



**AGENDA**  
**Town of Atherton**  
**CITY COUNCIL/ATHERTON CHANNEL**  
**DRAINAGE DISTRICT**  
**May 21, 2003**  
**7:00 p.m.**  
**TOWN COUNCIL CHAMBERS**  
94 Ashfield Road  
Atherton, California

**REGULAR MEETING**

- 7:00 P.M.    1.    **PLEDGE OF ALLEGIANCE**
- 7:03 P.M.    2.    **ROLL CALL**      McKeithen, Marsala, Carlson, Janz, Conwell,
- 7:05 P.M.    3.    **PRESENTATIONS**
- A. Presentation by Peninsula Conflict Resolution Center  
B. Certificates of Appreciation for Outgoing Commission/Committee Members  
C. Recognition of Police Explorers and Police Canine  
D. Proclamation in Recognition of Peninsula Camellia Society  
E. Recognition of Joseph Mercer, Retiring Parks Supervisor
- 7:25 P.M.    4.    **COUNCIL REPORTS**
- 7:35 P.M.    5.    **PUBLIC COMMENTS** (only for items which are not on the agenda – limit of three minutes per person)
- 7:45 P.M.    6.    **STAFF REPORTS**
- 7:55 P.M.    7.    **COMMUNITY ORGANIZATION ROUNDTABLE REPORT** (Per Resolution No. 02-31)
- No report scheduled.
- 8:00 P.M.    **CONSENT CALENDAR** (Items 8 – 14)

8. APPROVAL OF MINUTES OF SPECIAL AND REGULAR COUNCIL MEETINGS OF APRIL 16, 2003
9. APPROVAL OF BILLS AND CLAIMS FOR APRIL 2003 IN THE AMOUNT OF \$778,629
10. ACCEPTANCE OF MONTHLY FINANCIAL REPORT FOR APRIL 2003
11. ACCEPTANCE OF QUARTERLY INVESTMENT REPORT FOR THE QUARTER ENDED MARCH 31, 2003
12. APPROVAL OF PLANS AND SPECIFICATIONS FOR ELENA AVENUE – ATHERTON CHANNEL BOX CULVERT REPLACEMENT

**Recommendation:** Approve the plans and specifications for the Elena Avenue - Atherton Channel Box Culvert Replacement, Project 03-006.

13. ADOPTION OF AMENDED PARK FEE RESOLUTION

**Recommendation:** Adopt a resolution modifying wedding and social event fees at Holbrook-Palmer Park and rescinding Resolution No. 03-07.

14. APPOINTMENT TO MIDPENINSULA COMMUNITY MEDIA CENTER BOARD

**Recommendation:** Accept the recommendation of the City Council Screening Committee to nominate a representative to the Mid-peninsula Community Media Center Board.

**PUBLIC HEARING** (Item 15)

- 8:05 P.M. 15. PUBLIC HEARING – APPEAL OF PLANNING COMMISSION DECISION TO DENY A HERITAGE TREE REMOVAL PERMIT AT 77 FLOOD CIRCLE

**Recommendation:** Open public hearing, hear testimony, close public hearing. Consider approval of the appeal, approving the Heritage Tree Removal Permit based on the findings stated in the staff report.

**REGULAR AGENDA** (Items 16 - 21)

- 8:25 P.M. 16. CONSIDERATION OF ADOPTION OF A RESOLUTION ESTABLISHING NO PARKING ZONES ON OAK GROVE AVENUE

**Recommendation: Adopt a resolution establishing temporary No Parking Zones on both sides of Oak Grove Avenue, between Oak Grove Avenue Cul-de-sac and Edge Road, on Monday through Friday, between the hours of 9:00 a.m. and 3:00 p.m. from May 22, 2003 to June 13, 2003.**

- 8:40 P.M. 17. CONSIDERATION OF A RESOLUTION IN SUPPORT OF REBUILDING A NEW, STATE-OF-THE-ART SEQUOIA HOSPITAL IN REDWOOD CITY**

**Recommendation: Consider a resolution in support of rebuilding a new, state-of-the-art Sequoia Hospital in Redwood City.**

- 8:55 P.M. 18. CONSIDERATION OF THE ATHERTON CIVIC INTEREST LEAGUE “ATHERTON PRIDE” PROJECT**

**Recommendation: Consider the request of the Atherton Civic Interest League to endorse the League’s “Atherton Pride” Project.**

- 9:15 P.M. 19. APPROVAL OF DESIGN DEVELOPMENT PLANS FOR THE PUBLIC WORKS STREET CORPORATION YARD REMODEL PROJECT**

**Recommendation: Approve the Design Development plans for the Public Works Street Corporation Yard Remodel project.**

- 9:30 P.M. 20. CONSIDERATION OF SUSTAINABLE SAN MATEO COUNTY GRANT REQUEST**

**Recommendation: Consider the request from Sustainable San Mateo County for a grant in the amount of \$1,500, and provide direction to staff if appropriate.**

- 9:40 P.M. 21. CONSIDERATION OF AUTHORIZING THE MAYOR TO SIGN LETTERS ON BEHALF OF THE CITY COUNCIL IN SUPPORT OF ASSEMBLY BILL 1546 AND ASSEMBLY CONSTITUTIONAL AMENDMENT 10, AT THE REQUEST OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)**

**Recommendation: Consider authorizing the Mayor to sign letters on behalf of the City Council in support of Assembly Bill 1546 and Assembly Constitutional Amendment 10, at the request of the City/County Association of Governments (C/CAG).**

- 9:50 P.M. 22. PUBLIC COMMENTS**

**10:00 P.M. 23. ADJOURNMENT**

*Agendas and staff reports may be accessed on the Town website at: [www.ci.atherton.ca.us](http://www.ci.atherton.ca.us)*

*Please contact the City Clerk's Office at 650.752.0529 with any questions*

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the City Clerk's Office at (650) 752-0529. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CRF 35.104 ADA Title II)



**Draft Minutes  
Town of Atherton  
CITY COUNCIL/ATHERTON CHANNEL  
DRAINAGE DISTRICT  
April 16, 2003  
6:00 P.M.  
Meeting Room  
Town Administrative Offices  
91 Ashfield Road, Atherton  
Special Meeting**

**Vice Mayor McKeithen called the meeting to order at 6:00 p.m.**

**1. ROLL CALL**

**PRESENT:** Kathy McKeithen  
Charles E. Marsala  
Alan B. Carlson  
William R. Conwell

**ABSENT:** James R. Janz (Excused absence)

**City Manager Jim Robinson and City Attorney Marc Hynes were present.**

**2. PUBLIC COMMENTS**

**There were no public comments.**

**3. CLOSED SESSION**

**The Council adjourned to Closed Session at 6:10 p.m.**

**4. RECONVENE TO OPEN SESSION**

**The Council reconvened to Open Session at 7:00 p.m. The following action was taken:**

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –  
pursuant to Government Code Section 54956.9 (a)  
Teamsters Local No. 856 v. City of Atherton**

**Direction was given to the City Attorney.**

- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –  
pursuant to Government Code Section 54956.9 (a)  
Stephen Chaput v. Town of Atherton  
Patrick McTaggart v. Town of Atherton**

**Direction was given to the Town-retained legal counsel.**

**5. ADJOURN**

**The meeting adjourned at 7:05 p.m.**

**Respectfully submitted,**

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**Kathy McKeithen, Vice Mayor**



**Draft Minutes  
Town of Atherton  
CITY COUNCIL/ATHERTON CHANNEL  
DRAINAGE DISTRICT**

**April 16, 2003**

**7:00 p.m.**

**TOWN COUNCIL CHAMBERS**

94 Ashfield Road  
Atherton, California

**REGULAR MEETING**

**Vice Mayor McKeithen called the meeting to order at 7:11 p.m.**

**1. PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**PRESENT:** Kathy McKeithen  
Charles E. Marsala  
Alan B. Carlson  
William R. Conwell

**ABSENT:** James R. Janz (Excused absence)

**City Manager Jim Robinson and City Attorney Marc Hynes were present.**

**3. PRESENTATIONS**

**F. Presentation by Sequoia Hospital**

**Glenna Vaskelis, Sequoia Hospital Administrator, presented the hospital's plans to rebuild and relocate.**

**Janet Simonds, 26 Wilburn Avenue, spoke from the audience.**

The Council asked to have an item placed on the May 21, 2003 City Council agenda to consider a resolution of endorsement.

**G. Earth Day Proclamation**

Vice Mayor McKeithen read a Proclamation declaring April 22, 2003 as "Earth Day".

**H. Relay for Life Proclamation**

Vice Mayor McKeithen presented a Proclamation to Art Ferranti recognizing the Menlo Park/Redwood City "Relay for Life", an American Cancer Society Fundraiser which will be held at Sequoia High School on May 17 and 18, 2003.

**I. Recognition of Service for Cliff Temps**

Vice Mayor McKeithen presented a plaque to retiring Public Works Director Cliff Temps and commended him for his years of service to the Town. City Manager Jim Robinson announced that a reception in honor of Mr. Temps will be held on Tuesday, April 22 at the Holbrook-Palmer Park Pavilion from 4:00 p.m. to 7:00 p.m.

**4. COUNCIL REPORTS**

- Council Member Conwell reported on the San Francisco Airport Roundtable meeting. Air traffic volume at SFO is down. The Criminal Justice Commission met today. The Commission receives approximately \$200,000 annually in state funds which are granted to various community groups. Council Member Conwell also reported on the City/County Association of Governments meeting.
- Council Member Carlson referred to a letter addressed to the Council from several residents with concerns about a construction site on Stern Lane. City Attorney Marc Hynes stated that the Building Official has noticed the owner to construct a safety fence around the property. Staff will report back on this item at the next Council next meeting. Council Member Carlson attended the Channel Drainage Sub-committee meeting on March 31. He reported on the April 8, 2003 Transportation Sub-committee meeting. The Sub-committee recommended the placement of no parking signs on Oak Grove Avenue. Two resident advisors, John Ruggeiro and Bob Huber, were appointed to the Sub-committee. Caltrain representatives made a presentation at the meeting regarding future plans for improvements.
- Council Member Marsala reported on the State's proposed reductions to cities of Vehicle License Fees. He announced the League of California Cities' Legislative Action Days on May 14 and 15 in Sacramento, and the County of San Mateo's "County Open House" on May 6. Council Member Marsala commended staff for ensuring that the Town is in full compliance with waste reduction regulations and noted that BFI has expanded the recycling program. He reported that the Library JPA is meeting to address the Library budget deficit. The Dames Luncheon will be held on May 9, and the ACIL town forum will be held on May 22.
- Vice Mayor McKeithen noted that the City Manager has been assured by County Hazmat that they are prepared to deal with any emergencies involving hazardous

material transported by train through Town. She reported that the County Open House on May 6 will begin at 7:30 a.m. and will include interactive activities for children and adults. Sheriff Horsley will give a status report on homeland security, and the Fire Station will also be open to the public. The County Office of Emergency Services Council will meet Thursday, April 17, at 5:30 p.m. in the Jury Room, County Center. The last meeting of the Atherton Channel District Sub-committee meeting was canceled because the Committee conducted a tour of the channel with representatives of the Army Corps. of Engineers, and the California Water Quality Control Board. The engineering firm of BKF, and the environmental firm, H.T. Harvey, talked about setting priorities for improvements to the channel. The next meeting will be held Monday, April 28, at 8:00 a.m. in the Council Chambers.

## **5. PUBLIC COMMENTS**

The following members of the audience spoke:

- **Byrne Bernhard, Toyon Road, regarding traffic on Oak Grove.**
- **Charlie Ramorino, Gresham Lane, representing ACIL, asked the Council for endorsement of the ACIL “Atherton Pride” project. The Vice Mayor asked for this item to be put on the May meeting agenda.**
- **Bob Jenkins, Irving Avenue, asked the Council to develop a proclamation in support of the war effort and honoring those in the armed forces who have been killed or wounded in Iraq. Mr. Jenkins was told to submit his request to the City Manager for consideration for a proclamation memorializing those in the armed forces, but the broader issue of support of the war would have to be put on the agenda for approval. No action was taken by the Council.**
- **Denise Kupperman, Tree Committee Chair, announced the Town Arbor Day celebration which will be held Saturday, May 3, at 10:00 a.m. on the east side of the Pavilion in Holbrook-Palmer Park. The area around the Pavilion will be planted. The Committee’s newsletter, the Atherton Tree News, was recently mailed to residents.**

## **6. STAFF REPORTS**

- **City Manager Jim Robinson followed up from last meeting with a report on the use of the well at Holbrook-Palmer Park for an emergency water supply. Darren Duncan, California Water Service General Manager, will be present at the May Council meeting to discuss emergency water issues. The City Manager reported on the annual costs for car washing. The spring issue of the Athertonian was just sent out to residents, and the community calendar is now available on the Town website.**
- **City Attorney Marc Hynes reported out of the Closed Session held at 6:00 p.m.**

- A. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – pursuant to Government Code Section 54956.9 (a) Teamsters Local No. 856 v. City of Atherton**  
Direction was given to the City Attorney.
- B. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – pursuant to Government Code Section 54956.9 (a)**  
**Stephen Chaput v. Town of Atherton**  
**Patrick McTaggart v. Town of Atherton**  
Direction was given to the Town-retained defense counsel.

**7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT**

**Atherton Arts Committee - Fran Eastman, Chair of the Atherton Arts Committee, updated the City Council on upcoming events and discussed the Committee’s space needs. The City Council recommended that the Arts Committee meet with the Park and Recreation Commission on issues related to space needs, and return to the Council with recommendations.**

**CONSENT CALENDAR**

**Council Member Conwell asked for clarification on Item No. 17. Chief Bob Brennan stated that the proposed purchase of two police vehicles would not increase the number of vehicles owned by the Town.**

**MOTION – to approve the Consent Agenda as presented.**

**M/S Conwell/Carlson                      Ayes: 4   Noes: 0   Absent: 1(Janz)   Abstain: 0**

- 8. APPROVED MINUTES OF SPECIAL AND REGULAR COUNCIL MEETINGS OF MARCH 19, 2003**
- 9. APPROVED BILLS AND CLAIMS FOR MARCH 2003 IN THE AMOUNT OF \$666,856**
- 10. ACCEPTED MONTHLY FINANCIAL REPORT FOR MARCH 2003**
- 11. AWARDED CONTRACTS FOR HOLBROOK-PALMER PARK PARKING LOT PATCHING AND SEALING, PROJECT 03-003, AND ATHERTON AVENUE RECONSTRUCTION, PROJECT 03-004**

**Awarded the contracts for Holbrook-Palmer Park Parking Lot Patching and Sealing, Project 03-003, to Silicon Valley Paving, Inc. for \$28,723.95, and for Atherton Avenue Reconstruction, Project 03-004, to G. Bortolotto & Co., Inc. for \$292,094.79.**

12. **ACCEPTED WORK AND APPROVED RECORDING A NOTICE OF COMPLETION FOR MIDDLEFIELD ROAD PAVEMENT AND STORM DRAINAGE IMPROVEMENTS, PROJECT 01-005**
13. **APPROVED RESOLUTION NO. 03-06 OF THE CITY COUNCIL OF THE TOWN OF ATHERTON AUTHORIZING CONTINUED PARTICIPATION IN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AND APPROVAL OF THE JOINT POWERS AGREEMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE JOINT POWERS AGREEMENT**
14. **ADOPTED ORDINANCE NO. 539 OF THE CITY COUNCIL OF THE TOWN OF ATHERTON AMENDING SECTIONS 17.36.195 AND 17.08.070 REGULATING RETAINING WALLS AND BUILDING HEIGHT WITHIN THE TOWN OF ATHERTON**

**Adopted Ordinance No. 539 amending Atherton Municipal Code Section 17.36.195 adding a height requirement for retaining walls, and Code Section 17.08.070 adding a requirement that decorative roof elements must be included in the maximum building height, and waived second reading.**

15. **ADOPTED ORDINANCE NO. 540 OF THE CITY COUNCIL OF THE TOWN OF ATHERTON AMENDING THE ATHERTON MUNICIPAL CODE SECTION 12.06 REGULATING ENCROACHMENTS WITHIN THE PUBLIC RIGHT-OF-WAY WITHIN THE TOWN OF ATHERTON**

**Adopted Ordinance No. 540 amending Atherton Municipal Code Section 12.06 relating to encroachments allowing for the construction of new entrance gate structures within the Town of Atherton, and waived second reading.**

16. **ADOPTED ORDINANCE NO. 541 OF THE CITY COUNCIL OF THE TOWN OF ATHERTON AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY COUNCIL OF THE TOWN OF ATHERTON AND THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

**Adopted Ordinance No. 541 authorizing an amendment to the contract between the City Council of the Town of Atherton and the Board of Administration of the California Public Employees' Retirement System to provide Section 21024 (Military Service Credit as Public Service) for local miscellaneous members, and waived second reading.**

17. **APPROVED PURCHASE OF TWO POLICE VEHICLES FOR FISCAL YEAR 2002-2003 FROM SERRAMONTE FORD IN THE AMOUNT OF \$48,545.59.**
18. **APPROVED REVISED CITY COUNCIL RULES OF PROCEDURE**

Approved a revision to Section 9.3 of the City Council Rules of Procedure providing for the appointment and selection process of citizen advisors to City Council sub-committees.

19. **APPROVED A PROCLAMATION DECLARING APRIL 28 TO MAY 4, 2003 AS “MOSQUITO AND VECTOR CONTROL AND WEST NILE VIRUS AWARENESS WEEK”**

**REGULAR AGENDA**

20. **APPOINTMENT OF COMMISSION AND COMMITTEE MEMBERS**

Council Member Conwell presented the City Council Screening Committee’s recommendations for appointments to the openings on Town commissions and committees.

**MOTION – to accept the recommendation of the City Council Screening Committee and make the following appointments to Town commissions and committees effective May 1, 2003:**

**Planning Commission:  
(Four year term)**

**Rose Hau (reappointed)  
Robert Andrews (reappointed)**

**General Plan Committee:  
(Two year term)**

**Phil Thaire  
Lida Urbanek  
Kristi Waldron**

**Park and Recreation Committee:  
(Four year term)**

**Mike McPherson (reappointed)  
Paul Tonelli (reappointed)  
John P. Davey  
Jim Massey (H-P Park Foundation Representative)  
Marilee Gardner (Atherton Dames Representative)**

**Audit Committee:  
(Three year term)**

**Robert C. Wilson**

**M/S Conwell/Marsala**

**Ayes: 4 Noes: 0 Absent: 1 (Janz) Abstain: 0**

21. **CONSIDER APPOINTMENT OF A RESIDENT ADVISOR TO THE TRANSPORTATION SUB-COMMITTEE**

Council Member Carlson stated that since Mayor Janz was unable to attend this Council meeting, he would like to move that this item be continued.

**MOTION – Council Member Carlson moved to continue this item to the May City Council meeting.**

**Motion died for lack of a second.**

**Discussion continued. Council Member Carlson stated his reasons for not voting for an applicant for the position of Resident Advisor to the Transportation Sub-committee. Council Member Marsala spoke in favor of the appointment.**

**The following members of the audience spoke:**

**John Rugeiro, Stockbridge Avenue**

**Frances Lee, MacBain Avenue**

**Janet Simonds, Wilburn Avenue**

**Jean Schaaf, Stockbridge Avenue**

**Robert Simonds, Wilburn Avenue**

**Virginia Rugeiro, Stockbridge Avenue**

**John Sisson, Belleau Avenue**

**Vice Mayor McKeithen noted that Resident Advisors are non-voting members of the committee and spoke on the need for representation from different neighborhoods.**

**MOTION – to appoint Lou Paponis as a Resident Advisor to the Transportation Committee.**

**M/S Conwell/Marsala**

**Roll Call Vote as Follows:**

**Marsala: Aye**

**Carlson: No**

**Conwell: Aye**

**McKeithen: Aye**

**(Janz - Absent)**

**Mr. Paponis spoke from the audience.**

**22. DISCUSSION AND POSSIBLE ACTION - NOISE ORDINANCE STANDARDS**

**Town Planner Neal Martin presented the staff report for this item. Under the current ordinance, any noise in excess of 60 dBA during daytime hours and 50 dBA during nighttime hours is in violation. The current ordinance was adopted by the Council on October 20, 1999. General Plan Committee member, Sandy Kaye, has suggested that the “C” weighting scale be substituted for the “A” weighting scale.**

Council Member Carlson stated that this item came before the General Plan Committee where it was recommended that no change be made to the ordinance. Vice Mayor McKeithen stated that she had asked that this item be placed on the agenda, and that the noise standard is not reflected in the General Plan. According to the Town Planner, the noise standard is in the ordinance and it is not necessary for the noise standard to be in the General Plan.

Council Member Conwell expressed his concerns with enforcement of the noise ordinance. Vice Mayor McKeithen referred to a report issued by an acoustical expert regarding the need to update the Town's ordinance.

Discussion ensued regarding the use of the noise scale in the current ordinance and the measurement of noise. Council Member Marsala expressed concerns that if the scale were changed, everyday activities measured as peak noise might become illegal. It was determined that the Town does not receive many noise complaints, and a change to the ordinance is not warranted at this time.

The Town Planner stated that the General Plan Committee looked at the noise ordinance in the context of the overall General Plan review. The General Plan Committee asked the Planning Commission to make a determination on what noise scale should be included in the General Plan. The Planning Commission decided they should not address a noise scale in the General Plan.

The following members spoke from the audience:

Sandy Kaye, Shearer Drive  
Vit Eckersdorf, Shearer Drive  
Robert Huber, Frederick Avenue

**MOTION – to take no action to change the current noise ordinance.**

M/S Carlson/Conwell                      Ayes: 4   Noes: 0   Absent: 1(Janz)   Abstain: 0

**23. AMENDMENT OF CAPITAL IMPROVEMENT PROGRAM TO INCLUDE HOLBROOK-PALMER PARK MAIN HOUSE PATIO IMPROVEMENT PROJECT AND AWARD OF CONTRACT TO BRAGATO CONSTRUCTION CO., INC. FOR \$22,750**

Public Works Director Cliff Temps presented the staff report for this item. This project is proposed as a the result of the loss of a large oak tree in the patio area of the Main House in Holbrook-Palmer Park. The Park and Recreation Commission recommended that the area where the tree was removed should be finished in the manner of the surrounding area. Although this project is not in the Capital Improvement Budget, savings in other projects will more than cover the cost.

**MOTION – to amend the Capital Improvement Program to include the Holbrook-Palmer Park Main House Patio Improvement Project and award a contract to Bragato Construction Co., Inc. for \$22,750.**

**M/S Conwell/Marsala Ayes: 4 Noes: 0 Absent: 1(Janz) Abstain: 0**

**24. DISCUSSION AND POSSIBLE ACTION – AMENDMENT TO RESOLUTION SETTING PARK FACILITIES USE FEES**

**City Manager Jim Robinson presented the staff report for this item. Park Program Manager Jean Cardona conducted a survey of other facilities to compare the Town’s rental fees for weddings and social events. She concluded that rental fees for wedding and social events could be increased while remaining competitive with other localities.**

**It is proposed to increase fees by \$200 for residents and \$500 for non-residents in order to accurately cover the costs incurred by the Town. Park and Recreation Commission Chair Mike McPherson spoke on the proposed fee increase. The Park and Recreation Commission recommended that the fees be increased as proposed.**

**MOTION – to adopt Resolution No. 03-07 modifying fees for social events at Holbrook-Palmer Park with the change in the second paragraph to include that the fees could be increased by \$200 per event for residents and by \$500 per event for non-residents.**

**M/S McKeithen/Marsala Ayes: 4 Noes: 0 Absent: 1(Janz) Abstain: 0**

**25. SET A DATE FOR A SPECIAL CITY COUNCIL MEETING IN JUNE TO CONSIDER THE DRAFT FISCAL YEAR 2003-2004 BUDGET**

**The Council tentatively set Monday June 16, 6:00 p.m. as the date and time for a Special Council Meeting to consider the Draft Fiscal Year 2003-2004 Budget. Staff will contact Mayor Jim Janz to see if he is available.**

**26. PUBLIC COMMENTS**

**There were no public comments.**

**27. ADJOURNMENT**

**The meeting adjourned at 10:55 p.m.**

**Respectfully submitted,**

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**Sharon Barker, City Clerk**

# TOWN OF ATHERTON

## CLAIMS LIST

April, 2003

Payroll Checks	2168 - 2264	\$ 43,598
Electronic Transfers		287,059
A/P Checks	15144 – 15322	447,972
TOTAL		\$ 778,629

I, James H. Robinson, City Manager of the Town of Atherton, do hereby certify under penalty of perjury that the demands listed above, check numbers 2168 through 2264 (Payroll) and 15144 through 15322 (Accounts Payable), and Electronic Transfers for Employees Federal Payroll Taxes and fees, inclusive, amount to \$778,629 are true and correct, and that there are funds for payment.

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James H. Robinson  
City Manager

The above claims, Payroll check numbers 2168 through 2264, Accounts Payable check numbers 15144 through 15322 and Electronic Transfers for employees federal payroll taxes and fees, amount to \$778,629; and are hereby approved for payment.

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Jim Janz  
Mayor, Town of Atherton

### SOURCE OF FUNDS

<b>101</b>	General Fund	\$552,554
<b>105</b>	Tennis Fund	-
<b>201</b>	Special Parcel Tax	13,425
<b>202</b>	Transportation	63,878
<b>203</b>	Gas Tax Fund	-
<b>210</b>	Road Construction Impact Fees	9,373
<b>213</b>	Library Special Revenue Fund	-
<b>401</b>	General Capital Projects	380
<b>402</b>	Storm Drainage	-
<b>403</b>	Atherton Channel District	9,495
<b>404</b>	Park Playground Improvement	-
<b>405</b>	Middlefield Road Rehab.	-
<b>406</b>	Facilities Construction	20,679
<b>610</b>	Vehicle Replacement	-
<b>611</b>	Computer Maint. & Replacement	4,443
<b>612</b>	Administrative Services	3,061
<b>614</b>	Workers Compensation Insurance	20,391
<b>715</b>	Evans Estate	4,596
<b>730</b>	H-P Park Improvement	-
<b>740</b>	Tree Committee	2,240
TOTAL		\$778,629



**CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JOHN P. JOHNS, FINANCE DIRECTOR**

**DATE: FOR THE MEETING OF May 21, 2003**

**SUBJECT: MONTHLY FINANCIAL REPORT FOR APRIL, 2003**

**RECOMMENDATION:**

Receive and file Monthly Financial Report for April, 2003.

**INTRODUCTION:**

The attached schedules show revenues and expenditures and fund balance for all funds as of February 28<sup>th</sup>, 2003.

**HIGHLIGHTS**

April General Fund revenues amounted to \$1,222,980, including a \$771,000 apportionment of current year secured property taxes and \$129,000 in building permit fee revenue. As of April 30<sup>th</sup>, the General Fund has realized \$5,652,839 in revenues compared to a mid-year revised estimate of \$7,012,180 for FY 2002-03. Based upon an examination of revenue collection activity of the past several years, we believe that FY 2002-03 General Fund revenues will meet, or slightly exceed our revised budget estimate.

For the ten months ended April 30<sup>th</sup>, 2002 General Fund expenditures have amounted to \$5,798,155 or 81 percent of the \$7,181,387 appropriations general fund appropriations. Given current expenditure trends, we continue to expect that total General Fund expenditures will be within the \$7,181,387 revised appropriations for FY 2002-03.

With the exception of Measure A transportation sales tax revenues and Gas Tax revenues, special revenue fund and capital projects fund revenues are tracking favorably with current year budget estimates.

Additionally, the favorable pricing that Public Works has received for recently awarded construction contracts appear to have offset the unfavorable variances we expect to encounter from the Measure A and from the gas tax special revenue funds.

**FISCAL IMPACT:**

Informational only.

Prepared by:

Approved by:

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John P. Johns  
Finance Director

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James H. Robinson  
City Manager

**TOWN OF ATHERTON**  
**Revenue Summary**  
**For the Month Ended April 30th, 2003**

<b>Fund</b>	<b>Revenue Source</b>	<b>2002-03 Estimate</b>	<b>Current Period Revenues</b>	<b>Year to Date Revenues</b>	<b>% Received</b>
	Property Tax	\$ 2,854,574	723,473	\$ 2,561,218	90%
	Sales and Use Tax	133,714	11,695	145,404	109%
	Other Taxes	802,157	253,952	686,472	86%
	Licenses & Permits	1,357,400	139,118	1,030,527	76%
	Fines & Forfeitures	70,286	5,752	57,210	81%
	Revenue from Other Agencies	202,000	10,092	144,635	72%
	Charges for Services	451,349	17,450	323,357	72%
	Investment & Rental Income	284,400	57,704	258,814	91%
	Other Revenues	12,300	3,744	23,202	189%
	<b>Total General Fund Revenues</b>	<b>6,168,180</b>	<b>1,222,980</b>	<b>5,230,839</b>	<b>85%</b>
	Interfund (Operating) Transfers In	844,000	-	422,000	50%
<b>101</b>	<b>General Fund Total</b>	<b>7,012,180</b>	<b>1,222,980</b>	<b>5,652,839</b>	<b>81%</b>
	<b>Special Revenue Funds:</b>				
105	Tennis	9,000	800	7,010	78%
201	Special Parcel Tax	1,570,000	381,654	1,416,543	90%
202	Transportation	270,000	13,581	157,231	58%
203	Street Improvement (Gas Tax)	200,000	21,724	131,509	66%
208	Police on the Street	-	-	-	
209	Law Enforcement	100,000	-	100,997	101%
210	Road Construction Impact Fees	400,000	58,968	303,244	76%
211	State Park Grants Fund	89,259	-	-	0%
213	Library	20,000	2,525	83,468	417%
	<b>Total</b>	<b>2,638,259</b>	<b>479,252</b>	<b>2,200,002</b>	<b>83%</b>
	<b>Capital Project Funds:</b>				
401	Capital Improvement	10,000	-	84,722	847%
402	Storm Drainage	10,000	-	-	0%
403	Channel Drainage District	52,280	10,322	36,458	70%
404	Park Playground Improvement	-	-	2,205	0%
405	Middlefield Road Grants	1,200,000	-	1,246,936	104%
406	Facilities Construction	22,000	-	-	0%
	<b>Total</b>	<b>1,294,280</b>	<b>10,322</b>	<b>1,370,321</b>	<b>106%</b>
	<b>Internal Service Funds:</b>				
610	Vehicle Replacement	39,400	19,700	39,403	100%
611	Information Technology	91,371	45,686	91,373	100%
612	Administrative Services	406,256	118,129	236,257	58%
614	Workers Compensation Insurance	80,129	-	40,782	51%
	<b>Total</b>	<b>617,156</b>	<b>183,515</b>	<b>407,815</b>	<b>66%</b>
	<b>Trust and Agency Funds:</b>				
715	Evans Creative Design	116,900	4,838	54,879	47%
730	H-P Park Improvement	-	-	-	0%
731	MA Little League	-	-	-	0%
740	Tree Committee	-	2,350	5,448	
	<b>Total</b>	<b>116,900</b>	<b>7,188</b>	<b>60,327</b>	<b>52%</b>
	<b>Total Revenues</b>	<b>11,678,775</b>	<b>1,903,257</b>	<b>9,691,304</b>	<b>83%</b>

**TOWN OF ATHERTON**  
**Expenditure Summary**  
**For the Month Ended April 30th, 2003**

<b>Fund</b>	<b>Description</b> <b>Department</b>	<b>2002-03</b> <b>Budget</b>	<b>Current Period</b> <b>Expenditures</b>	<b>Year to Date</b> <b>Expenditures</b>	<b>%</b> <b>Spent</b>
101	General Fund				
	11 City Council	\$ 21,623	\$ 1,149	17,407	81%
	12 City Manager	472,961	61,951	416,300	88%
	16 City Attorney	185,734	21,775	121,720	66%
	18 Finance	381,727	44,787	309,573	81%
	25 Building	860,798	91,490	751,812	87%
	40 Police	3,569,831	352,561	2,827,373	79%
	50 Public Works	1,588,713	136,989	1,353,970	85%
	Contingency	100,000	-	-	0%
	Total General Fund Expenditures	<u>7,181,387</u>	<u>710,702</u>	<u>5,798,155</u>	<u>81%</u>
	Interfund (Operating) Transfers Out	-	-	-	0%
101	<b>General Fund Total</b>	<u><b>\$ 7,181,387</b></u>	<u><b>\$ 710,702</b></u>	<u><b>\$ 5,798,155</b></u>	<u><b>81%</b></u>
<b>Special Revenue Funds:</b>					
105	Tennis	29,946	232	3,805	13%
201	Special Parcel Tax	1,480,309	13,425	1,008,501	68%
202	Transportation	273,992	63,878	176,851	65%
203	Street Improvement (Gas Tax)	155,319	-	54,308	35%
208	Police on the Street	40,000	-	20,000	50%
209	Law Enforcement	100,000	-	100,000	100%
210	Road Impact Fees	684,294	6,740	25,744	4%
211	State Park Grants	89,259	-	-	0%
213	Library Fund	25,384	-	38,741	153%
	Total	<u>2,878,503</u>	<u>84,275</u>	<u>1,427,950</u>	<u>50%</u>
<b>Capital Project Funds:</b>					
401	Capital Improvement	396,861	18,244	118,339	0%
402	Storm Drainage	-	1,730	64,767	-
403	Channel Drainage District	90,848	6,359	48,163	0%
404	Park Playground Fund	-	-	31,664	-
405	Middlefield Road Grants	1,299,000	-	933,265	72%
406	Facilities Construction	198,454	14,000	122,039	0%
	Total	<u>1,985,163</u>	<u>40,333</u>	<u>1,318,237</u>	<u>66%</u>
<b>Internal Service Funds:</b>					
610	Vehicle Replacement	45,000	-	-	0%
611	Information Technology	100,500	9,834	62,946	63%
612	Administrative Services	325,335	11,283	228,698	70%
614	Workers Compensation Insurance	95,000	25,000	86,659	91%
	Total	<u>565,835</u>	<u>46,117</u>	<u>378,303</u>	<u>67%</u>
<b>Trust and Agency Funds:</b>					
715	Evans Creative Design	84,750	3,936	53,682	63%
730	H-P Park Improvement	-	-	-	0%
731	MA Little League	-	-	-	0%
740	Tree Committee	730	698	3,364	461%
	Total	<u>85,480</u>	<u>4,634</u>	<u>57,046</u>	<u>67%</u>
	<b>Total Expenditures</b>	<u><b>12,696,368</b></u>	<u><b>886,061</b></u>	<u><b>8,979,691</b></u>	<u><b>71%</b></u>

**TOWN OF ATHERTON**  
**Budget Summary**  
**Fiscal Year 2002-03**  
**April 30th, 2003**

<b>Fund</b>	<b>Description</b>	<b>Beginning Fund Balance July 1, 2002</b>	<b>Revenues to Date</b>	<b>Transfers to Date</b>	<b>Expenditures To Date</b>	<b>Ending Fund Balance to Date</b>
101	<b>General Fund</b>	5,194,187	5,230,839	422,000	5,798,155	5,048,871
	<b>Special Revenue Funds:</b>					
105	Tennis	21,926	7,010		3,805	25,131
201	Special Municipal Tax	847,820	1,416,543		1,008,501	1,255,862
202	Transportation	26,779	157,231		176,851	7,159
203	Street Improvement (Gas Tax)	85,697	131,509		54,308	162,898
208	Police on the Street	44,434	-		20,000	24,434
209	Law Enforcement	9,121	100,997		100,000	10,118
210	Road Construction Impact Fees	646,417	303,244		25,744	923,917
213	Library Special Revenue Fund	400,000	-		38,741	361,259
	Sub Total	<u>2,082,194</u>	<u>2,116,534</u>	<u>-</u>	<u>1,427,950</u>	<u>2,770,778</u>
	<b>Capital Projects Funds:</b>					
401	Capital Improvement	446,802	84,722		118,339	413,185
402	Storm Drainage	56,786	-		64,767	(7,981)
403	Channel Drainage District	445,509	36,458		48,163	433,804
404	Park Playground Improvement	58,417	2,205		31,664	28,958
405	Middlefield Road Grants	(173)	1,246,936		933,265	313,498
406	Facilities Construction	447,477	-		122,039	325,438
	Sub Total	<u>1,454,818</u>	<u>1,370,321</u>	<u>-</u>	<u>1,318,237</u>	<u>1,506,902</u>
	<b>Internal Service Fund</b>					
610	Vehicle Replacement	357,952	39,403		-	397,355
611	Information Technology	54,979	91,373		62,946	83,406
612	Administrative Services	6,143	236,257		228,698	13,702
614	Workers Compensation Insurance	(51,490)	40,782		86,659	(97,367)
	Sub Total	<u>367,584</u>	<u>407,815</u>	<u>-</u>	<u>378,303</u>	<u>397,096</u>
	<b>Trust and Agency Funds</b>					
715	Evans Creative Design	116,028	54,879		53,682	117,225
730	H-P Park Improvement	5,851	-		-	5,851
731	MA Little League	4,821	-		-	4,821
740	Tree Committee	226	2,350		3,364	(788)
	Sub Total	<u>126,926</u>	<u>57,229</u>	<u>-</u>	<u>57,046</u>	<u>127,109</u>
	<b>Grand Total</b>	<u>\$ 9,225,709</u>	<u>\$ 9,182,738</u>	<u>\$ 422,000</u>	<u>\$ 8,979,691</u>	<u>\$ 9,850,756</u>



**CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JOHN P. JOHNS, FINANCE DIRECTOR**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: QUARTERLY INVESTMENT REPORT, MARCH, 2003**

**RECOMMENDATION:**

Note, receipt and file.

**INTRODUCTION:**

This is the quarterly status report of the Town's investments in the Local Agency Investment Fund (LAIF) and the San Mateo County Investment Pool (SMCIP) for the quarter ending March 31<sup>st</sup>, 2001.

**DISCUSSION:**

As of March 31<sup>st</sup>, 2003 the Town had a total investment of **\$9,231,512**. The total interest earning for the quarter ending March 31<sup>st</sup> amounted to **\$68,826**. The funds are invested in the San Mateo County Investment Pool (SMCIP) and the Local Agency Investment Fund (LAIF).

**Investment at SMCIP:** San Mateo County Investment Pool is created and managed by County Treasurer. As of March 31<sup>st</sup>, the County's investment pool carried investments with a total par value of \$2.1 billion and an average duration to maturity of 2.3 years. The Town's investment with the San Mateo County Investment Pool as of March 31<sup>st</sup> amounted to \$6,169,203 or 67 percent of the town's total investment holdings. Attachment 1 to this staff report provides a summary of the composition of the San Mateo county investment pool according to investment vehicle.

**Investment in LAIF:** Local Agency Investment Fund (LAIF) is created and managed by the State Treasurer. As of March 31<sup>st</sup>, LAIF had total assets of \$54 billion and an average duration to maturity of

about 170 days. The Town's investment with LAIF as of March 31<sup>st</sup>, amounted to \$3,062,309 or 33 percent of the total funds invested. Attachment 2 to this report provides a summary of the composition of the LAIF according to investment fund.

During the first quarter of 2003, the reported effective yield of the LAIF amounted to 1.984 percent. This compares to an average net earnings reported by the San Mateo County Investment Pool of 3.49 percent.

Attachment 3 to this report provides an explanation of the difference in yields between the Local Agency Investment Fund and the San Mateo County Investment Pool. In summary, the San Mateo County Treasurer attributes the higher yield primarily to its ability to hold investments for a longer duration than the State Local Agency Investment fund.

**FISCAL IMPACT:**

Informational only.

Prepared by:

Approved by:

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John P. Johns  
Finance Director

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James H. Robinson  
City Manager

**ATTACHMENTS:**

1. Monthly investment summary, San Mateo County Investment Pool
2. Monthly investment summary, State of California Local Agency Investment Fund
3. Lee Buffington April 10, 2003 Memorandum to Investment Pool Participants



## Town of Atherton

### **CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: DUNCAN JONES, PUBLIC WORKS DIRECTOR**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: APPROVAL OF PLANS AND SPECIFICATIONS  
ELENA AVENUE - ATHERTON CHANNEL  
BOX CULVERT REPLACEMENT**

#### **RECOMMENDATION:**

Pass a motion to approve the plans and specifications for the Elena Avenue – Atherton Channel Box Culvert Replacement, Project 03-006.

#### **INTRODUCTION:**

The adopted Capital Improvement Program includes funds for designing and constructing enlarged replacements for existing box culverts at the Elena Avenue and Barry Lane street crossings of the Atherton Channel. The need for these replacements was made clear by waters overflowing both street crossings during the last El Nino winter and was confirmed to be very high priority in the Nolte study.

#### **ANALYSIS:**

The Elena Avenue Atherton Channel box culvert is budgeted for construction in FY 2002-03, and the Barry Lane box culvert is budgeted for construction in FY 2003-04. The City Council approved the contract for design of both culverts at the August 21, 2002 City Council meeting. The Elena Avenue box culvert plans and specifications are ready to be advertised for construction.

Permits for construction of the Elena Avenue box culvert have been approved by the California Department of Fish and Game and the California Water Quality Control Board. Bids will be received in June for award at the June 18 City Council meeting. Construction will commence in July.

**FISCAL IMPACT:**

The Engineer's Estimate for the Elena Avenue - Atherton Channel box culvert project is \$157,211.25. In addition, a 10% construction contingency of \$15, 721.13 would bring the total estimate to \$179,932.38. \$200,000 from Parcel Tax funds is budgeted for the project in the FY 2003-04.

**CONCLUSION:**

The plans for this project are consistent with the Capital Improvement Program and should be approved.

Prepared By:

Approved:

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Duncan L. Jones, PE  
Public Works Director

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James Robinson  
City Manager



**CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JOHN P JOHNS, FINANCE DIRECTOR**

**DATE: FOR THE MEETING OF APRIL 16, 2003**

**SUBJECT PROPOSED MODIFICATION TO WEDDING AND SOCIAL EVENT FEES AT HOLBROOK PALMER PARK**

**RECOMMENDATION**

Modify the fee resolution for weddings and social events at Holbrook Palmer Park.

**DISCUSSION**

At the April 16, 2003 Regular City Council Meeting, the Council approved a revision in the fees for weddings and social events. However, the fees recommended by staff and adopted by Council were not fully consistent with those that had been approved by the Park and Recreation Commission. Accordingly, staff recommends that Council modify proposed changes to the Parks fee schedule and recommends approval of such changes.

The following table illustrates the effect of adopting the proposed change in the wedding and social event schedule.

<i>Classification</i>	<i>Rates Recommended and Approved 4/21/03</i>	<i>Rates Approved By the Parks and Recreation Commission</i>	<i>Difference</i>
<b>Resident</b>			
<b>1 – 100 Guests</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$ -</b>
<b>101 – 200 Guests</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$ -</b>

<b>Non-Resident</b>			
<b>1 – 100 Guests</b>	<b>\$3,500</b>	<b>\$3,000</b>	<b>(\$500)</b>
<b>101 – 200 Guests</b>	<b>\$3,800</b>	<b>\$3,500</b>	<b>(\$300)</b>

**FISCAL IMPACT**

Implementing the corrected rate schedule will generate an additional \$20,000 annually in facility rental fees for weddings and social events, or \$4,000 less per year than the \$24,000 revenue increase reported by staff in its April 16<sup>th</sup> staff report.

Prepared by:

Approved by:

\_\_\_\_\_  
 John P. Johns, CPA  
 Finance Director

\_\_\_\_\_  
 Jim Robinson  
 City Manager

Attachment 1: Modified Fee Resolution

**RESOLUTION NO. 03-**

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON MODIFYING FEES FOR SOCIAL EVENTS AT HOLBROOK PALMER PARK AND REPEALING RESOLUTION NO. 03-07**

**WHEREAS, the Parks Program Manager has conducted a survey of fees for wedding and social events to be held in various localities which are comparable to Holbrook Palmer Park; and**

**WHEREAS, the Parks Program Manager has determined, based upon the results of this survey, that fees for wedding and social events could be increased by \$500 per event per category; and**

**WHEREAS, the Parks and Recreation Commission has reviewed and recommended approval of the new fee schedule for weddings and social events; and,**

**WHEREAS, such an increase in fees would generate an estimated \$24,000 in additional revenue to the General Fund annually; and**

**WHEREAS, previously adopted Resolution No. 03-07 modified fees for weddings and social events at Holbrook-Palmer Park, now again said fees are modified as set forth below.**

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF ATHERTON, CALIFORNIA, that fees for weddings and social events will be adjusted as described below.**

<i>Classification</i>	<i>Rate</i>
<b>Resident</b>	
<b>1 – 100 Guests</b>	<b>\$2,500</b>
<b>101 – 200 Guests</b>	<b>\$3,000</b>
<b>Non-Resident</b>	
<b>1 – 100 Guests</b>	<b>\$3,000</b>
<b>101 – 200 Guests</b>	<b>\$3,500</b>

**Resolution No. 03-07, to the extent that it is inconsistent with any of the foregoing provisions, is hereby superceded and repealed.**

\* \* \* \* \*

*I hereby certify that the foregoing Resolution was regularly introduced and adopted at a Regular Meeting of the City Council of the Town of Atherton held on \_\_\_\_\_, 2003 by the following vote:*

*Ayes:                      Councilmembers:*  
*Noes:                      Councilmembers:*  
*Absent:                    Councilmembers:*  
*Abstain:                 Councilmembers:*

\_\_\_\_\_  
James R. Janz, Mayor  
Town of Atherton

ATTEST:

\_\_\_\_\_  
Sharon Barker, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Marc G. Hynes, City Attorney



## Town of Atherton

### **CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
CITY MANAGER, JAMES ROBINSON**

**FROM: SHARON BARKER, CITY CLERK**

**DATE: FOR THE CITY COUNCIL MEETING OF MAY 21, 2003**

**SUBJECT: NOMINATION OF ATHERTON RESIDENT TO SERVE ON THE  
MID-PENINSULA COMMUNITY CENTER BOARD**

### **RECOMMENDATION:**

Approve the recommendation of the Screening Committee to nominate a resident to serve on the Mid-Peninsula Community Media Center Board for a three year term.

### **ANALYSIS:**

The Boards of Directors of the Mid-Peninsula Access Corporation and Silicon Valley Community Communications merged to form one Board, the Mid-Peninsula Community Media Center Board. The Board has recommended that the City Council nominate individuals to serve on the Board who are cognizant of the cable and media needs of Atherton residents. One application for the Board has been received by the Town. The Screening Committee, consisting of Council Members Conwell and Marsala, are scheduled to interview the applicant on Monday, May 19, and will make their recommendation at the May 21, 2003 City Council meeting.

Respectfully submitted by:

Reviewed/Approved by:

Sharon Barker  
City Clerk

James Robinson  
City Manager

Attachment: October 16, 2002 Staff Report



## Town of Atherton

### **CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
JAMES H. ROBINSON, CITY MANAGER**

**FROM: LINDA KELLY, ASSISTANT TO THE CITY MANAGER**

**DATE: FOR THE MEETING OF OCTOBER 16, 2002**

**SUBJECT: INFORMATION REPORT REGARDING NOMINEES FOR THE MID-PENINSULA COMMUNITY MEDIA CENTER BOARD**

### **RECOMMENDATION**

Receive and file this Report on nominating a resident to serve on the Mid-Peninsula Community Media Center Board. Once applications have been received, the Council Screening Committee will be presented with the applicants, with a nomination to be made by the Council. The actual appointment is made by the Mid-Peninsula Community Media Center Board itself in accordance with their bylaws.

### **BACKGROUND**

The attached document contains the background on the Mid-Peninsula Community Media Center. In 2001, the Boards of Directors of the Mid-Peninsula Access Corporation and Silicon Valley Community Communications merged to form one Board, referred to as the Mid-Peninsula Community Media Center, or "Media Center." The main goal of the Media Center is to build a new facility with enhanced media technologies with services to government, education, non-profits and the community at large, mostly in the area of cable television productions. The service area is made up of Atherton, Palo Alto, East Palo Alto, Menlo Park and the Stanford area. The funding for the Media Center is the result of the 1999 sale of Cable Co-op to AT&T, wherein AT&T donated \$17 million to Silicon Valley Community Communications. Of this amount \$7 million was paid to the IRS since it was deemed a charitable pledge as party of the purchase price paid by AT&T. The remaining \$10 million is in investments and is considered working capital and is earmarked for a new facility to serve the covered jurisdictions.

Currently, the Assistant to the City Manager serves on the Media Center Board representing Atherton. However, due to the increase in the activity of the Board with more frequent meetings, the Assistant to the

City Manager is not able to devote the time necessary to be a contributor to the Board, given other priority Town duties. In addition, it is recommended that a Town resident who is cognizant of the perspective of Atherton residents with respect to cable and media needs represent the Town in this function. The Board is especially interested in an individual with fundraising experience, as the Media Center is not going to be a self-sustaining entity due to the nature of its public business once the facility is completed. They are also looking for a nominee with either design and construction expertise, new technologies, or youth programs.

Regular meetings are once a month, and special meetings are called as needed, which recently has been up to two additional meetings per month. Meetings are held in Palo Alto, typically at 4:30 p.m. lasting two hours or more.

### **CONCLUSION**

It is recommended that the City Council receive and file this report. If Council Members are aware of individuals interested in serving on the Media Center Board, please notify the City Clerk. Once applicants have been identified, the Council Screening Committee could interview them, with the nomination being made at a future Council Meeting.

Prepared by:

Approved by:

s/Linda Kelly  
Linda Kelly  
Assistant to the City Manager

s/James H. Robinson  
James H. Robinson  
City Manager

Attachment: Media Center Board Development Program Document



**CITY COUNCIL STAFF REPORT**

**TO: THE HONORABLE MAYOR AND CITY COUNCIL**

**FROM: LISA COSTA SANDERS, DEPUTY TOWN PLANNER**

**DATE: FOR THE CITY COUNCIL MEETING OF MAY 21, 2003**

**SUBJECT: APPEAL OF THE DECISION OF THE PLANNING COMMISSION TO DENY A HERITAGE TREE REMOVAL PERMIT AT 77 FLOOD CIRCLE**

**RECOMMENDATION**

Staff recommends that the City Council conduct the public hearing and approve the appeal, thereby approving the Heritage Tree Removal Permit based on the following finding for the reasons outlined in this staff report:

1. The removal of the tree would not be contrary to the purpose and intent of the Atherton General Plan.

**INTRODUCTION:**

The applicant is requesting a Heritage Tree Removal Permit to allow the removal of one heritage tree. The applicant plans on constructing a new residence, detached garage and guesthouse. The applicant is requesting removal of the heritage tree to make way for the new driveway.

The Planning Commission, at their April 23, 2003 meeting, reviewed this item. At that meeting, the Planning Commission voted 4-0 to deny the Heritage Tree Removal Permit based on the finding that the removal of the tree would be contrary to the purpose and intent of the Atherton General Plan. At the Planning Commission meeting, one neighbor spoke in opposition to the request (draft minutes attached)

Notice of the Appeal and the City Council meeting in which it will be considered was mailed to property owners within 500 feet of the subject site.

**ANALYSIS:**

The subject site is located along Flood Circle at the intersection of Magnolia Drive. There is an access strip along the right side of the property accessing the property to the rear (79 Flood Circle).

The applicant is requesting removal of tree number 25 as shown on the attached site plan. The arborist report dated April 16, 2003 identifies this tree as a Southern Magnolia of fair to good condition. The arborist observation on the tree is that; "foliage is typical of the species and indicates normal tree vitality.

Tree structure is sound with no visible signs of decay. Small girdling roots were observed”.

The applicant submitted a Tree Survey, dated April 16, 2003 and attached to the staff report. This report comments on tree protection measures that are applicable to the proposed site plan. Kathy Hughes Anderson, Town Arborist, has reviewed the request and prepared a memo as attached to the packet.

Ms. Hughes Anderson, in her memo to the Planning Commission, states that tree number 25 is in good condition with a fair structure rating for the species. She also notes that the tree is in close proximity to four other large heritage trees. The removal of this tree would open the space up and eliminate the crowding into tree number 23 (Deodar Cedar) and tree number 24 (Coast Redwood). Ms. Hughes Anderson also states that removal of this tree would allow the planting of under story or hedge plant material along the perimeter to enhance the screening. She also states that trees number 26 and 27 (located in front of tree number 25) are both excellent Coast Redwood specimens and are being impacted slightly by tree number 25.

At the discretion of the City Council, for each tree permitted to be removed, the permittee may be required to plant three trees of fifteen-gallon container size, or two trees of twenty-four inch box container size, or one tree of fifteen-gallon container size and one tree of thirty-six inch container size in the tree preservation area. Ms. Hughes Anderson recommends that if the request were to be approved, that the applicant be required to plant a minimum of two 48” box size trees for mitigation.

**CONCLUSION:**

It is Planning Staff’s professional opinion that the removal of one heritage tree would not be contrary to the purpose and intent of the General Plan and the Zoning Ordinance with the replacement requirement as recommended by the Town Arborist and with the preservation of existing heritage trees.

**ALTERNATIVES:**

The Council could deny the appeal and thereby deny the Heritage Tree Removal Permit. The applicant would then need to consider alternative locations for the detached garage or modifications to the driveway.

The applicant has already considered alternate site plans and has indicated that the proposed site plan preserves more trees than alternative site plans.

**FISCAL IMPACT:**

All costs covering the processing of this application are paid for by the applicants.

**ENVIRONMENTAL IMPACT:**

A Master Negative Declaration has been approved by the Planning Commission for the removal of heritage trees.

**FORMAL MOTION:**

I move that the City Council find that the removal of one heritage tree at 77 Flood Circle in Atherton would not be contrary to the purpose and intent of the General Plan, for the reasons outlined in the Staff Report.

s/Lisa Costa Sanders  
Lisa Costa Sanders, Deputy Town Planner

\_\_\_\_\_  
James Robinson, City Manager

**Attachments:**

1. Draft Heritage Tree Removal Permit
2. Memo from Kathy Hughes Anderson, Town Arborist, dated April 14, 2003
3. Letter of Appeal and Application from Brad Smith dated May 5, 2003
4. Letter of Request from Brad Smith, PPG, dated April 3, 2003
5. Draft Minutes from the April 23, 2003 Planning Commission meeting
6. Tree Survey prepared by James McClenahan, Certified Arborist, dated April 16, 2003
7. New Residence site plan prepared by Pacific Peninsula Architecture, dated March 27, 2003



## Town of Atherton

### **CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: DUNCAN JONES, PUBLIC WORKS DIRECTOR**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: TEMPORARY NO PARKING ZONES ON OAK GROVE AVENUE**

#### **RECOMMENDATIONS:**

Adopt a resolution of the City Council of the Town of Atherton establishing a temporary No Parking zone on both sides of Oak Grove Avenue between Oak Grove Avenue cul-de-sac and Edge Road, on Monday through Friday between the hours of 9:00 am and 3:00 pm from May 22, 2003 to June 13, 2003.

#### **INTRODUCTION:**

Residents along Oak Grove Avenue submitted a petition at the April 8, 2003 Transportation Subcommittee meeting requesting a No Parking zone in the vicinity of the fire trail that leads from Oak Grove Avenue to Menlo-Atherton High School, west of Toyon Road. It was recommended that the petition be referred directly to the City Council rather than waiting until the July Transportation Subcommittee meeting. The City Manager, Police and Public Works departments visited the site and discussed the pros and cons of establishing this No Parking zone.

A primary concern is that the parked vehicles would move down the road to a location where parking is not prohibited, and that the new location may be less desirable than the current location. In addition, a large number of signs would need to be installed to allow enforcement of the No Parking zone.

#### **ANALYSIS:**

Several alternatives were discussed to resolve this situation:

Alternative 1 – do not install any additional No Parking zones. The vehicles are legally parked, however, the residents are unable to use these spaces and the vehicles cause sight distance at driveways to be limited, causing residents to use caution when exiting their driveways and side-streets.

Alternative 2 – place No Parking signs to prohibit parking in the sight distance area at the side-street intersections. This would alleviate the sight distance problems at the intersections, but not at the residents' driveways.

Alternative 3 – attempt to work with Menlo-Atherton High School to reconfigure their on-campus lots to provide additional student parking. This is especially important during the current construction, which will eliminate more student parking next fall. This longer term solution will be explored.

Alternative 4 – survey residents to determine preferences. A petition was received from all residents along the portion of Oak Grove Avenue where the No Parking zone was requested. However, the other areas which may be affected by the diverted parking were not included.

Alternative 5 – install a No Parking zone as requested

Alternative 6 - initiate a No Parking zone for a trial period to determine if parking diverts to less desirable locations. At the end of the period the City Council will reconsider the matter. At that time the No Parking zone could be made permanent, or any of the other alternatives could be reconsidered.

**FISCAL IMPACT:**

Signs are available from our existing inventory. It will take the Town’s street crew about 1 day to install the signs. These costs will be absorbed in the operating budget.

**CONCLUSION:**

The Town should evaluate all the potential impacts of installing the No Parking zone. The most practical way to perform this evaluation is a trial installation.

Prepared By:

Approved:

\_\_\_\_\_  
Duncan L. Jones, PE  
Public Works Director

\_\_\_\_\_  
James Robinson  
City Manager

Attachments:  
Petition  
Resolution

**RESOLUTION 03-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON  
ESTABLISHING A TEMPORARY NO PARKING ZONE ON BOTH SIDES OF OAK  
GROVE AVENUE BETWEEN OAK GROVE AVENUE CUL-DE-SAC AND EDGE ROAD,  
ON MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 9:00 AM AND 3:00 PM  
FROM MAY 22, 2003 TO JUNE 13, 2003**

**WHEREAS**, a petition was received from residents along Oak Grove Avenue requesting a No Parking Zone; and

**WHEREAS**, the Atherton Transportation Subcommittee recommended that this issue be presented to the City Council in order to take action before the end of the school year; and

**WHEREAS**, staff recommends establishing a No Parking Zone for a trial period to evaluate the potential effects of such No Parking Zone.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the Town of Atherton that:

A No Parking Zone, per Section 22507 of the California Vehicle Code, is hereby established on both sides of Oak Grove Avenue, from Oak Grove Avenue Cul-de-sac to Edge Road, effective May 22, 2003 until June 13, 2003.

This No Parking Zone is for a trial period to determine the effects of this restriction on other streets. This No Parking Zone shall be reconsidered at the July 16, 2003 City Council meeting.

\* \* \* \* \*

*I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on this \_\_\_\_\_ day of May, 2003, by the following vote:*

**AYES:**                    **COUNCILMEMBERS:**  
**NOES:**                    **COUNCILMEMBERS:**  
**ABSENT:**                **COUNCILMEMBERS:**  
**ABSTAIN:**               **COUNCILMEMBERS:**

**ATTEST:**

\_\_\_\_\_  
James R. Janz, Mayor  
TOWN OF ATHERTON

\_\_\_\_\_  
Sharon Barker, City Clerk

**APPROVED AS TO FORM:**

s/Marc G. Hynes  
\_\_\_\_\_  
Marc G. Hynes, City Attorney



## Town of Atherton

### CITY COUNCIL STAFF REPORT

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JAMES H. ROBINSON, CITY MANAGER**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: CONSIDERATION OF A RESOLUTION IN SUPPORT OF REBUILDING A NEW, STATE-OF-THE-ART SEQUOIA HOSPITAL IN REDWOOD CITY**

#### **RECOMMENDATION:**

That the City Council consider a Resolution in support of rebuilding a new, state-of-the-art Sequoia Hospital in Redwood City.

#### **BACKGROUND:**

At the April Council meeting, Sequoia Healthcare District made a presentation to the Council (see attached) regarding their plans to rebuild Sequoia Hospital, and requested that the Council adopt a resolution in support of these plans. Attached is a resolution, the body of which was provided by the District.

The Sequoia Healthcare District encompasses the cities of Atherton, Belmont, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside, and is supported by a tax on the properties in these jurisdictions. Staff surveyed the cities in the District regarding whether they had or were planning to adopt a resolution in support of the rebuild of Sequoia Hospital. The responses are below.

<i>City</i>	<i>Response</i>
Belmont	Unanimously approved Resolution in April.
Menlo Park	City Council will hear a presentation by Sequoia Hospital on June 3 <sup>rd</sup> . The Council may subsequently consider whether to adopt a resolution in support of their plans.
Portola Valley	No action taken yet; no interest expressed by Council.

- Redwood City      City will not be endorsing a resolution as they will be moving to another location within Redwood City and City Attorney advises the Council should not pass such as they will have to rule on the project.
- San Carlos        The San Carlos policy is not to take stands on issues that are not of direct municipal concern to their city. They are inviting the supporters and opponents of the idea of the new hospital to address Council at a study session. The Council has not taken stands on such issues in the past.
- Woodside         No plans to agendize the issue at this time. Staff is not aware of a request from the Hospital District to adopt a Resolution.

Attached is a page from the District's website with information regarding how the District was formed and has evolved.

It is recommended that the Council discuss and consider the adoption of the attached Resolution.

Attachments:    Resolution  
                     Sequoia Healthcare District – About Us  
                     Presentation from April Council Meeting – Sequoia Hospital – Planning the Future

**RESOLUTION NO. 03-\_\_\_\_\_**

**RESOLUTION OF THE TOWN OF ATHERTON IN SUPPORT OF  
REBUILDING A NEW, STATE-OF-THE ART  
SEQUOIA HOSPITAL IN REDWOOD CITY**

Whereas, Sequoia Hospital has been a valuable community asset for more than 50 years, and Sequoia Hospital is an integral part of our healthcare delivery system in San Mateo County; and it is vital that Sequoia Hospital continue to provide healthcare services to our community for the next 50 years; and

Whereas, the rebuilding of a new state-of-the-art Sequoia Hospital will best serve the future healthcare needs for those residents who live in the Sequoia Healthcare District; and, a new Sequoia Hospital will include approximately 150 acute care beds, an emergency room, Cardiovascular Center for Excellence, Medical Office Building, and patient, visitor and staff parking. The new hospital will offer more out-patient services. In addition, the new hospital campus would be designed by the physicians, nurses and clinical staff; and

Whereas, Sequoia Hospital offers world-class medical programs to our community including being rated number one in cardiovascular services in the state of California; and

Whereas, Sequoia Hospital should be commended for its due diligence in working to meet the legal requirements of the Hospital Facilities Seismic Safety Act SB 1953. SB 1953, enacted in 1994, requires hospitals to conduct a major seismic retrofit or reconstruction of existing facilities to increase the probability that hospitals can maintain uninterrupted operations following major earthquakes; and

Whereas, Business, Labor and Community representatives have all endorsed the concept of rebuilding Sequoia Hospital in a new location;

Now, Therefore, be it resolved that, the Atherton City Council endorses the Sequoia Healthcare District Board of Directors, Sequoia Health Services Board of Directors, and the Catholic Healthcare West Board of Directors' decision to move forward with plans to build a new Sequoia Hospital at a new location in the District.

\* \* \* \* \*

*I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2003, by the following vote.*

*AYES: Councilmembers:  
NOES: Councilmembers:  
ABSENT: Councilmembers:  
ABSTAIN: Councilmembers:*

\_\_\_\_\_  
James R. Janz, Mayor  
Town of Atherton

ATTEST:

\_\_\_\_\_  
Sharon Barker, City Clerk

APPROVED AS TO FORM:

*/s/ Marc Hynes*\_\_\_\_\_  
Marc Hynes, City Attorney



## Town of Atherton

### **CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JAMES H. ROBINSON, CITY MANAGER**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: CONSIDERATION OF ENDORSEMENT OF THE ATHERTON CIVIC INTEREST LEAGUE "ATHERTON PRIDE" PROJECT**

#### **RECOMMENDATION:**

That the City Council discuss and consider the endorsement of the Atherton Civic Interest League's "Atherton Pride" Project.

#### **BACKGROUND:**

At the April City Council meeting, Atherton Civic Interest League (ACIL) Director Charlie Ramorino requested that the City Council endorse the ACIL's "Atherton Pride" project. As stated on the attached letter from Charlie Ramorino, Chair of the ACIL's Atherton Pride Committee, the "purpose of the project is to make Atherton residents aware of the appearance of their properties, and to take an interest in maintaining their homes and grounds in a manner that is respectful to the character and beauty of the town of Atherton."

Attached are the Municipal Code Sections on Nuisance Abatement, Chapter 8.20.



**Town of Atherton**

**CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**FROM: DUNCAN JONES, PUBLIC WORKS DIRECTOR**  
**DATE: FOR THE MEETING OF MAY 21, 2003**  
**SUBJECT: APPROVAL OF DESIGN DEVELOPMENT PLANS FOR THE PUBLIC WORKS STREET CORPORATION YARD REMODEL**

**RECOMMENDATION:**

Approve Design Development plans for the Public Works Street Corporation Yard Remodel project.

**INTRODUCTION:**

The adopted Capital Improvements Budget for FY 2002-2003 provided for the Street Corporation yard Remodel Design. Conceptual designs of the proposed Public Works Street Corporation Yard Remodel project were prepared by John Matthews Architects. The project adds a new building to the corporation yard to house crew changing/locker rooms, a superintendent's office, and other essential street crew operating needs. The existing building will be converted to provide additional equipment storage, a heated shop and a covered outside work porch. Outside bulk storage areas will be added to the yard to allow purchase of bulk materials and enable better handling of green waste for recycling and other materials.

**ANALYSIS:**

A study session with the Planning Commission was held on March 26, 2003. The session consisted of a site inspection to review the proposed plans for the Public Works Street Corporation Yard Remodel Project. Based on comments received at this meeting, the plans were modified to eliminate a connection to Dinkelspiel Station Lane and to rotate the new building to allow continued use of the existing access through the Caltrain parking lot.

The project was presented to the Planning Commission on April 23, 2003. The comments from the Planning Commission were to use earth tones on the building to blend with the other City buildings nearby, and to locate any air conditioners on the track side of the building. These comments have been incorporated in the current plans.

Final plans for the project will be prepared and brought to the City Council in July 2003 for plans approval.

Bids will be accepted in September and the project awarded at the September City Council meeting.

**CONCLUSION:**

The Public Works Street Corporation Yard Remodel project incorporates all comments from the Planning Commission and is recommended for approval.

**FISCAL IMPACT:**

The FY 2003-04 budget includes \$487,305 for construction of the remodel project.

Prepared By:

Approved:

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Duncan L. Jones, PE  
Public Works Director

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James Robinson  
City Manager

Attachments: Site Plan



## Town of Atherton

### CITY COUNCIL STAFF REPORT

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JAMES H. ROBINSON, CITY MANAGER**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: CONSIDERATION OF SUSTAINABLE SAN MATEO COUNTY GRANT REQUEST**

#### **RECOMMENDATION:**

That the City Council consider the request from Sustainable San Mateo County for a grant in the amount of \$1,500 and provide direction to staff if appropriate.

#### **BACKGROUND:**

Sustainable San Mateo County, which is now a freestanding nonprofit public benefit corporation, has contacted the Town and is requesting a grant from the Town in the amount of \$1,500 (see attached letter). Sustainable San Mateo County is requesting the funding to support their production of the 7<sup>th</sup> edition of a report entitled *Indicators for a Sustainable San Mateo County: A Yearly Report Card on Our County's Quality of Life*. This report is made available on the organization's web site, and a few sample pages are attached. The report is made available for public review on the Sustainable San Mateo County website at no charge.

The current Fiscal Year 2002-03 Adopted Budget does not contain funds earmarked for the Sustainable San Mateo County grant request.

The following San Mateo County cities provided funding for this project in 2002:

Belmont	Millbrae
Brisbane	Pacifica
Burlingame	Portola Valley
Colma	San Bruno
Half Moon Bay	San Carlos
Menlo Park	San Mateo

Some of the reasons provided by these cities for supporting the project included the value of the information in the report which was presented in an objective way and provided additional information for decision-making on County wide issues.

The following San Mateo County cities did not provide funding for this project in 2002:

Atherton  
Daly City  
East Palo Alto  
Foster City  
Hillsborough  
Redwood City  
South San Francisco  
Woodside

Some of the reasons cited by these cities for not supporting the project included the lack of funding for the project, and other Council priorities.

Its is recommended that the Council provide direction to staff regarding this request.

Attachments: Letter from Sustainable San Mateo County with Request for Support  
Pages from Sustainable San Mateo County website regarding the Indicators Project



## Town of Atherton

### **CITY COUNCIL STAFF REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: JAMES H. ROBINSON, CITY MANAGER**

**DATE: FOR THE MEETING OF MAY 21, 2003**

**SUBJECT: CONSIDERATION OF AUTHORIZING THE MAYOR TO SIGN LETTERS ON BEHALF OF THE CITY COUNCIL IN SUPPORT OF ASSEMBLY BILL 1546 AND ASSEMBLY CONSTITUTIONAL AMENDMENT 10, AT THE REQUEST OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)**

### **RECOMMENDATION**

That the Council consider authorizing the Mayor to sign letters on behalf of the City Council in support of Assembly Bill 1546 and Assembly Constitutional Amendment 10, at the request of the City/County Association of Governments (C/CAG).

### **BACKGROUND:**

The City/County Association of Governments (C/CAG) is requesting the support of the jurisdictions within San Mateo County for passage of two pieces of legislation in Sacramento:

- Assembly Bill 1546: AB 1546 is sponsored by C/CAG and would authorize the C/CAG Board to levy an assessment of up to four dollars on the motor vehicle license fee to support two types of program that address the impacts of automobiles.
  1. The first program is to deal with traffic congestion. The funding will be used for a wide range of transportation services throughout the County.
  2. The second program is to address the storm water pollution that is directly the result of automobiles. The copper residue from brake pads and the condensation of mercury from vehicle exhaust are major sources of pollution in our storm drains and ultimately in the Bay, ocean, streams and creeks.

League of California Cities has not taken a position on AB 1546.

(See attached letter from C/CAG for more detail on each of these programs.)

- Assembly Constitutional Amendment 10: ACA 10 is being supported by C/CAG, and will exclude fees and charges for storm water and urban runoff management from the two-thirds electoral vote requirement under Proposition 218. This exclusion will enable the increase of parcel fees in order to pay for the increased unfunded State mandates under the National Pollutant Discharge Elimination System (NPDES) Program. The League of California Cities has taken a position in support of ACA 10.

Attached are the sample letters from C/CAG. If approved by Council, these letters would be reproduced on Town letterhead and prepared for the Mayor's signature.

Attachments: Letter to Mayor from C/CAG  
Sample lobbying letters from C/CAG  
Copies of AB 1546 and ACA 10