



SPECIAL AND REGULAR MEETING AGENDA

Date: 6/23/2020

Time: 5:00 p.m.

Special Meeting Location: [Joinwebinar.com](https://www.joinwebinar.com) – ID# 933-154-779

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/publiccommentJune23*
 - Record a comment or request a call-back when an agenda topic is under consideration: Dial 650-474-5071*
 - Access the special meeting real-time online at: [joinwebinar.com](https://www.joinwebinar.com) – Special Meeting ID 933-154-779
*Written and recorded public comments and call-back requests are accepted up to 1 hour before the meeting start time. Written and recorded messages are provided to the City Council at the appropriate time in their meeting. Recorded messages may be transcribed using a voice-to-text tool.
- Watch special meeting:
 - Cable television subscriber in Menlo Park, East Palo Alto, Atherton, and Palo Alto: Channel 26
 - Online: menlopark.org/streaming

Note: City Council closed sessions are not broadcast online or on television and public participation is limited to the beginning of closed session.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

According to City Council policy, all regular meetings of the City Council are to end by midnight unless there is a super majority vote taken by 11:00 p.m. to extend the meeting and identify the items to be considered after 11:00 p.m.

Special Session ([Joinwebinar.com](https://www.joinwebinar.com) – ID# 933-154-779)

A. Call To Order

B. Roll Call

C. Public Comment

Under “Public Comment,” the public may address the City Council on any subject not listed on the agenda. Each speaker may address the City Council once under public comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The City Council cannot act on items not listed on the agenda and, therefore, the City Council cannot respond to non-agenda issues brought up under public comment other than to provide general information.

D. Consent Calendar

- D1. Accept the City Council meeting minutes for April 21, 2020 ([Attachment](#))
- D2. Adopt Resolution No. 6562 calling and giving notice of holding a General Municipal Election for two City Council seats in districts 3 and 5, requesting that the City Council consolidate the election with the Presidential General Election to be held November 3, 2020, and contracting with the San Mateo County Chief Elections Officer and Assessor-County Clerk-Recorder for election services ([Staff Report #20-132-CC](#))
- D3. Waive second reading and adopt Ordinance No. 1065 regulating the placement and appearance of newsracks within Menlo Park ([Staff Report #20-134-CC](#))
- D4. Authorize the city manager to execute a contract amendment with Hello Housing for the administration of below market rate housing programs and loan servicing not to exceed \$125,000 and extend the term of the agreement through December 31, 2020 ([Staff Report #20-135-CC](#))
- D5. Authorize the city manager to enter into a contract with LSA Associates, Inc., to prepare an environmental impact report for the proposed mixed-use project at 165 Jefferson Drive (Menlo Flats project) for the amount of \$169,140 and future augments as may be necessary to complete the environmental review for the proposed project ([Staff Report #20-136-CC](#))
- D6. Approve the revised transportation impact analysis guidelines incorporating the vehicle miles traveled thresholds previously adopted by the City Council ([Staff Report #20-139-CC](#))
- D7. Review and confirm the need for continuing the local emergency ([Staff Report #20-140-CC](#))

E. Public Hearing

- E1. Adopt Resolution No. 6566 overruling protests, ordering the improvements, confirming the diagram and ordering the levy and collection of assessments for Landscaping Assessment District for fiscal

year 2020-21 ([Staff Report #20-137-CC](#))

- E2. Adopt Resolution No. 6567 to collect the regulatory fee at the existing rates to implement the City's storm water management program for fiscal year 2020-21 ([Staff Report #20-138-CC](#))
- E3. Adopt Resolution No. 6565 to abandon public right-of-way and public utility easements adjacent to and within 100-110 Terminal Avenue ([Staff Report #20-133-CC](#))

F. Regular Business

- F1. Update the City Council and public on COVID-19 health emergency and the City's response ([Attachment](#))
- F2. Approve resolutions: adopting the fiscal year 2020–21 budget and appropriating funds; establishing the appropriations limit for fiscal year 2020–21; establishing a consecutive temporary tax percentage reduction in the utility users' tax rates through September 30, 2021; amending the salary schedule effective July 21, 2019; and establishing citywide salary schedule effective July 5, 2020 ([Staff Report #20-141-CC](#))
- F3. Ratify side letter of agreement between the City and American Federation of State, County, and Municipal Employees Local 829 to defer agreed upon across the board salary adjustments scheduled for July 2020 ([Staff Report #20-123-CC](#))
- F4. Ratify side letter of agreement between the City and Service Employees International Union Local 521 to defer agreed upon across the board salary adjustments scheduled for July 2020 ([Staff Report #20-124-CC](#))

G. Informational Items

- G1. City Council agenda topics: July 2020 to August 2020 ([Staff Report #20-129-CC](#))

H. City Manager's Report

I. City Councilmember Reports

J. Adjournment

At every regular meeting of the City Council, in addition to the public comment period where the public shall have the right to address the City Council on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Council on any item listed on the agenda at a time designated by the chair, either before or during the City Council's consideration of the item.

At every special meeting of the City Council, members of the public have the right to directly address the City Council on any item listed on the agenda at a time designated by the chair, either before or during consideration of the item. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

Any writing that is distributed to a majority of the City Council by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at

jaherren@menlopark.org. Persons with disabilities, who require auxiliary aids or services in attending or participating in City Council meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 6/19/2020)