



REGULAR MEETING MINUTES

Date: 8/23/2022
Time: 6:00 p.m.
Location: Zoom

Regular Session

A. Call To Order

Mayor Nash called the meeting to order at 6:03 p.m.

B. Roll Call

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

C. Agenda Review

Staff will be providing updates following public comment and on item E1.

D. Public Comment

None.

Police Chief Dave Norris reported out on the Oak Grove Avenue and Alma Street shooting.

E. Presentations and Proclamations

E1. Certificate of Recognition: Menlo Park Sister Cities Young Artists and Authors Showcase winner

This item was continued to the September 20 City Council meeting.

F. Study Session

F1. Review and provide direction on the updated community amenities proposal for the Willow Village master plan project (Staff Report #22-166-CC)

City Councilmember Combs was recused and exited the meeting.

Acting Planning Manager Kyle Perata made the presentation (Attachment).

Applicant Michael Ghielmetti made a presentation (Attachment).

Willow Village Subcommittee made a presentation.

- Matt Regan spoke in support of the project and proposal.
- Michael Jo spoke in support of the project

- Ali Sapirman spoke in support of project.
- Vince Rocha spoke in support of the project.
- Ken Chan spoke in support of the project.
- Bryan Shields spoke in support of the project.
- Jordan Grimes spoke in support of the project.
- Jeffrey Moore spoke in support of the project.
- Colin Bookman spoke in support of the project.
- Jenny Michel spoke in support of the project.
- Adina Levin spoke in support of the community amenities proposal and funding for affordable housing, air and noise quality, and an electric shuttle.
- Katie Behroozi spoke on concerns related to the circulation plans generating more traffic and in support of the shuttle.

The City Council received clarification on the Subcommittees recommendations and identified values.

The City Council discussed the shuttle, potential routes, and utilizing the transportation master plan for shuttle flexibility in ridership and future users.

City Councilmember Combs rejoined the meeting.

- F2. Aquatics program analysis and preliminary considerations for an aquatics operator request for proposals (Staff Report #22-163-CC)

City Councilmember Mueller was recused and exited the meeting.

Library and Community Services Director Sean Reinhart made the presentation (Attachment).

- SOLO Aquatics Coach Tom McRae spoke in support of researching numbers and the wants and needs of a pool operator request for proposals (RFP).

The City Council received clarification on in-service training requirements, best practices, and retaining popular programs regardless of operator.

The City Council discussed transportation to Burgess and Menlo Park Community Campus (MPCC) pools, prioritizing and incentivizing use by Menlo Park residents, in-house pool operations costs and options, identical or equivalent operating schedules and programs at both aquatics centers, the distinction between operating hours and lane hours (number of lanes per pool activity per hour), agreement term length, and fees and cost recovery.

The City Council directed the following to be considered in the RFP:

- Operator taking over some of the maintenance responsibilities
- More frequent check-ins with operator
- Additional oversight by City staff of operations, programs, hours
- Approval by City for operators to utilize subcontractors
- Prioritize and incentivize Menlo Park resident use of the pools
- Affordable swim lesson fees for residents

City Councilmember Mueller rejoined the meeting.

G. Consent Calendar

G1. Accept the City Council meeting minutes for August 4 and 9, 2022 (Attachment)

G2. 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 #22-158-CC)

The City Council discussed holding hybrid Planning Commission meetings.

- Adina Levin spoke in support of in-person advisory body meetings.
- Jenny Michel spoke in support of hybrid meetings.
- Jacqui Cebrian spoke in support of hybrid meetings.

G3. Waive the second reading and adopt ordinances 1) amending Title 8, Peace, Safety and Morals, of the Municipal Code to create a comprehensive permitting system for public assemblies and use of City parks and facilities and 2) adding Chapter 8.70 creating a process for obtaining film permits (Staff Report #22-157-CC)

- Elizabeth McCarthy spoke on the special event permitting allowing an exemption for the noise ordinance.

The City Council discussed Café Zoe events compared to special events.

G4. Adopt a resolution modifying the City Council's regular meeting schedule to replace October 25, 2022 with October 18, 2022 (Staff Report #22-159-CC)

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

H. Public Hearing

H1. Adopt a resolution amending the City's comprehensive master fee schedule for the city manager's office, community development, library and community services, public works departments, Menlo Park Municipal Water, and amend the User Fee Cost Recovery Policy (Staff Report #22-167-CC)

Interim Finance Director Marvin Davis made the presentation (Attachment).

Mayor Nash opened the public hearing.

Mayor Nash closed the public hearing.

The City Council received clarification on the duration of master fee schedule, fee waiver annual totals, and the next review of the master fee schedule.

The City Council discussed staff reporting back on revenue forfeitures related to electrification.

The City Council took a brief recess at 8:39 p.m.

The City Council reconvened at 8:51 p.m.

ACTION: Motion and second (Wolosin/ Mueller), to adopt a resolution amending the City's master fee schedule to incorporate proposed changes in fees to become effective immediately, August 23, 2022, or as required by statute for the following departments: city manager's office, community development, library and community services, public works, Menlo Park Municipal Water, direct staff include when electrification revenue forfeiture reaches \$150,000 the master fee schedule is returned to the City Council, and amend the User Fee Cost Recovery Policy, passed unanimously.

H2. Adopt a resolution to abandon the public service easements within the properties at 141 Jefferson Drive, 180 Constitution Drive and 186 Constitution Drive (Menlo Uptown)
(Staff Report #22-165-CC)

Associate Engineer Eric Hinkley made the presentation (Attachment).

Mayor Nash opened the public hearing.

Mayor Nash closed the public hearing.

ACTION: Motion and second (Combs/ Nash), to adopt a resolution ordering the vacation and abandonment of public service easements within the properties at 141 Jefferson Drive, 180 Constitution Drive and 186 Constitution Drive associated with the proposed redevelopment of the project site, passed unanimously.

I. Regular Business

I1. Direction regarding filling of City Council vacancies (Staff Report #22-160-CC)

City Attorney Nira Doherty made the presentation (Attachment).

- Adina Levin spoke on concerns of an unrepresented District by a City Council vacancy and in support of interim appointments.

The City Council received clarification on invalidity of the current ordinance, interim appointment timing for State law, and City Council resignations.

The City Council discussed options for amending the Menlo Park Municipal Code (MPMC), impacts of a four-member City Council pending a special election, public outreach in the District where the vacancy occurs, appointment process, and requiring an appointment upon resignation.

The City Council directed staff to draft an ordinance reflecting the State procedures for filling a councilmember vacancy which procedures provide the city council the option to fill a vacancy by appointment or election.

J. Informational Items

J1. City Council agenda topics: September 2022 (Staff Report #22-164-CC)

J2. Update on the Middle Avenue complete streets project (Staff Report #22-161-CC)

- Matthew Rascoff spoke in support of the traffic calming measures, increasing bike lanes, and

protections.

- Brendan Visser spoke in support of bike lanes in both directions.

J3. Updates about city-hosted community events and observances (Staff Report #22-162-CC)

The City Council discussed historical Halloween parades and future reports including the costs associated with events.

K. City Manager's Report

City Manager Justin Murphy reported out on walking tours of the MPCC building, music event at Belle Haven school, and the Nealon Park zip line.

L. City Councilmember Reports

Mayor Nash reported out on the MPCC building tour.

M. Adjournment

Mayor Nash adjourned the meeting at 10:21 p.m.

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

These minutes were approved at the City Council meeting of September 13, 2022.



WILLOW VILLAGE MASTER PLAN PROJECT

1350- 1390 Willow Road, 925- 1098 Hamilton Avenue, 1005-1275 Hamilton Court
Updated Community Amenities Proposal Study Session
Staff Presentation to City Council, August 23, 2022



MEETING PURPOSE

- Study session to review updated community amenities proposal
 - Receive applicant presentation
 - Receive public comment
 - Ask clarifying questions
 - Provide feedback on applicant's updated proposal
- Council should provide feedback on the following:
 - whether the proposed amenities satisfy the criteria and need for community amenities
 - whether the applicant and/or City have adequately valued the proposed community amenities
 - whether the proposed amenities are consistent with the current City Council-adopted community amenities list

WILLOW VILLAGE PROJECT LOCATION





PROPOSED SITE PLAN



LEGEND	
1	Town Square
2	Grocery Store on Ground Level
3	Publicly Accessible Park
4	Publicly Accessible Dog Park
5	Elevated Park Access (Elevator and Stairs)
6	Elevated Park
7	Hotel
8	Mixed-Use Block
9	Residential Block
10a	Office Campus
10b	Meeting & Collaboration Space
11	Parking Garage with Transit Hub on Ground Level
12	Proposed Multi-use Pathway
13	Willow Road Tunnel
14	Realigned Hamilton Avenue
15	Hamilton Avenue Parcel North
16	Hamilton Avenue Parcel South



COMMUNITY AMENITIES EVALUATION

- Willow Village's minimum required value: \$133.3 million
 - Estimated valuation of updated proposal: \$187.7 million
- City Council study session (May 24, 2022)
- Willow Village City Council subcommittee
 - Working directly with applicant to update the proposal
 - Updated proposal submitted in response to these discussions
 - Subcommittee to continue to work with staff on development agreement and community amenities



REVISED COMMUNITY AMENITY PROPOSAL

- See Tables 2 and 3 for details on all proposed community amenities
- Modifications to proposal since May 24, 2022 study session:
 - Added Bayfront Area shuttle for 17 years: \$9,700,000
 - Added funding for Willow Road feasibility study: \$100,000
 - Added funding for affordable housing: \$5,000,000
 - Added funding for air quality and noise monitoring in Belle Haven: \$150,000
 - Reduced value of elevated park by 50 percent: (\$66,834,336)
 - Removed community mobile market funding: (\$4,299,571)
 - Removed dog park improvements: (\$1,058,510)
 - Removed Willow Road tunnel bike/pedestrian paths: (\$22,250,919)



COMMUNITY AMENITIES VALUATION

- Preliminary valuation
 - Required minimum value: \$133.3 million
 - Previous proposal: \$267.1 million
 - Updated proposal: \$187.7 million
- City Council subcommittee letter on the updated amenities (Attachment K)
 - Subcommittee states updated proposal includes sufficient qualifying community amenities
 - Letter outlines specific topics for clarifications and refinements



NEXT STEPS

- City staff continue to conduct project review
 - Release Final EIR
 - Review and prepare land use entitlements
- Potential hearing schedule
 - Planning Commission recommendation mid-to-late October
 - City Council initial actions in early-to-mid November
- Future hearings tentative and dependent on completion of environmental and entitlement review



MEETING PURPOSE

- Review and provide feedback on the following:
 - whether the proposed amenities satisfy the criteria and need for community amenities
 - whether the applicant and/or City have adequately valued the proposed community amenities
 - whether the proposed amenities are consistent with the current City Council-adopted community amenities list
- Provide any additional feedback on the updated community amenities proposal



THANK YOU



WILLOW
VILLAGE



Community Amenities & Benefits

AUGUST 23, 2022



Community Amenities Overview: \$133M Required, \$200M Proposed

- Full-Service Grocery Store
- Full-Service Grocery Store Rent Subsidy
- Pharmacy Services
- ATM/Banking Services
- Restaurants/Cafes
- Community Entertainment Retail
- Publicly Accessible Open Space
- Job Training & Internships for Local Residents
- Rent Support for Local Teachers
- Belle Haven Shuttle
- Additional Funding for Affordable Housing Programs
- Belle Haven Air Quality & Noise Monitors
- Willow Road Feasibility Study Funding

Willow Village Community Outreach & Engagement

Community Meeting

After more than three years of conversations with neighbors, local community organizations and civic leaders, we have recently submitted refined plans for Willow Village to the City of Menlo Park.

Input from our Belle Haven neighbors has been critical to this evolution, and has led to important changes, like prioritizing the grocery store in the first phase and safe, convenient access across Willow Road on an elevated park.

Please join us for a special virtual meeting for the Belle Haven community
Thursday, February 4 at 6:00pm

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“Balancing and housing”

“A full-service grocery store”

“Provide a safe connection with Belle Haven”

“Sustainability”

“Balancing jobs and housing”

“Reduced traffic impacts”

“A full-service grocery store”

“Provide a safe connection with Belle Haven”

“Affordable housing, especially for seniors”

“Sustainability”

DETACH HERE AND DROP IN THE MAIL

NAME: _____
ADDRESS: _____
EMAIL: _____

Sign me up for the following meeting(s):
 Thursday, February 25, 6:00 pm
 Wednesday, March 10, 6:00 pm
 Thursday, April 8, 6:00 pm
 Yes! I support Willow Village
 I would like to receive updates via email



Community Outreach & Engagement

- **Thousands of community stakeholders**
- **10 large community meetings**
- **Live polling sessions**
- **+ 1,000 online surveys**
- **Bi-lingual flyers**
- **Menlo Park resident input & feedback**
- **Social media advertising**
- **Stakeholder endorsement & support**

Community Voices: What We Heard

- 1) Full-service grocery store
- 2) Affordable housing
- 3) A balance in new jobs and new housing units
- 4) New Town Square
- 5) Publicly Accessible Open Space

What We Heard: Retail Preferences

- 1) Grocery Store
- 2) Restaurants/cafes
- 3) Bakery/coffee houses/ice cream
- 4) Family entertainment
- 5) Pharmacy

What We Heard: Parks & Open Space Preferences

- 1) Seating areas/benches/picnic areas
- 2) Grass for landscaped areas for relaxing
- 3) Community/cultural events/
farmer's markets/food trucks
- 4) Live music/event venue (i.e. amphitheater)
- 5) Play structures/games areas

“Build something for the community first”

“Do something about the traffic in the area”

“Collaboration is key”

“Think about the need of the very low income families of the area. We need more affordable housing”

“Facebook should make sure a grocery store, pharmacy and parks are built for the Belle Haven area”

“Just be sure to work toward carbon neutral”

Revisions Based on Community Feedback

**SILICON VALLEY
BUSINESS JOURNAL**

Smaller footprint, greater focus on community amenities in Facebook's Willow Village update

San Jose Mercury News

Facebook proposes focused revamp of Willow Village in Menlo Park

What We Heard: **What We Changed**

- **Addressed the need for grocery, retail, and entertainment**
- **Accelerated major community amenities to start in Phase I**
- **Improved connections to the Belle Haven neighborhood**
- **Improved the job/housing balance**
- **Provided more affordable housing**
- **Reduced office space**
- **Reduced traffic impacts**
- **Created exciting new open spaces, parks and trails**

Community Amenities & Benefits Summary



Community Amenities & Benefits

Full-Service Grocery Store



Community Amenities & Benefits

Full-Service Grocery Store



Community Amenities & Benefits

Grocery Store Rent Subsidy for 1st Phase Acceleration



Community Amenities & Benefits

Pharmacy Services

**Bank/Credit Union
Branch with ATM**



Community Amenities & Benefits

High Quality
Affordable Housing



Restaurants/Cafes



Community Amenities & Benefits

Community Entertainment Offerings



Job Training & Community Hub



Community Amenities & Benefits

Elevated Park



Community Amenities & Benefits

Elevated Park



Community Amenities & Benefits

Elevated Park



Community Amenities & Benefits

Town Square

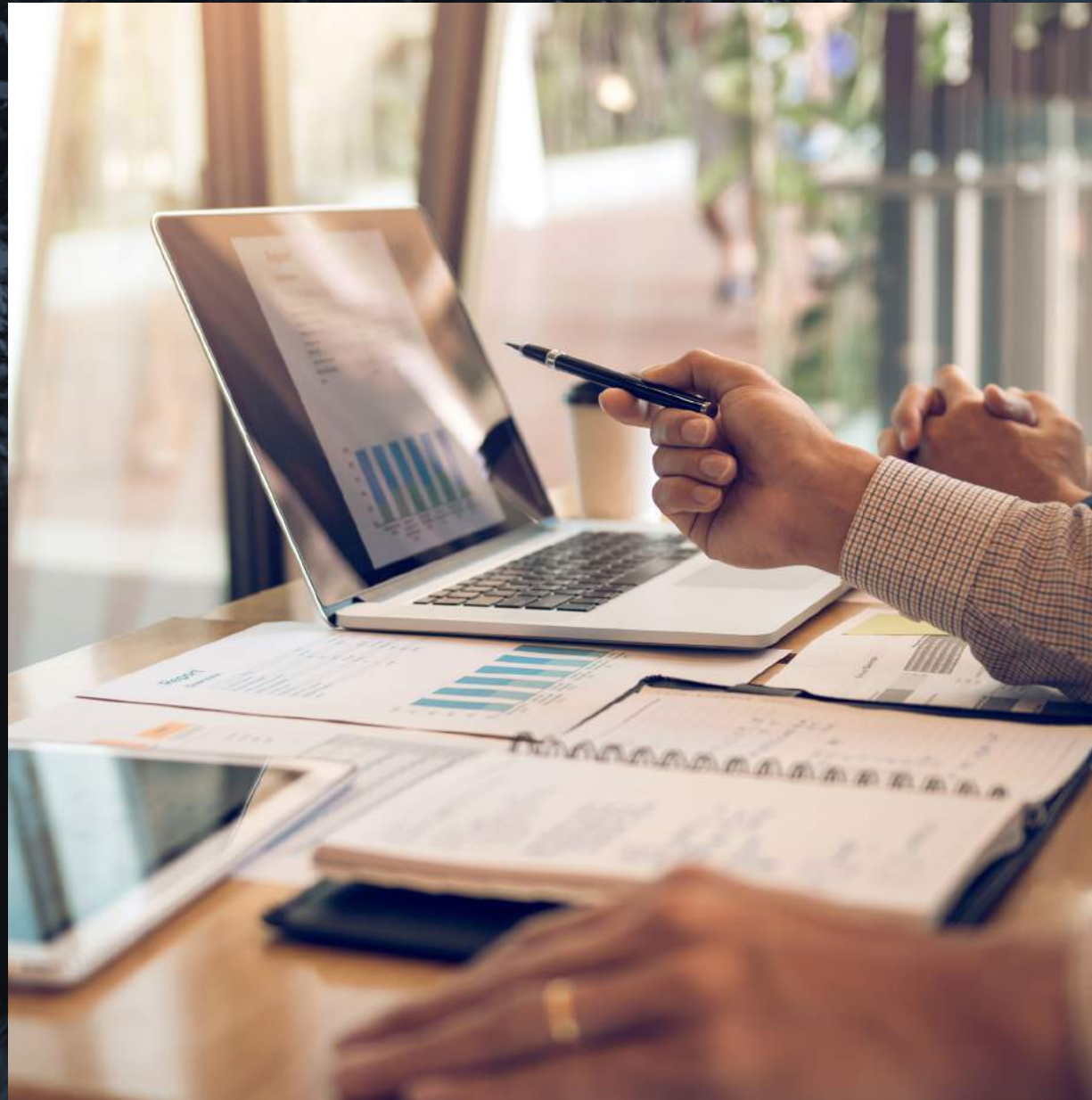


Community Amenities & Benefits

Publicly Accessible Open Space



Additional Community Amenities & Benefits



Additional Community Amenities & Benefits

Belle Haven Shuttle



Additional Community Amenities & Benefits

Additional \$5M for affordable housing programs with priority for Belle Haven residents



Additional Community Amenities & Benefits

Willow Road Feasibility Study

High Quality Air and Noise Monitors in Belle Haven





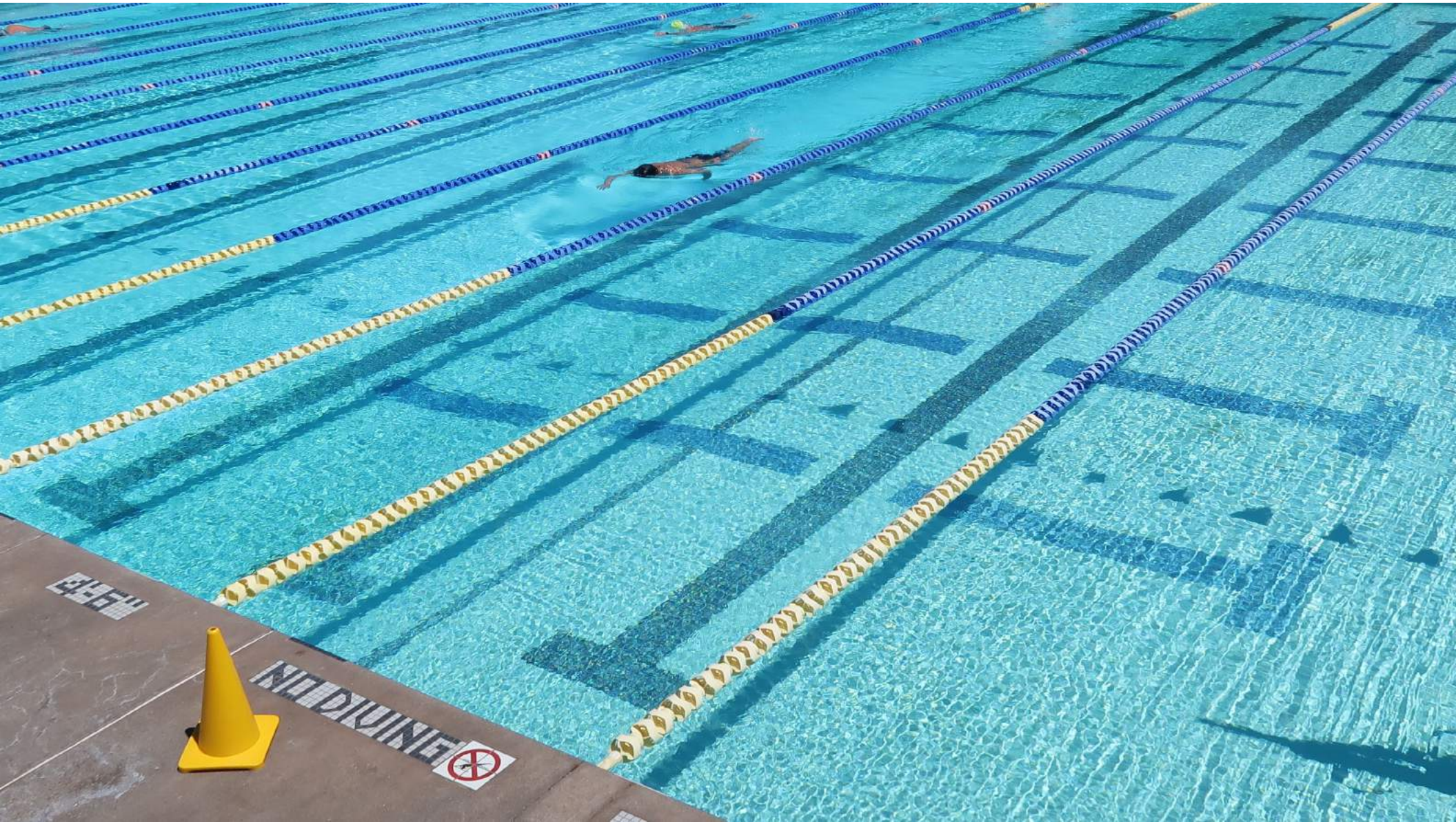
WILLOW VILLAGE PROVIDES **\$200M** IN COMMUNITY AMENITIES & BENEFITS VALUE





AQUATICS ANALYSIS AND PRELIMINARY CONSIDERATIONS FOR AQUATICS RFP

City Council – August 23, 2022





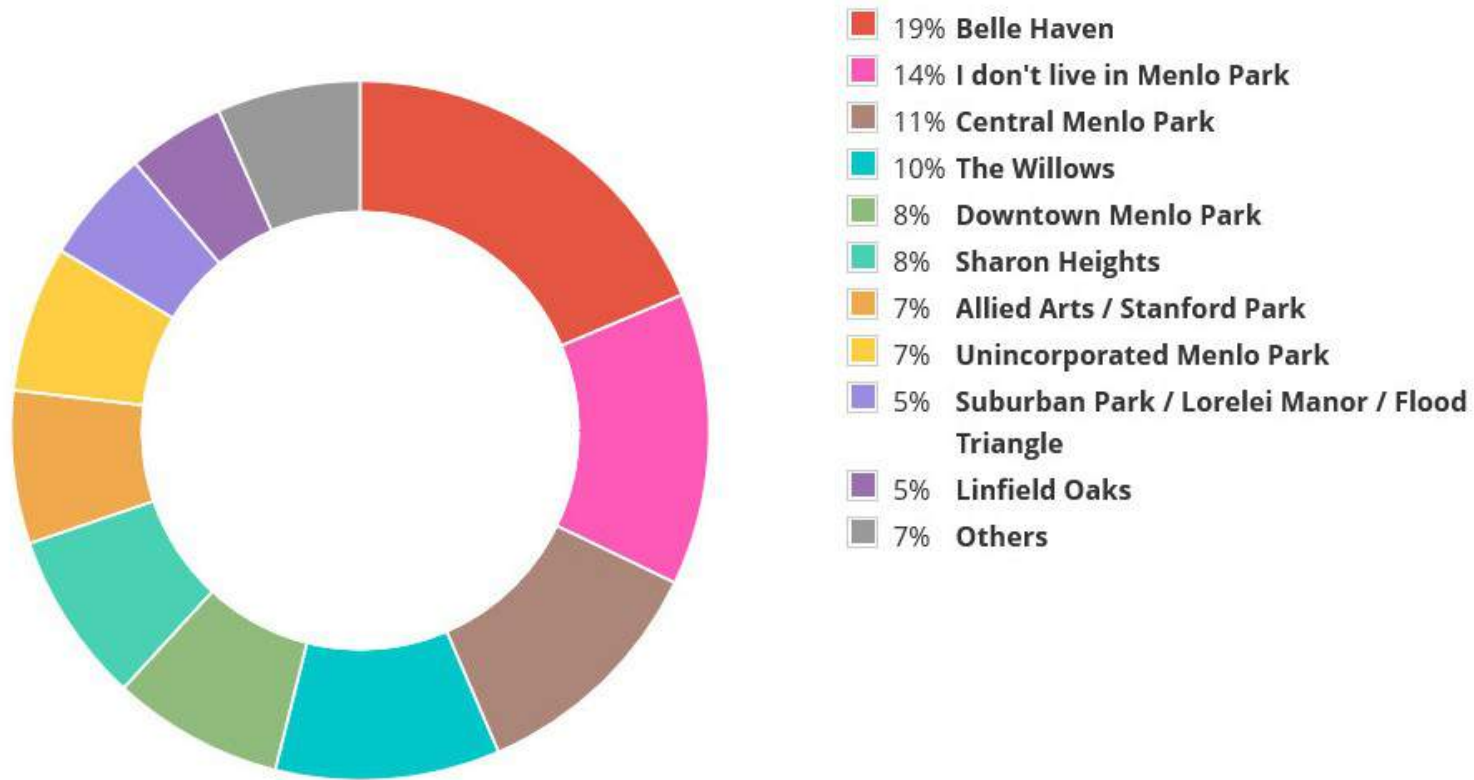
Survey – aquatics-related excerpts*

- Resident survey - recreation and community programs
- Developed with input from the MPCC Subcommittee and working group, Parks and Recreation Commission, Library Commission, and City Council
- Survey opened June 13, closed August 10
- 900+ respondents
- Aquatics-related excerpts - Attachment A to the report

*Staff will present the full results of the recreation and community programs survey to City Council in the context of MPCC project updates tentatively scheduled on September 13.



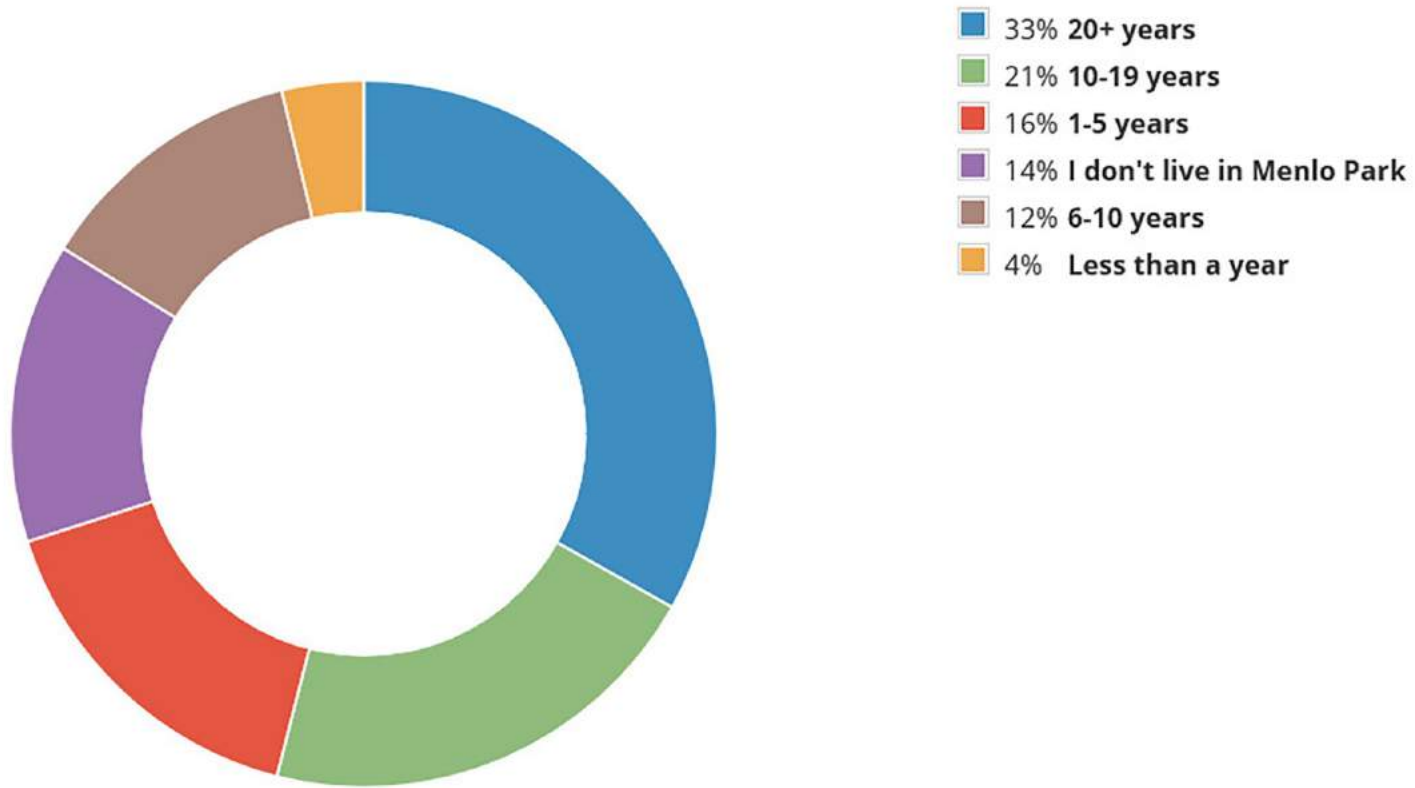
1. What neighborhood of Menlo Park do you live in now?



932 respondents



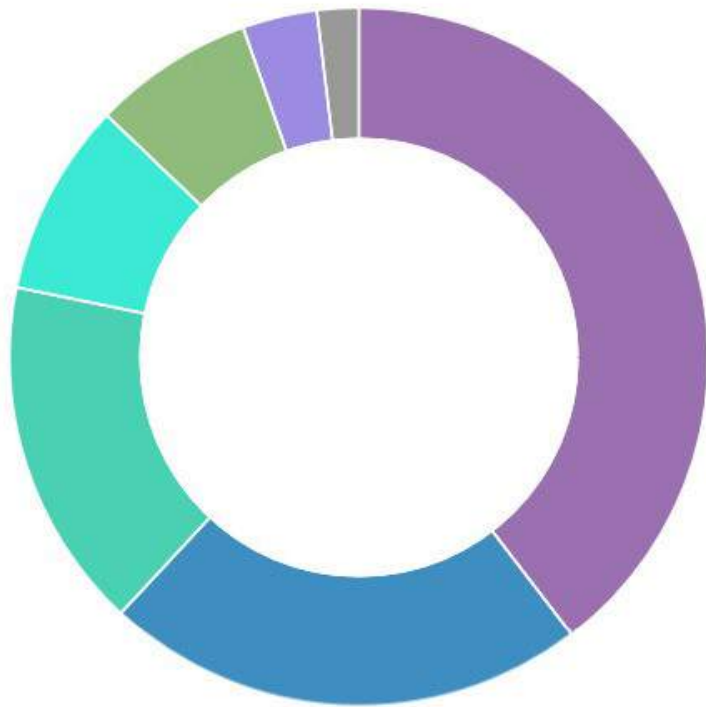
2. How long have you lived in Menlo Park?



932 respondents



18. What is your age?



- 40% **45-64**
- 22% **35-44**
- 16% **65-74**
- 9% **75+**
- 7% **25-34**
- 3% **I prefer not to answer**
- 2% **Others**

724 respondents



3. What age groups live in your household? (Check all that apply)

77%	Adults	669 ✓
27%	Children	239 ✓
27%	Adults 65+	234 ✓
23%	Teenagers / tweens	204 ✓
13%	Infants/ toddlers	114 ✓
1%	I don't know / I prefer not to answer	8 ✓

870 Respondents



Survey insights

Statements most often rated “somewhat important” or “very important” (combined %):

- A. 93% - “Swimming pools are open year-round”
- B. 91% - “Swimming pools are open seven days per week”
- C. 91% - “Swimming pools are focused on the needs of Menlo Park residents”
- D. 89% - “Swimming pools have free or discounted fees for Menlo Park residents”
- E. 89% - “Swimming lessons for children”
- F. 89% - “Open swim / community swim time in big pool”
- G. 87% - “Adult lap swimming”
- H. 85% - “Children / families have priority to use swimming pools for play and social time”
- I. 84% - “Aquacise / exercise classes” | 83% - “Aqua therapy / physical therapy”



Survey insights (cont'd)

- J. 51% - “Never” or “rarely” visit City-operated pools
- K. 26% - Visit City-operated pools once or more per week

Statements most often rated “not at all important”:

- L. 39% - “Swimming pools attract participants from outside Menlo Park who are charged higher fees”
- M. 34% - “Competitive swimming / sports have priority to use the pools for training and competitions”
- N. 27% - “Competitive swimming and sports”
- O. 23% - “Lap swimmers have priority to use the pools”
- P. 20% - “Wading pool, splash pad”



4. How often do you typically use or visit these locations operated by the City of Menlo Park?

	Never	Rarely, once a year or less	A few times a year	Once or twice a month	Once or twice a week	More than once a week
Swimming pools	40% Never	11% Rarely, once a year or less	15% A few times a year	9% Once or twice a month	8% Once or twice a week	18% More than once a week

8. How important are the following aquatics and swimming programs?

	not at all important	somewhat important	very important
Swimming lessons for children	11% not at all important	20% somewhat important	69% very important
Swimming lessons for adults	18% not at all important	41% somewhat important	40% very important
Adult lap swimming	12% not at all important	30% somewhat important	57% very important
Wading pool, splash pad	20% not at all important	34% somewhat important	45% very important
Competitive swimming and sports	27% not at all important	39% somewhat important	34% very important





8. How important are the following aquatics and swimming programs?

	not at all important	somewhat important	very important
Open swim / community swim time in big pool	11% not at all important	24% somewhat important	65% very important
Aqua therapy / physical therapy	17% not at all important	38% somewhat important	45% very important
Aquacise / exercise classes	16% not at all important	40% somewhat important	44% very important

748 respondents



9. For aquatics and swimming programs, how important are the following items?

	not at all important	somewhat important	very important
Children / families have priority to use swimming pools for play and social time	15% not at all important	39% somewhat important	46% very important
Competitive swimming / sports have priority to use the pools for training and competitions	34% not at all important	46% somewhat important	19% very important
Lap swimmers have priority to use the pools	23% not at all important	50% somewhat important	27% very important
Therapy swimming / older adult swimming has priority to use the pools	18% not at all important	49% somewhat important	33% very important
Adaptive swimming for people with disabilities have priority to use the pools	18% not at all important	44% somewhat important	37% very important
Beginners / children's swimming lessons have priority to use the pools	13% not at all important	41% somewhat important	46% very important



9. For aquatics and swimming programs, how important are the following items?

	not at all important	somewhat important	very important
Swimming pools are open year-round	7% not at all important	21% somewhat important	72% very important
Swimming pools are open seven days per week	8% not at all important	20% somewhat important	71% very important
Swimming pools are focused on the needs of Menlo Park residents	9% not at all important	19% somewhat important	72% very important
Swimming pools have free or discounted fees for Menlo Park residents	11% not at all important	25% somewhat important	64% very important
Swimming pools attract participants from outside Menlo Park who are charged higher fees	39% not at all important	37% somewhat important	23% very important

707 respondents





Comparative data – other aquatics programs

- Attachment C to the report
- Current aquatics data from 13 other municipal jurisdictions in the area
- Bay Area Public Pool Operators Association (BAPPOA) survey responses from before the pandemic
- Maps showing locations of various types of swim centers in the region
- Difficult to directly compare different jurisdictions' aquatics programs because the programs vary widely in scope, facility features, programs offered, hours of operation and operational structure.



Preliminary estimate – City-operated aquatics

- City of Menlo Park directly operates multiple complex and highly regulated public services, including: full-day preschool child care, youth athletic leagues, senior center meal service, transportation for youth and older adults, municipal water utility and public safety
- City has not directly operated Burgess Pool since 2006
- Several preparatory steps would be needed before the City assuming direct operations of Burgess Pool and/or the new MPCC pool, including budget authorizations, recruitments and classifications, and regulatory certifications.



Preliminary estimate – City-operated aquatics

Rough-order-of-magnitude (ROM) estimate for the City to directly operate Burgess Pool and MPCC pool year-round, seven days per week:

- Increase 4.0-7.0 full-time equivalent (FTE) benefitted employees – approximately \$0.75 million - \$1.0 million
- Increase 90-150 part-time, temporary non-benefitted employees – approximately \$1.0 million - \$1.7 million
- Continue to bear maintenance costs for Burgess Pool and MPCC Pool – approximately \$0.65 million to \$1.0 million
- Increase administrative costs – approximately \$0.10 million
- Estimated annual expenditures: \$2.5 million - \$3.8 million
- Estimated annual revenues: \$0.75 million - \$2 million





Request for Proposals (RFP)

Staff is preparing a new RFP for an aquatics operator at Burgess Pool and MPCC Pool on the following proposed timeline:

- September 20 – City Council review and authorize RFP for issuance
- October – RFP issued
- November – Proposals due
- November to January – Evaluate proposals
- January 10 or 24 – City Council identify preferred provider and authorize city manager to negotiate agreement
- February 14 or 28 – City Council authorize city manager to execute agreement.



Proposed program requirements - RFP

List is numbered for convenience only; items are in no particular order or priority:

- A. Require the operator to seek City approval for aquatics user fees. For example, to conform to any fees that City Council may establish in the master fee schedule.
- B. Include revenue sharing with the City to recover the City's facility maintenance and capital costs at a medium rate of cost recovery (30 percent – 70 percent.) The City's total costs to maintain Burgess Pool were \$645,000 in fiscal year 2021-22.
- C. Require a baseline number or percentage of operating hours to be dedicated to open swim/community swim for play and social time; aqua wellness and/or therapeutic classes for seniors and others who benefit from such programs; and a baseline quantity of free or discounted swim lessons to be offered to Menlo Park children.
- D. Require that Burgess Pool and MPCC Pool offer identical or equivalent operating schedules and programs.



Discussion

Per City Council's direction, staff will incorporate City Council feedback into a draft RFP for City Council review and authorization September 20. Staff seeks City Council's feedback and direction on the following items:

- Proposed program requirements for the RFP
- Other elements or requirements City Council desires for the RFP
- If/when to prepare a comprehensive City-run aquatics program operating budget and staffing proposal.





MASTER FEE SCHEDULE PUBLIC HEARING

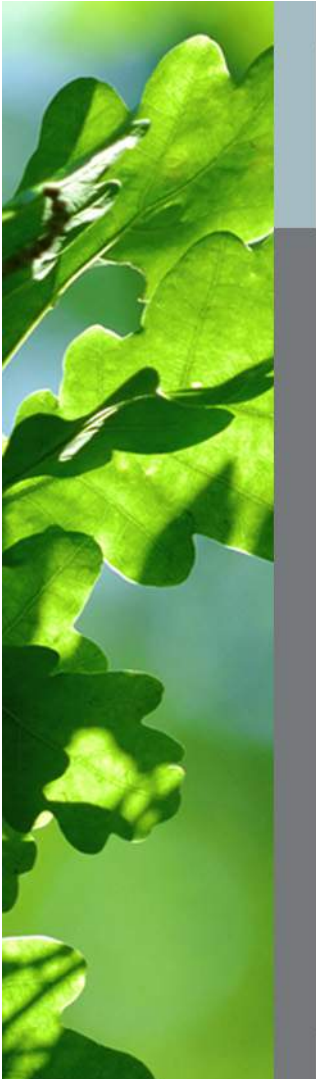
August 23, 2022

ARRERGA FAMILY
GYMNASIUM



BACKGROUND

- The City Council last adopted changes to the Master Fee schedule for fees effective July 2018 and July 2019 at the public hearing held April 24, 2018
- The City imposes different categories of fees with different requirements
 - Fees and charges for use of facilities, services and access to property
 - Discretionary, can be effective immediately following approval by City Council
 - Property development processing and impact fees
 - Cannot exceed reasonable cost of providing service/facilities
 - New fees or changes to existing fees can be effective no sooner than 60 days after approval by City Council
 - Fees relating to public records act requests and copies of documents and reports
 - Limited to actual cost or statutory amount (whichever is lower)
 - No recommendations in this fee category



OVERVIEW OF RECOMMENDATIONS

- **City Manager's Office – Sustainability**
 - Electric vehicle charging stations fees as directed by City Council on August 20, 2019
 - Existing building electrification permit fee waivers and credits
- **Community Development**
 - Signs and awnings
 - Swimming pools
- **Library and Community Services**
 - Elimination of library overdue fines (directed by City Council on April 13, 2021; effective July 1, 2021)
 - Elimination of fees associated with the Menlo Park Senior Center and Onetta Harris Community Center buildings
 - Revisions to Menlo Children's Center tuition (approved by City Council on June 9, 2020)
- **Public Works**
 - New special encroachments fee
 - Remove 8 week maximum from debris box/container on street fee
 - Specify maximum 2 improvement plan reviews
 - New non-standard agreement fee
 - New traffic signal Interruption fee
- **Menlo Park Municipal Water**
 - Increase fire flow test fee from \$270 to \$405



RECOMMENDED ACTION

- Adopt resolution amending the City's master fee schedule to incorporate proposed changes in fees
- Effective immediately
 - Public Works
 - Electric vehicle charging
 - Traffic signal interruption
 - MPMW
 - Fire flow test
- Effective after 60 days
 - Public Works
 - Special encroachments
 - Debris box/container on street
 - Improvement plan reviews
 - Non-standard agreements
 - Abandonments (public easements and ROW)
 - Community Development
 - Signs and awnings
 - Swimming pools



THANK YOU



RESOLUTION TO ABANDON PUBLIC SERVICE EASEMENTS

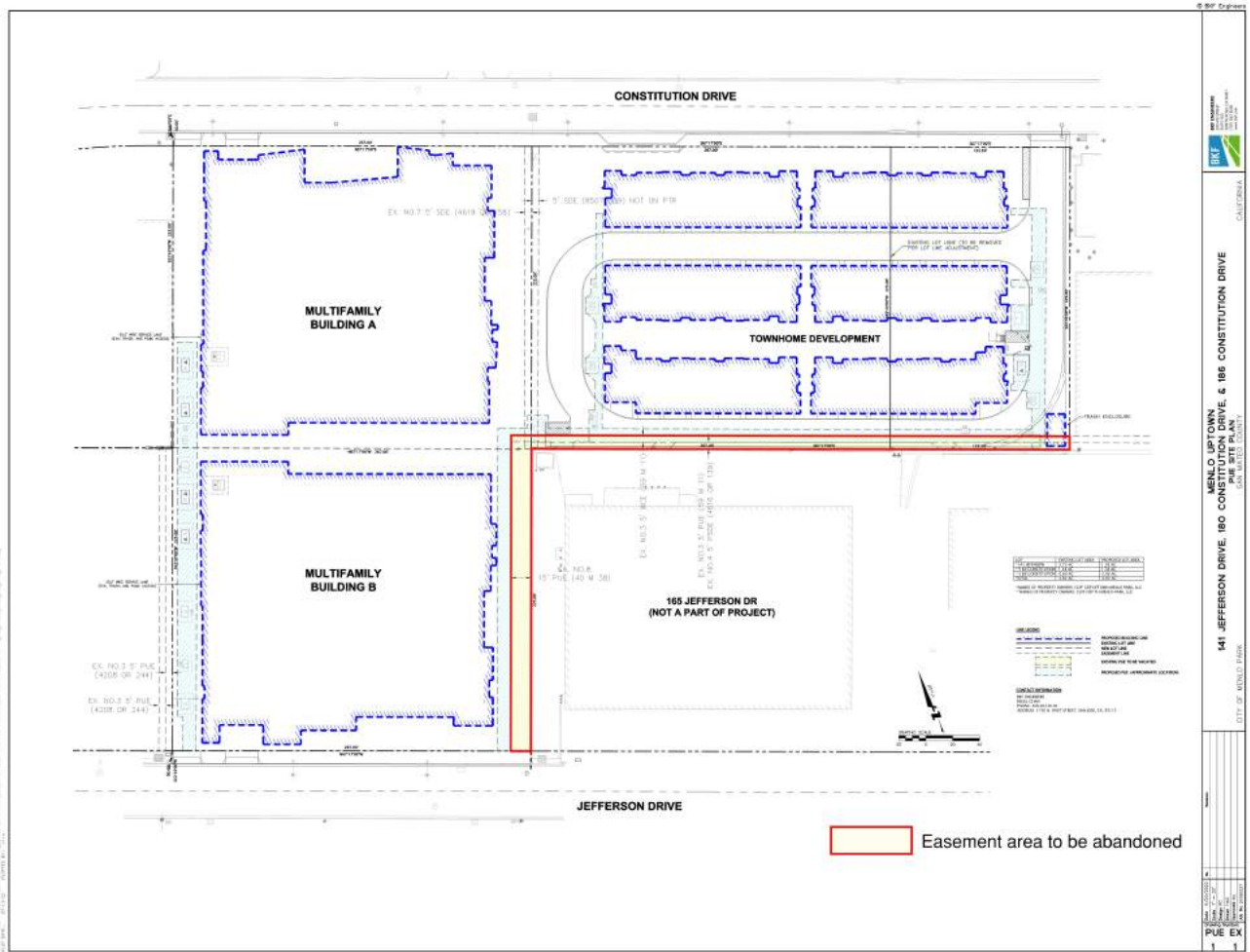
Menlo Uptown – 141 Jefferson Drive, 180 Constitution Drive and 186 Constitution Drive





PROJECT BACKGROUND

- The project was approved in September 2021.
- On May 24, 2022, City Council approved the final map which established new public access and emergency vehicle access easements. The final map was not used to abandon easements related to site utilities.
- On June 28, 2022, City Council adopted Resolution No. 6748 declaring intention to abandon public service easements.
- On July 25, 2022, Planning Commission adopted Resolution No. 2022-16 confirming abandonment was consistent with general plan and recommending approval of abandonment.





RECOMMENDATION

- Recommended action:
 - Adopt resolution ordering the vacation and abandonment of public service easements within the properties at 141 Jefferson Drive, 180 Constitution Drive and 186 Constitution Drive.



THANK YOU

The background of the slide is a landscape photograph. It shows a wide river or stream flowing through a green, hilly area. The sky is filled with large, white and grey clouds, suggesting a bright but slightly overcast day. The water in the river is a deep blue-grey color. In the foreground, there are some tall grasses and small blue flowers.

DIRECTION REGARDING FILLING OF CITY COUNCIL VACANCIES

City Attorney Nira Doherty



CITY COUNCIL OPTIONS

1. Repeal Menlo Park Municipal Code (MPMC) Section 2.04.090 in its entirety and defer to and rely solely on State law for the procedures for filling a vacancy. State law allows the City to within 60 days of the creation of a vacancy to either: (1) fill the vacancy by appointment or (2) call a special election to fill the vacancy. Alternatively, the City Council could revise Section 2.04.090 to codify, verbatim, these State law procedures for filling a vacancy, or
2. Revise MPMC Section 2.04.090 to limit the City to filling every vacancy by special election only (this option would prohibit the City from filling a vacancy by appointment), or
3. Revise MPMC Section 2.04.090 to require that a special election vacancy be filled when petitions bearing a specified number of verified signatures are filed (this option would require a mail in ballot to fill a vacancy), or
4. Revise MPMC Section 2.04.090 to allow the City Council to appoint someone to the City Council until a special election for the vacancy is held (the appointee would hold office only until the date of a special election, which would need to be immediately called to fill the remainder of the term.)



CITY COUNCIL VACANCY FLOW CHART

