



REGULAR MEETING MINUTES

Date: 12/6/2016
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Mayor Pro Tem Keith called the meeting to order at 7:06 p.m. assisted by Mayor for the Day Alessandra Molnar

B. Roll Call

Present: Carlton, Keith, Ohtaki
Absent: Cline, Mueller
Staff: City Manager Alex McIntyre, City Attorney Bill McClure, City Clerk Pamela Aguilar, Executive Assistant Nicole Casados

C. Pledge of Allegiance

Mayor for the Day Alessandra Molnar led the pledge of allegiance.

D. Presentations and Proclamations

D1. Mayor for a Day commendation to Alessandra Molnar

Mayor Pro Tem Keith presentation the certificate to Alessandra.

D2. Update on the Feasibility Report for the Strategy to Advance Flood Protection, Ecosystems and Recreation along the San Francisco Bay (SAFER Bay) Project ([Presentation](#))

Public Comment:

- Ann Draper, League of Women Voters of San Mateo County, spoke regarding SAFER Bay and the General Plan ([Handout](#))

E. Public Comment

- Ernst Meissner spoke regarding festive lighting and thanked staff for a great job

F. Consent Calendar

Items F1, F4, and F7 were pulled from the Consent Calendar for further discussion.

F1. Waive the reading and adopt the zoning ordinance amendments and rezonings associated with the General Plan and M-2 Area Zoning Update ([Staff Report # 16-215-CC](#)) ([Errata](#))

- F2. Waive the reading and adopt an ordinance to: adopt the 2016 California Building Standards Code and Local Amendments; amend Municipal Code Chapter 12.42, Flood Damage Prevention; amend Municipal Code Chapter 12.48, Recycling and Salvaging of Construction and Demolition Debris; and adopt a new Municipal Chapter 12.56, Streamline Permitting Process for Small Residential Rooftop Solar Systems ([Staff Report # 16-210-CC](#))
- F3. Waive the second reading and approve an ordinance that will establish the requirement for landlords to offer 12-month leases to renters ([Staff Report # 16-213-CC](#))
- F4. Approve and authorize the City Manager to execute a contract with Buxton Co. for retail recruitment services and appropriate \$60,000 from reserves ([Staff Report # 16-209-CC](#))
- F5. Adopt **Resolution 6353** accepting FY2016-2017 State Supplemental Local Law Enforcement Grant (SLESF COPS Frontline) in the amount of \$100,000; and approve a spending plan ([Staff Report # 16-202-CC](#))
- F6. Authorize the City Manager to enter into a license agreement with the San Mateo County Transit District for the installation of bus shelters ([Staff Report # 16-211-CC](#))

Mayor Pro Tem Keith stated that the Market Place construction is scheduled to begin on December 12 to prepare the site for bus shelters.

- F7. Award a contract to Sabre Communications Corporation for the Police/Public Works Antenna Replacement Project ([Staff Report # 16-200-CC](#))

Public Comment:

- Jim Lewis spoke in support of the project

City Council approved this item by acclamation (Mayor Cline and Councilmember Mueller were absent)

- F8. Authorize the Public Works Director to accept the work performed by Sierra Traffic Markings, Inc. for the Citywide Bicycle / Pedestrian Visibility Improvements Project ([Staff Report # 16-206-CC](#))
- F9. Authorize the Public Works Director to accept the work performed by JJR Construction, Inc. for the Menalto and O'Connor Sidewalk Project ([Staff Report # 16-205-CC](#))
- F10. Adopt **Resolution 6354** approving the City Council Subcommittee recommendations regarding the 2016-17 Community Funding allocation ([Staff Report # 16-202-CC](#))
- F11. Consider approval of an employer 1:1 match up to 4% of base salary to the City's existing voluntary 457(b) retirement savings plan for unrepresented management employees receiving the Tier 2 or Tier 3 pension benefit, and approve **Resolution 6355** to amend the citywide salary schedule effective December 11, 2016 ([Staff Report # 16-212-CC](#))
- F12. Authorize the City Manager to execute agreement with Renne Sloan Holtzman Sakai LLP for Labor and employee relations consulting services in an amount not to exceed \$120,000 ([Staff Report # 16-208-CC](#))
- F13. Approve City Council minutes for the meetings of November 15 and 29, 2016 ([Attachment](#))

ACTION: Motion and second (Ohtaki/Carlton) to approve all items on consent calendar except F1, F4, F7, and the November 15, 2016 minutes passes 3-0 (Mayor Cline and Councilmember Mueller were absent)

Regarding Item F1, Principal Planner Deanna Chow presented an Errata outlining clarifications to the proposed ordinances.

ACTION: Motion and second (Ohtaki/Carlton) to waive the reading and adopt the zoning ordinance amendments and rezonings associated with the General Plan and M-2 Area Zoning Update with the modifications referenced in the Errata passes 3-0 (Mayor Cline and Councilmember Mueller were absent)

Regarding Item F4, Lisa McKay of Buxton and Jim Cogan responded to City Council questions.

ACTION: Motion and second (Ohtaki/Carlton) to approve and authorize the City Manager to execute a contract with Buxton Co. for retail recruitment services and appropriate \$60,000 from reserves passes 3-0 (Mayor Cline and Councilmember Mueller were absent)

In addition, the consultant was directed to present a progress report to Council within 60 days and an update 90 days prior to contract renewal.

G. Regular Business

- G1. Adopt a resolution to maintain the current Downtown Parking Pilot Program with extended free parking time limits ([Staff Report # 16-207-CC](#)) ([Presentation](#))

City Bill City Attorney Bill McClure recused himself from Item G1 due to a conflict of interest that his business office is located within proximity of the subject of this item and exited the council chambers at 9:12 p.m.

Assistant Engineer Kevin Chen made a presentation.

Public Comment:

- John Marshall spoke in general of the Downtown Parking Pilot program and having parking placards rather than stickers
- Fran Dehn, Chamber of Commerce, spoke in support of the Downtown Parking Pilot program

ACTION: Motion and second (Ohtaki/Carlton) to adopt **Resolution 6357** to maintain the current Downtown Parking Pilot Program with extended free parking time limits passes 3-0 (Mayor Cline and Councilmember Mueller were absent)

- G2. Approve the Oak Grove University Crane Bicycle Improvement Concept Plan, authorize the City Manager to extend the consultant contract with Alta Planning & Design for final design, appropriate \$236,200 to implement a one year trial of the final design, and award construction contracts ([Staff Report # 16-214-CC](#)) ([Presentation](#))

Assistant Engineer Michael Tsai and Jonathan Schuppert from Alta Planning & Design gave a presentation.

Public Comment:

- John Marshall spoke in opposition to the pilot plan and stated that it is premature
- Katie Behroozi recommended a trial period for the plan and supports biking downtown
- Bill Kirsch spoke in support of the pilot concept plan and encourages alternate means of transportation
- Yolanda Duran-Schoof, Oak Grove Condominium board member, spoke in opposition of the concept plan
- Cindy Welton spoke in support of the pilot plan
- Simone Kennel, Menlo-Atherton High School Principal, spoke regarding available parking on campus and bicycle safety
- Diane Bailey, Director of Menlo Spark, spoke in support of the pilot plan and the benefits it will bring to quality of life
- Peter Lenhardt spoke partially against the pilot in particular bike lanes in front of residential homes with driveways. Recommends similar to west oak grove and broken speed bumps
- Fran Dehn, Chamber of Commerce, spoke in support of bicycle safety and routes but in opposition of removal of parking spaces
- Robert Brooks spoke regarding notice sent out and spoke in opposition of removal of parking spaces and the pilot concept plan
- Betty Bohler spoke in opposition of the pilot concept plan
- Marie Moran, Oak Grove Condominium Association, spoke in opposition to removal of the concept plan
- Jon Weiner spoke to clarify that 19 parking spaces are proposed to be removed and in support in the pilot concept plan
- Adina Levin spoke in support of the pilot concept plan

ACTION: Motion and second (Ohtaki/Carlton) to approve the Oak Grove University Crane Bicycle Improvement Concept Plan with the addition to retain parking along Oak Grove on one side of the street between Laurel and Merrill with bike buffer safety measures, authorize the City Manager to extend the consultant contract with Alta Planning & Design for final design, appropriate \$236,200 to implement a one year trial of the final design, and award construction contracts passes 3-0 (Mayor Cline and Councilmember Mueller were absent)

Staff stated that when the final design is brought back to the City Council, it will include additional costs and success/failure criteria.

G3. Approve 2017 City Council meeting calendar ([Staff Report # 16-204-CC](#))

ACTION: Motion and second (Carlton/Ohtaki) to approve the 2017 City Council meeting calendar with one exception to move the City Council goal setting meeting to January 27, 2107 passes 3-0 (Mayor Cline and Councilmember Mueller were absent).

H. Informational Items

H1. Update on 2016 City Council Work Plan ([Staff Report # 16-203-CC](#))

- H2. Update on the annual report of the Below Market Rate (BMR) Housing Program, including the status of the BMR in-lieu fees collected as of June 30, 2016, in accordance with Government Code Section 66000 et.seq. and annual report on the status of the Transportation Impact, Storm Drainage, Recreation In-Lieu and Building Construction Road Impact Fees collected as of June 30, 2016, and make findings regarding funds collected but not expended ([Staff Report # 16-216-CC](#))

I. City Manager's Report

There was no report.

J. Councilmember Reports

- J1. Provide direction to voting delegate for City Selection Committee ([Attachment](#))

Mayor Pro Tem Keith confirmed that she will attend the City Selection Committee meeting on December 16th in Colma. The Council recommended the City vote for the following candidates:

- Association of Bay Area Government (ABAG) – Councilmember Wayne Lee of Millbrae
- Bay Area Air Quality Management District (BAAQMD) – Councilmember Doug Kim of Belmont
- San Mateo County Transportation Authority (SMCTA) – Councilmember Maureen Freschet of San Mateo

K. Adjournment

Mayor Pro Tem Keith adjourned the meeting at 11:28 p.m.



Pamela Aguilar, CMC

City Clerk

These minutes were approved at the City Council meeting of January 10, 2017