SPECIAL MEETING MINUTES

Date: 5/5/2020
Time: 5:00 pm
Meeting Location: JoinWebinar.com – ID# 749-916-475

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/publiccommentMay5 *
  • Record a comment or request a call-back when an agenda topic is under consideration:
    Dial 650-474-4071 *
  • Access the special meeting real-time online at:
    joinwebinar.com – Regular Meeting ID 749-916-475
    *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.

**Regular Session (JoinWebinar.com – ID# 749-916-475)**

A. **Call To Order**

Mayor Taylor called the meeting to order at 5:13 p.m.

B. **Roll Call**

- Present: Carlton, Mueller, Nash, Taylor
- Absent: Combs
- Staff: City Manager Starla Jerome-Robinson, City Clerk Judi A. Herren
- Applicants: Andrew Barnes, Theo Keet, Henry Riggs, John Pimentel, Jeff Schmidt

C. **Special Business**

C1. Interviews of Planning Commission applicants (Attachment)

(Note: No action will be taken at this meeting. Appointments are scheduled for the May 12, 2020, City Council meeting.)

The City Council interviewed five applicants for two vacancies on the Planning Commission.

C. **Adjournment**

Mayor Taylor adjourned the meeting at 6:27 p.m.

Judi A. Herren

These minutes were approved at the City Council meeting of May 26, 2020.
Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: 3.27.20

Commission or committee of interest: Planning Commission

Name: Andrew Barnes

Education: MBA - Waseda University (Tokyo), BA - Penn State University

Civic affiliations and community activities, including service on other commissions or committees:

MP Planning Commission, Chair - Current
SamTrans - Citizens Advisory Committee (CAC), Chair - Current
MP Transportation Master Plan Oversight and Outreach Committee, Member - Current
MP Environmental Quality Commission, Commissioner - Previous

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:

In my experience, responsibilities are primarily related to land use, policies, environmental impacts, and architectural review for development. Professionally I work for the County of Santa Clara in the Office of Supportive Housing (OSH) as its Senior Housing Development Officer. OSH is the lead agency for the County's Affordable Housing Bond and is on track to build $3.75 billion in affordable housing throughout Santa Clara County serving the neediest in the community.

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

During my service I hope that I've been informed and reasoned in my decision making. My hope is that I could continue to be of service by being re-appointed for a second term. Land use issues underpin our daily lives and I'd appreciate the opportunity to apply thoughtful execution to existing policies and forward-looking thinking to new policies.

Signature

Date

3.27.20

OFFICE USE ONLY:

Application received: ____________________________
Considered by City Council: ________________
Considered by City Council: ________________
Considered by City Council: ________________
If appointed, term ends: ____________________

Address verified in City Limits (if necessary): ☐ By: ______ (Initials)

Appointed: ☐ Yes ☐ No
Appointed: ☐ Yes ☐ No
Appointed: ☐ Yes ☐ No

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### COMMISSION AND COMMITTEE APPLICATION

City Manager's Office - City Clerk  
701 Laurel St., Menlo Park, CA 94025  
tel 650-330-6620 fax 650-328-7935

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<tr>
<th>Please type or print clearly. You may attach additional pages, if necessary. This is a public document.</th>
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<tr>
<td><strong>Date:</strong> March 7 2020</td>
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<tr>
<td><strong>Commission or committee of interest:</strong> Finance &amp; Audit Committee and Planning Commission</td>
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<tr>
<td><strong>Name:</strong> Theo Keet</td>
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<tr>
<td><strong>Education:</strong> Degree in Finance and Accounting; CPA</td>
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<tr>
<td><strong>Civic affiliations and community activities, including service on other commissions or committees:</strong></td>
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<tr>
<td><strong>Retirement activities</strong></td>
</tr>
<tr>
<td>• Serving as Chair of the Board of Director of the Pacific Art League of Palo Alto since 2014.</td>
</tr>
<tr>
<td>• Serving as mentor at the St Clara University program for Global Social Benefit Incubator since 2010.</td>
</tr>
<tr>
<td>• Serving as Treasurer and President of the Rotary Club of Menlo Park since 2015.</td>
</tr>
<tr>
<td>• Serving on the Menlo Park Environmental Quality Commission in early 2000's.</td>
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<td><strong>Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:</strong></td>
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<td><strong>Finance and Audit Committee:</strong></td>
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<tr>
<td>Support the City Controller in maintaining adequate internal controls and safeguarding proper financial reporting</td>
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<td><strong>Planning Commission:</strong></td>
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<tr>
<td>Approving real estate developments, remodeling and renovation in line with the City overall guidelines and securing an overall aesthetic and cohesive presentation</td>
</tr>
<tr>
<td><strong>Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:</strong></td>
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<tr>
<td>For either function my objective is to serve my community and contribute to the wellbeing and resident's focus development of the City</td>
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**Signature**  
March 7 2020  
Date

### OFFICE USE ONLY:

<p>| Application received: | Address verified in City Limits (if necessary): □ Yes □ No |
| Considered by City Council: | Appointed: □ Yes □ No |
| Considered by City Council: | Appointed: □ Yes □ No |
| Considered by City Council: | Appointed: □ Yes □ No |
| If appointed, term ends: | (Initials) |</p>
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<tbody>
<tr>
<td>Name: Theo Keet</td>
<td>Number of years as a Menlo Park resident: 27</td>
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<td>Resident address:</td>
<td>City: Menlo Park</td>
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<td>Business phone:</td>
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How did you hear about this opportunity:
- [ ] Local newspaper
- [ ] Email
- [x] City website
- [ ] Nextdoor
- [ ] Patch.com
- [ ] Other

If I am appointed, the City is authorized to post the following information on the city website (please select at least one):

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COMMISSION AND COMMITTEE APPLICATION

City Manager's Office - City Clerk
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620 fax 650-328-7935

Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: 10-21-2019

Commission or committee of interest: 

Name: John Pimentel

Education: San Joaquin Delta Community College (AA), Univ. of CA Berkeley (BA), Harvard University (MBA)

Civic affiliations and community activities, including service on other commissions or committees:

- Menlo Atherton Little League (Coach 6 years)
- Hillview Middle School (Coach 3 years)
- Menlo Atherton High School Mentor program (3 years)
- Boys and Girls Clubs of the Peninsula College Mentor Program
- Big Brothers / Big Sisters of Sacramento (Big Brother)
- San Mateo County Civics 101 Course
- Central California Soccer League

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:

I started my career working in the California state government and ultimately served as Deputy Secretary for Transportation from 1993-1996, where I oversaw Caltrans, CA Transportation Commission and the CA Highway Patrol (amongst other agencies). This role included working with local governments on various transportation and law enforcement initiatives. I also have a strong understanding of transportation planning, construction and financing in California. For the past 10 years I have been developing renewable energy and sustainability projects for solar, wind and on-site wastewater treatment systems. This has given me deep insight into the planning process, CEQA, climate change, the threat we face from global climate change, and the economics of sustainable infrastructure. I believe we have an overwhelming consideration to rethink our approach when dealing with land use decisions that consider both immediate and long term needs for a community. I know the commissions will require multiple meetings per month in fact, to be done correctly I assume there will be significant reading, preparation and research to be fully informed on issues that may come before the committee or commission. I also expect to use my personal and professional relationships in the transportation and sustainability field to improve options for Menlo Park in our efforts to improve transportation, housing and sustainability.

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

I have a particular interest and expertise in transportation, land use, housing and homelessness – and how these four issues are critically intertwined. I would like to help our community make good decisions that maintain our stature, small town character while recognizing that we need to make significant investments in transportation and housing in order to accommodate the economic growth with which we have been blessed. I would like to pursue policies which improve our quality of life, preserve local control and allow our community to accommodate new residents who bring diversity, youth and vigor to our town. This means addressing the jobs/transportation/housing imbalance from which we currently suffer. I also believe it is within our resources and capability to end homelessness in California and believe it is morally indefensible for our affluent community to leave vulnerable people living unsheltered. It also means creating programs, policies and events which tie the community together from east to west in order to reduce the feeling of separateness created by the socio-economic differences between our neighborhoods and the physical north-south borders created by infrastructure like Highway 101 or Caltrain. I also have government financial expertise from my early career managing a $4.5 billion budget encompassing Caltrans, highway/transport and DMV and private sector experience in project finance and public business finance from starting and running several successful companies and sitting on a public company board of directors.

Signature: 

Date: 10/21/19

OFFICE USE ONLY:

Application received: ________________________

Address verified in City Limits (if necessary): 

By: ____________________________

Considered by City Council: ________________________

Appointed: Yes No

Considered by City Council: ________________________

Appointed: Yes No

Considered by City Council: ________________________

Appointed: Yes No

If appointed, term ends: __________________________

(Initials)
## Personal information:

<table>
<thead>
<tr>
<th>Name: John Pimentel</th>
<th>Number of years as a Menlo Park resident: 15</th>
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<td>Resident address:</td>
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COMMISSION & COMMITTEE APPLICATION

City Clerk
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620 fax 650-328-7935

Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: 21 Feb 2016

Commission or Committee of Interest: Planning
Name: Henry Riggs
Education: BFA, BArch

Civic affiliations and community activities, including service on other commissions or committees:
Lorelei HOA, Habitat for Humanity board, Chair No on M, previous planning commissioner

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal community or professional experience relate to these responsibilities:
to review projects for architectural control and use permits, assist staff and council with zoning and long range planning, act on variance requests and review EIR and other conformance documents with applications

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:
Hope to add insight particularly into use permit reviews, zoning updates and potential guidelines for applicants.

Signature

21 February 2016
Date

OFFICE USE ONLY:

Application Received: 
Considered by City Council: 
Considered by City Council: 
Considered by City Council: 
If Appointed Term ends: 

Address Verified in City Limits: 
By: (Initials)
Appointed: Yes No
Appointed: Yes No
Appointed: Yes No

CC-2F Rev 2016010
### Personal Information:

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<tr>
<th>Name: Henry Riggs</th>
<th>Number of years as a Menlo Park resident: 18</th>
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<td>Business Address:</td>
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<td>Business Phone:</td>
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<td>Registered Voter:</td>
<td>Yes</td>
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**How did you hear about this opportunity:**

- Newspaper
- Email
- City's Website
- Nextdoor.com
- Patch.com
- Other council member

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City Manager’s Office - City Clerk
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6620 fax 650-328-7935

Please type or print clearly. You may attach additional pages, if necessary. This is a public document.

Date: March 7, 2020
Commission or committee of interest: Planning Commission
Name: Jeff Schmidt
Education: San Jose State University, Bachelor’s Degree
Civic affiliations and community activities, including service on other commissions or committees:
I’m currently the CEO of Ignited, a 35-year old education nonprofit that is very active in communities all across the Bay Area. I’m also a member of the SVO (San Jose) Chamber of Commerce and participating on their Education committee. I’m a regular community volunteer on projects like Habitat for Humanity, Loaves and Fishes and local community cleanup projects. And before taking my current role seven months ago, I was a member of the Silicon Valley Leadership Group’s Housing and Education committees where I got to work on many of the same issues faced by the Menlo Park Planning Commission.

Describe your understanding of the responsibilities of the commission or committee that you are applying for and how your personal experience or professional experience relate to these responsibilities:

The commission plays a critical role in creating and implementing Menlo Park’s General Plan. I see the commission’s focus as being on the community, debating a wide variety of options and deciding on the critical issues and trade-offs required for the city’s future. The commission also heavily influences development processes and permitting for the city, helps with issues around housing and provides the environment by balancing the economic needs of the business community with the social and environmental impacts of proposed developments and re-development.

My professional and community experience fit well with the responsibilities of the commission.

Professional - In my 26 years of corporate experience, I’ve held a variety of senior leadership roles that required strategic planning, collaboration, discipline in implementation and relationship building. I’ve also brought many years of experience in communicating with a wide variety of stakeholders to understand, persuade and mobilize them to action. In my current role as CEO of Ignited, I’m using all of those skills to build an education corporate coalition that improves STEM planning and recruiting. In partnership with The Tech Interactive, the 2 County Offices of Education, Catholic Charities, SV15 and Higher Education institutions like Foothill College, CSU East Bay and SLCC, I believe my experiences related to planning, implementation, relationship and coalition building will all be valuable additions to the committee.

Community - Based on spending two years as a member of the Housing Committee of the Silicon Valley Leadership Group, I’m also able to bring relevant direct experience to the Planning Commission. Many local developed presented projects to our committee and we debated and discussed issues of land use, zoning, streamlining the development process with city government and assessing community and environmental impacts of the development projects.

Describe why you want to serve on this commission or committee and what you hope to accomplish as a member:

I believe the Planning Commission has one of the most critical functions in our community. Deciding how we use our limited resources in a sustainable and responsible way is important to ensure we continue to provide a high quality of life in Menlo Park for our current and future residents. The expertise on commission members to support the economic goals serve well in our Valley, but balance it with the needs of the overall community and a wide variety of stakeholders. I can share these issues and helping maintain that balance, and as part of the commission, I feel like I can have a direct and meaningful impact.

There are three main things I’d like to accomplish as a member of the Planning Commission:

1) Continue the successful implementation of the General Plan. The General Plan has been a powerful tool to help the commission make the more difficult balance among a wide range of stakeholders and their interests. I’d like to be in a position where I can help by forming strong relationships with commission members, community stakeholders and the business community.
2) Support the master plan. One of the most critical responsibilities is to analyze and design construction costs on various projects. Understanding their needs, balancing my role as a planner and linking among other important issues. One of my primary efforts is helping the construction industry work with the city and support their local workforces. I bring those ongoing experiences and relationships to the work of the Planning Commission to ensure strong partnerships in service to the city and its residents.
3) Help engage the community. I’ve had many years of conversations and marketing experience and would love to bring those abilities to the commission and help engage the community. Engaging more diverse stakeholders in the work of the city and the planning commission is an ongoing effort and requires to be done. That would range from helping residents understand the purposes behind key decisions to creating more outreach mechanisms for the business community. I’ve gained supporting community workshops, leading open door discussions with leaders and helping with communication campaigns as needed.

I’m excited about the opportunity to contribute to the committee and appreciate your consideration.

Jeff Schmidt
Signature
March 8, 2020
Date

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Application received: __________________________
Considered by City Council: ________________
Considered by City Council: ________________
If appointed, term ends: ____________________

Address verified in City Limits (if necessary): ☐ By: ________ (Initials)
Appointed: ☐ Yes ☐ No
Appointed: ☐ Yes ☐ No
Appointed: ☐ Yes ☐ No
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### Personal information:

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