



SPECIAL MEETING MINUTES

Date: 8/18/2020

Time: 5:00 p.m.

Closed Session: Teleconference

Regular Meeting Location: Joinwebinar.com – ID# 784-757-251

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.

Closed Session (Teleconference)

A. Call To Order

Mayor Taylor called the meeting to order at 5:09 p.m.

B. Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor

Absent: None

Staff: City Manager Starla Jerome-Robinson, Assistant City Manager Nick Pegueros,
Human Resources Director Theresa DellaSanta

C. Closed Session

Public Comment on these items will be taken before adjourning to Closed Session.

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

C1. Public employment (Gov. Code section 54957.) City attorney recruitment

No reportable actions.

Mayor Taylor adjourned to the Regular Meeting at 5:55 p.m.

Regular Meeting (Joinwebinar.com – ID# 784-757-251)

D. Call To Order

Mayor Taylor called the meeting to order at 6:09 p.m.

E. Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor

Absent: None

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

F. Report from Closed Session

August 18, 2020 – No reportable actions.

August 11, 2020 – No reportable actions.

August 13, 2020 – The City Council formed a subcommittee composed of Mayor Taylor and City Councilmember Carlton to work on an anti-hate or quality of life ordinance.

G. Regular Business

Mayor Taylor reordered the agenda.

G2. Consideration of options for the unopposed District 5 election scheduled for November 3, 2020 ([Staff Report #20-172-CC](#))

- Karen Grove spoke in support of conducting the unopposed District 5 election.
- Pam Jones spoke in support of conducting the unopposed District 5 election.

The City Council received clarification on write-in candidacy qualifications and discussed the options of holding and cancelling the election.

ACTION: Motion and second (Taylor/ Nash) to conduct the unopposed District 5 election scheduled for November 3, 2020, passed 3-1-1 (Combs dissenting and Mueller abstaining).

G1. Adopt fiscal year 2020-21 City Council priorities and work plan ([Staff Report #20-169-CC](#)) – **continued from the August 11 meeting**

Assistant City Manager Nick Pegueros introduced the item.

- Lydia Lee spoke in support of the transportation master plan (TMP) on the City Council list of priorities.
- Diane Bailey spoke in support of the City Council priorities and work plan.
- Karen Grove spoke in support of the City Council priorities and work plan.
- Josie Gaillard spoke in support of environment and climate issues as a top priority.

The City Council discussed and received clarification on the completed, in progress, and suspended projects.

The City Council took a break at 7:26 p.m.

The City Council reconvened at 7:50 p.m.

The City Council discussed retaining Ravenswood Avenue Caltrain grade separation study, single-family residential design review, and near-term downtown parking and access strategies and not removing from workplan. The City Council discussed the priorities as presented by Mayor Taylor and City Councilmember Nash.

The City Council took a break at 9:36 p.m.

The City Council reconvened at 9:53 p.m.

ACTION: Motion and second (Mueller/ Carlton) to approve the top five projects, returning a reconciled list including Mayor Taylor and City Councilmember Nash recommendation and staff's recommendation, and including the Complete Streets Commission proposal to the TMP (#1), passed 4-1 (Nash dissenting) (Attachment).

ACTION: Motion and second (Nash/ Combs) to approve removing all items from the 2019-20 work plan that is complete or suspended except Ravenswood Avenue Caltrain grade separation study, single-family residential design review, near-term downtown parking and access strategies, and City Council procedures update, passed unanimously (Attachment).

H. Adjournment

Mayor Taylor adjourned the meeting at 10:26 p.m.

Judi A. Herren, City Clerk

These minutes were approved at the City Council meeting of September 22, 2020.

Agenda item C
Shaun Maguire, resident

There are notices posted all over Burgess Park that "facial covering" must be worn and social distancing observed. There seems to be no enforcement and many people are just treating this as a suggestion. Most people seem to be very aware in terms of steering clear of each other whilst moving around. However the skateboard park is a clear exception. Today at 5pm there were around 50 users of the skatepark and perhaps 5 were wearing masks. Clearly with this number these were not from one household. Why is there no enforcement? This is clearly a high risk cluster. At the same time there were two class groups on the fields with all participants, leaders and children all wearing masks. Why the double standard? Our medical facilities do not need to see an influx of young people into the hospital system. These young people are being selfish in not heeding the public postings. Enough - we need police enforcement or close the skatepark down and actually enforce tough citations for those who climb the fences, as consistently happened when there was a shutdown of this facility.

Agenda item C

Mayrin Bunyagidj, resident

Given the heat wave we had just experiences this past weekend and moving forward in the coming months, what is the plan on having access to "cooling centers" for MP during a pandemic since our facilities are all closed? Also, with our facilities closed, what will polling centers look like in November?

2020-21 City Council Priorities and Work Plan Recommended August 11, 2020				10	20	30	40	50	60	70	80	90	100
Ref #	Priority projects (carryover projects include 2019-20 Ref #)	Lead Department	0	--	% Complete	--	100						
1	Transportation master plan (TMP) (Ref #1)	Public Works	█	█	█	█	█	█	█	█	█	█	█
2	2022 Housing Element, zoning code update and related work	Community Development											
3	Belle Haven community center and library	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
4	COVID-19 pandemic local emergency response	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
5	Information Technology Master Plan implementation (Ref #17)	Administrative Services	█	█	█	█	█	█	█	█	█	█	█
Ref #	Work plan projects (carryover projects include 2019-20 Ref #)	Lead Department	0	--	% Complete	--	100						
6	Transportation management association (TMA) formation (Ref #6)	Public Works	█	█	█	█	█	█	█	█	█	█	█
7	Middle Avenue pedestrian & bicycle rail crossing planning (Ref	Public Works	█	█	█	█	█	█	█	█	█	█	█
8	Short-term rental ordinance (Ref #11)	Community Development	█	█	█	█	█	█	█	█	█	█	█
9	Accessory dwelling unit ordinance update	Community Development											
10	ConnectMenlo community amenities list update	Community Development											
11	ECR/Downtown Specific Plan area housing development incentives	Community Development											
12	Development and environmental review process education series	Community Development											
13	Santa Cruz Ave closure and economic development initiatives	Community Development	█	█	█	█	█	█	█	█	█	█	█
14	Citywide communication program development (Ref #18)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
15	Climate Action Plan implementation	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
16	Institutional bias reform	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
2019-20 work plan complete or suspended (w/ 2019-20 Ref #)		Lead Department	0	--	% Complete	--	100						
	Chilco Street improvement project (Ref #2)	Public Works	█	█	█	█	█	█	█	█	█	█	█
	Transportation impact analysis guidelines (Ref #7)	Public works	█	█	█	█	█	█	█	█	█	█	█
	Near-term downtown parking and access strategies (Ref #8)	Public Works	█	█	█	█	█	█	█	█	█	█	█
	Ravenswood Avenue Caltrain grade separation study	Public Works	█	█	█	█	█	█	█	█	█	█	█
	Parks and recreation facilities master plan (Ref #21)	Community Services	█	█	█	█	█	█	█	█	█	█	█
	Market affordable housing preservation (Ref #10)	Community Development	█	█	█	█	█	█	█	█	█	█	█
	Single-Family residential design review (Ref #12)	Community Development	█	█	█	█	█	█	█	█	█	█	█
	Zero waste ordinance implementation (Ref #13)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
	Local minimum wage ordinance (Ref #14)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
	City Council procedures update (Ref #15)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
	Local energy reach code ordinance (Ref #16)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
	Public works & community development organizational study (Ref #19)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
	Stanford University 2018 general use permit (GUP) review (Ref #20)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
	Heritage tree ordinance update (Ref #4)	City Manager's Office	█	█	█	█	█	█	█	█	█	█	█
			Complete										
			In progress / Implementation phase										
			Suspended										

Agenda G - City Council Priorities and Work Plan - Complete Streets Commission

Honorable City Council Members,

Following are comments reflecting the consensus of the Complete Streets Commission on the City Council Priorities and Workplan.

Our recommendations focus on the intersection of the the Climate Action Plan, Transportation Master Plan, the Middle Avenue Rail Crossing, and the Budget

The Complete Streets Commission would like to see:

- The projects in the Transportation Master Plan assessed and prioritized with a lens of Climate Action and VMT reduction
- As part of TMP approval, identify and accelerate a subset of high-priority projects aimed at reducing VMT via active transportation
- Among these projects, please include the bicycle lanes needed to connect the Middle Avenue Bicycle and Pedestrian Undercrossing to destinations
- Once the high-priority projects are identified and approved, please unfreeze some of the frozen positions in the Transportation Department in order to be able to work on these projects, as the Council has indicated it may be willing to do for important priorities such as Climate Action

Context

- Climate Action Plan - Recently the City Council approved the Climate Action Plan prioritizing several of the Environmental Quality Commission's recommendations. The City Council deferred the recommendation regarding reducing VMT (driving miles) by improving active transportation infrastructure until the completion of the Transportation Master Plan
- Transportation Master Plan - The process to complete the Transportation Master Plan is resuming after a Covid delay, with a draft shortly circulating for approval
- Middle Avenue pedestrian and bicycle rail crossing - Planning and grant applications for this project are under way, with a goal of completion in 2022 timed with the Stanford construction project.
- Middle Avenue bike lanes. In order for the rail undercrossing to be well-used, it will be important to have continuous, high-quality safe bike lanes that people, especially youth, can use from the tunnel to destinations such as Hillview Middle School and Burgess Park. This would allow many more people to bicycle and use other active transportation to get across town without driving, enabling reductions in vehicle miles travelled.
- Budget. The City Council approved a budget in June, with the understanding that the budget would be revisited during the fiscal year. A majority of Council Members expressed openness to use additional reserve funds to support city priorities that were known to be coming forward, such as the Climate Action Plan.

Thank you very much for your consideration,

- Adina