual gunfire, or animals, except for domestic animals and/or service animals that are kept in compliance with applicable leash laws, and (v) does not require use of any city services. For purposes of this Chapter, persons engaged in Filming Activity that are unaffiliated with event organizers may make use of this exception.

8. “Studio” shall mean a fixed place of business certified as such by a local fire authority having jurisdiction where filming activities (motion or still photography) are regularly conducted upon the premises.

Section 8.70.020 – General provisions.

1. Permit Required. Except as provided by the terms of a permit, lease, or contract which has been specifically authorized by the City Council, no person shall use any City property for Filming Activity without first applying for any receiving a Permit from the public works director or designee.

2. The provisions of this Chapter shall not apply to the following:

A. News Media, including reporters, photographers or camerapersons employed by a newspaper, news service, or similar entity engaged in on-the-spot print media, publishing or broadcasting, of news events concerning those persons, scenes, or occurrences which are in the news and of general public interest; or

B. Small Operations; or

C. Filming activities (motion or still photography) conducted at a Studio; or

D. Photographers conducting still photography; or

E. City produced government access films-; or

E-F. Expressive Activity as defined by Section 8.60.020(4), involving less than 150 people. Expressive Activity involving more than 150 people shall be subject to the provisions of Chapter 8.60. Nothing in this Chapter shall require persons or entities to obtain a permit for Expressive Activities, where such activity is addressed by Chapter 8.60 of this Title.



FILM PERMIT

- Requires film permit:
 1. Filming on public property

- Does not require film permit:
 1. Filming on private property
 2. News media
 3. Small operations
 - Filming activity with
 - Fewer than 25 persons
 - Does not require the closure of any public property
 - Does not obstruct free passage of pedestrians/vehicles
 - Does not involve drones
 - Does not involve pyrotechnics, simulated or actual gunfire, and non-domesticated animals
 - Filming activity that is unaffiliated with event organizers
 4. Filming at a studio
 5. Still photography
 6. City produced government access films
 7. Expressive Activity
 - involving less than 150 people



IMPACTS ON CITY RESOURCES

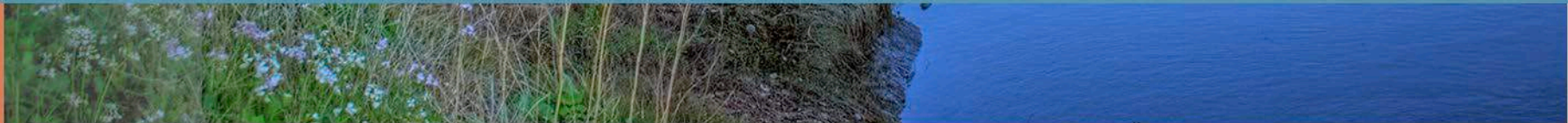
- Public works director or designee issues film permits
- City permitting system
- Enforcement



THANK YOU



DIRECTION ON DRAFT ORDINANCE FOR PRESERVING PARK LAND





BACKGROUND

- City Council Meetings
 - September 21, 2021
 - Discussion on drafting an ordinance
 - October 23, 2021
 - Direction to return to City Council
 - May 24, 2022
 - Direction to draft ordinance



DRAFT ORDINANCE HIGHLIGHTS

- Protects parks and open space
- Prohibits the conversion of lands designated Open Space Conservation (OSC)
- Prohibits recreational lands owned or controlled by the City in the Public Facilities (PF) District from being converted to other uses
- Rezone Seminary Oaks Park from Single Family Suburban Residential to OSC, and rezone Sharon Hills Park from Residential Estate Suburban Residential – Combining to OSC
- Amend the General Plan to re-designate Seminary Oaks Park and Sharon Hills Park from Low Density Residential land use designation to Parks and Recreation land use designation and re-designate from Very Low Density Residential land use designation to Parks and Recreation land use designation



UPDATES TO THE DRAFT ORDINANCE

- SECTION 16.08.105 (page three of ordinance)
 - To include
 - “... without first submitting to the voters of the City of Menlo Park an advisory ballot measure which seeks the voters’ opinion on whether parkland and/or parks may be converted to a different municipal purpose or discontinued or abandoned as parkland or parks.”
 - “For purposes of this section “uses in support of said recreational opportunities and/or programs” shall not include (1) parking lots or (2) civic center buildings in Burgess Park, neither of which shall be subject to the prohibition on conversion of uses set forth in this section.”

16.08.105 Conversion of Parkland and Parks Prohibited.
The City shall neither convert to a different municipal purpose nor discontinue or abandon the use of parkland or parks for any reason or by any means, including without limitation 1) pursuant to Government Code Section 38400-38418; 2) pursuant to Government Code 38440-38462 et seq.; 3) pursuant to Government Code Section 38501-38510; and 4) pursuant to Government Code Section 37111, without first submitting to the voters of the City of Menlo Park an advisory ballot measure which seeks the voters’ opinion on whether parkland and/or parks may be converted to a different municipal purpose or discontinued or abandoned as parkland or parks.

For purposes of this section “parkland” shall mean any land designated in the City of Menlo Park General Plan and/or in any adopted city maps as “Parks and Recreation.”

For purposes of this section “park” shall mean land and facilities, or portions thereof, that are owned or controlled by the City and provide recreational opportunities and/or programs as well as uses in support of said recreational opportunities and/or programs, for the benefit and enjoyment of residents and visitors of City. For purposes of this section “uses in support of said recreational opportunities and/or programs” shall not include (1) parking lots or (2) civic center buildings in Burgess Park, neither of which shall be subject to the prohibition on conversion of uses set forth in this section.



REQUESTED APPROVAL ON NEXT STEPS

- Staff brings to Planning Commission
- Return ordinance as a public hearing to the City Council
- Adopt ordinance at a subsequent City Council meeting



THANK YOU



INTERSECTION IMPROVEMENTS ON WILLOW ROAD FOR MENLO UPTOWN PROJECT

City Council Meeting: August 8, 2022

ARNESTO G. FERRER
CIVIL ENGINEER



AGENDA

- Background
- Willow Road Improvements
- Staff Analysis
- Recommendation



BACKGROUND

- Menlo Uptown development (approved in September 2021) included several street improvements to address Level of Service (LOS) deficiencies

- On May 24, 2022 City Council approve the Public Improvement Agreement for the project
 - Council directed staff to bring back two improvements on Willow Road for reconsideration

- Staff have gathered relevant data and information about these two improvements



BACKGROUND USE OF LOS IN MENLO PARK

- SB 743 replaced LOS as a CEQA metric with VMT
- Development projects evaluated for General Plan consistency, which includes LOS
- City TIA guidelines require:
 - Evaluate intersections with 10 more trips as a result of development
 - Identify improvements if LOS declines below LOS D or if trips add 0.8 seconds of delay per vehicle
 - Improvements evaluated for feasibility – exclude improvements that require significant right-of-way cost or removal of existing pedestrian or bicycle infrastructure
- Intersections are evaluated both at project opening (near term) and in 2040 (cumulative)



MENLO UPTOWN LOS IMPROVEMENTS NEAR TERM (PROJECT OPENING)

Location	Improvement	In TIF Nexus Study?	Requires intersection widening?
Willow Road and Bay Road	Adjust lanes, reduce median width but retain median)	Yes	No
Willow Road and Coleman Avenue	Add right turn pocket from NB Willow Road	No	Yes
Willow Road and Gilbert Avenue	Adds right turn pocket from NB Willow Road	No	Yes



MENLO UPTOWN LOS IMPROVEMENTS CUMULATIVE (2040)

Location	Improvement	In TIF Nexus Study?	Requires intersection widening?
Chrysler Drive & Jefferson Drive	Install signal and convert the shared left/right lane to one left-turn lane and one right turn lane on northbound Jefferson Drive	Partial	Partial (NB Jefferson Drive)
Chrysler Drive & Independence Drive	Add signal control	Yes	No
Chilco Street & Bayfront Expressway	Convert second left turn lane to a left/right lane, shift bike lane and separate bike signal phase	No	No
Chilco Street & Constitution Drive	Create separate right turn, thru, and left turn lanes on SB Constitution (may require some ROW)	No	Yes



STAFF ANALYSIS

- Menlo Uptown adds few new trips at the intersections on Willow Road – 11 in the AM peak, 4 in the PM peak – and modest additional delay – 2.6 seconds
- Proposed improvements at Willow Road and Coleman Avenue shows limited reduction in delay
- Proposed improvements at Willow Road and Gilbert Avenue show more reduction in delay, but require removal of a heritage tree
- Delay reductions are estimates that do not account for induced demand or network effects
- Proposed improvements increase crossing distance for pedestrians on a safe routes to school route

ALTERNATE IMPROVEMENT

- Protected-Permissive left turn phase
 - Can reduce delay for some users
 - Reduces conflicts between pedestrians and left turning vehicles
- Cost - \$150,000 to \$300,000 per location (higher number if new poles are required)





RECOMMENDATION

- Staff recommends the City Council consider adopting a resolution to remove improvements at Willow Road and Gilbert Avenue and at Willow Road and Coleman Avenue from the Menlo Uptown public improvement agreement (PIA)
- Staff also seeks direction on pursuing the alternative improvement option



THANK YOU