



Minutes
Town of Atherton
CITY COUNCIL
February 18, 2015

7:00 P.M.
REGULAR MEETING
Council Chambers
94 Ashfield Road,
Atherton, California

Mayor DeGolia called the meeting to order at 7:00 p.m.

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL Widmer, Lewis, DeGolia, Wiest, Lempres**
- 3. PRESENTATIONS**

Introduction and Oath of Office

Police Officer Todd Carpenter

Code Enforcement/Community Services Officer Monica Diaz

Chief Flint introduced Todd Carpenter and Monica Diaz. Flint administered the oath of office.

- 4. PUBLIC COMMENTS –**

Walter Sleeth – encouraged Council to stay involved in the finalization of the little league plans.

- 5. REPORT OUT OF CLOSED SESSION - Report out by City Attorney**

None.

- 6. CITY MANAGER'S REPORT**

Vice Mayor Lewis asked questions about the Caltrain tree survey. Lewis added that the city manager's report gets better every month particularly with the inclusion of graphics.

Council Member Wiest thanked the Police Department for their good work on Mesa Court.

Mayor DeGolia thanked the Building Department for conducting random construction activity sweeps. He felt they were very beneficial.

- 7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT**

CONSENT CALENDAR (Items 8-16)

Rodericks noted changes to item 8. He added that the contract within Item 15 has been revised and provided to Council at this evenings meeting.

Council Member Widmer supported item 11 and felt it was a big step getting into the utility business. He suggested a study session in the near future. Vice Mayor Lewis added that the County has been looking into this for some time and this is only the first step in getting information to the cities.

Council concurred that it was a good idea.

- 8. APPROVAL OF DECEMBER 17, 2014, JANUARY 21, 2015 REGULAR MEETING AND FEBRUARY 4, 2015 SPECIAL MEETING MINUTES**
Report: Assistant to the City Manager/City Clerk Theresa DellaSanta
Recommendation: Approve meeting minutes
- 9. APPROVAL OF BILLS AND CLAIMS FOR JANUARY, 2015 IN THE AMOUNT OF \$851,053**
Report: Finance Director Robert Barron III
Recommendation: Approve Bills and Claims in the amount of \$851,053
- 10. ACCEPTANCE OF TREASURER'S REPORT FOR THE SECOND QUARTER ENDED DECEMBER 31, 2014**
Report: Finance Director Robert Barron III
Recommendation: Accept the Treasurer's Report for the Second Quarter Ended December 31, 2014
- 11. ADOPTION OF RESOLUTION 15-XX AUTHORIZING THE RELEASE OF LOAD DATA FOR A COMMUNITY CHOICE AGGREGATION FEASIBILITY STUDY IN SAN MATEO COUNTY**
Report: City Manager George Rodericks
Recommendation: Adopt the attached resolution authorizing the release of load data for a Community Choice Aggregation Feasibility Study in San Mateo County
- 12. RESOLUTION TO REJECT CLAIM OF MAXWELL HALL**
Report: City Clerk Theresa DellaSanta
Recommendation: Adopt Resolution 15-xx denying the claim filed by Maxwell Hall
- 13. STATUS REPORT FOR THE MARSH ROAD RETAINING WALL REPAIR PROJECT**
Report: Community Services Director Mike Kashiwagi
Recommendation: Read and file
- 14. ADOPT A RESOLUTION TO AUTHORIZE THE MODIFICATION OF NO PARKING SIGNS ON OAK GROVE AVENUE BETWEEN OAK GROVE AVENUE CUL-DE-SAC AND EDGE ROAD TO MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 7:30 AM AND 4 PM**

Report: Police Chief Ed Flint

Recommendation: Approve a resolution authorizing the City Manager to modify the time restrictions of an existing “No Parking Zone” on both sides of Oak Grove Avenue between Oak Grove Avenue Cul-de-Sac and Edge Road to Monday through Friday between the hours of 7:30 am and 4:00 pm.

15. ADOPTION OF THE ATHERTON NOW GRANT AGREEMENT AND AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE THE AGREEMENT

Report: City Manager George Rodericks

Recommendation: Adopt the attached Agreement and authorize the City Manager to execute the Agreement on behalf of the Town

16. ACCEPTANCE OF FISCAL YEAR 2013-2014 BASIC FINANCIAL STATEMENTS, REPORT ON COMPLIANCE WITH THE AGREEMENT FOR DISTRIBUTION OF SAN MATEO COUNTY MEASURE A FUNDS FOR LOCAL TRANSPORTATION PURPOSE, AGREED UPON PROCEDURES REPORT ON COMPLIANCE WITH THE PROPOSITION 111 APPROPRIATIONS LIMIT, AND MEMORANDUM ON INTERNAL CONTROL AND REQUIRED COMMUNICATIONS

Report: Finance Director Robert Barron III

Recommendation: Review FY 2013-2014 Basic Financial Statements, and the Memorandum on Internal Control and Required Communications and Recommend to City Council for Acceptance

MOTION by Wiest, second by Lewis to approve the consent calendar (items 8-16). The motion passed unanimously.

PUBLIC HEARING – None

REGULAR AGENDA – (Items 17 -21)

17. COMMITTEE APPOINTMENTS AND POSSIBLE INTERVIEWS

Report: City Clerk Theresa DellaSanta

Recommendation: Consider appointments to the Rail and Transportation Committee

Both committee applicants spoke to the Council about their background and qualifications.

MOTION by Lewis, second by Wiest to appoint James McLaughlin to the Town’s Transportation Committee and Ellen Jamason to the Town’s Rail Committee.

18. CONSIDERATION OF ALTERNATIVES TO ADDRESS EL CAMINO REAL BICYCLE/PEDESTRIAN SAFETY CONCERNS; TO INCLUDE APPROVAL OF A REQUEST FOR PROPOSAL

Report: Community Services Director Mike Kashiwagi

Recommendation: Review various alternatives for improving bicycle and pedestrian accessibility and safety along the El Camino Real corridor and provide feedback and direction regarding recommendations in the staff report

Community Services Director Mike Kashiwagi reported the alternatives for improving bicycle and pedestrian accessibility and safety along the El Camino Real corridor including halting the Operational Study for lane modifications along El Camino Real; installation of a Hybrid Pedestrian Beacon (HAWK) at Stockbridge; and the possibility of installing a traffic control device at Selby Lane and El Camino Real.

The Council discussed the various issues associated with each item noting the number of incidents along El Camino Real over the last 14 years, the functionality of crosswalks and the safety of pedestrians moving along El Camino Real, the need for statistics regarding the intersections and roadway traffic for vehicles, pedestrians and cyclists, an upcoming March 16 community meeting on street design, confirmation of the HAWK installations at Alejandra and Isabella, involvement of the Menlo Park Fire District with a traffic control device at Almendral, outreach to Selby Lane residents for a possible traffic control device and the need for expanded data, and project timing.

Council Member Wiest supported suspending the Operational Study of a lane modification on El Camino Real (ECR). Wiest felt it appropriate to focus on improving bicycle and pedestrian safety at the various intersections along ECR. He also felt the hybrid beacons need to be appropriately spaced out so people do not become desensitized to them.

Council Member Widmer felt the study to reduce lanes should be suspended. He felt Almendral and Selby Lane should be the main focuses for safety improvements.

Council Member Lempres felt there needs to be a high degree of sensitivity to what the neighbors around Selby Lane want. He also felt that the focus should be on Almendral rather than Stockbridge because then the traffic signals are more appropriately spaced.

Vice Mayor Lewis said that making ECR safer for bicycles and pedestrians has been an important priority to her for quite some time. Lewis said that the City of Menlo Park's ECR operational study is currently being conducted and felt it appropriate for the Town to wait until the study is complete. Lewis mentioned that the Town is hosting a tri-city meeting on street designs with Menlo Park & Redwood City on March 16 and felt that needs to happen beforehand as well.

Mayor DeGolia felt that the focus for safety improvements should be on the crosswalks because that is where the accidents are happening. He is interested in creating safe spaces for bicyclist and pedestrians to use El Camino Real.

Following discussion and public comment from residents addressing the possibility of a signal at Selby Lane and need for a protected crosswalk at Almendral, the Council took the following actions:

MOTION by Lewis, second by Lempres to 1) temporarily halt the Operational Study for possible lane modifications on El Camino Real; 2) direct staff to gather data along the Atherton section of El Camino Real (waiting for response from a grant opportunity and the results of Menlo Park's analysis); 3) move forward with a traffic control device at Almendral and El Camino Real and working with the Fire District for funding and pre-emption possibility; and 4) move forward with an outreach program for a Selby Lane traffic control

device or traffic control solution without limiting options to signalization. The motion passed unanimously.

19. BUDGET AMENDMENT – SUPPLEMENT PARK BUDGET BY AN ADDITIONAL \$26,000 FOR ADDITIONAL IMPROVEMENTS TO PARK FACILITIES

Report: Community Services Director Mike Kashiwagi

Recommendation: Authorize a budget amendment of \$25,000 to perform painting at the Jennings Pavilion (interior and exterior) as well as the Main House (interior)

Community Services Director Mike Kashiwagi provided background. He added that the kitchen remodel is also a project that needs to happen. It is estimated that the kitchen remodel could cost as much as \$50,000. Staff could budget for this project in the FY 2015/16 Capital Improvement Budget; or, the Council could allocate an additional \$50,000 into the current budget to get this project underway as well.

Council Member Widmer suggested staff consider the timing and coordination of the upgrades with other projects such as the events garden. This would shorten any impact on park users.

MOTION by DeGolia, second by Lempres to authorize a budget amendment of \$75,000 to perform painting at the Jennings Pavilion (interior and exterior including a kitchen remodel) as well as the Main House (interior). The motion passed unanimously.

20. MID-YEAR BUDGET REPORT FOR FY 2014-2015 AND BUDGET AMENDMENT FOR ADJUSTMENTS

Report: Finance Director Robert Barron III

Recommendation: Receive and file the Mid-Year Budget Review for the General Fund for FY 2014-2015 and adopt the attached Resolution authorizing a Budget Amendment for Adjustments

Finance Director Barron provided an overview of the 2014/15 Budget at mid-year noting the Town's healthy fiscal condition.

Barron recommended one amendment to the budget to address an increase in building permit revenues and a corresponding increase in building department cost (the two are linked by %).

Following discussion around departmental expenses, evaluation of budget timing for salaries and benefits, reduction of other post-employment benefit liability, and public comment, the Council adopted a budget amendment of \$38,395 to address the building department cost increase.

MOTION by Wiest, second by Lewis to receive and file the Mid-Year Budget Review for the General Fund for FY 2014-2015 and adopt the attached Resolution authorizing a Budget Amendment for Adjustments. The motion passed unanimously.

21. APPROVAL TO ADVERTISE FOR REQUEST FOR PROPOSALS FOR TOWN MAINTENANCE AND MANAGEMENT SERVICES OR DIRECT STAFF TO NEGOTIATE A CONTRACT EXTENSION WITH THE CURRENT VENDOR

Report: Community Services Director Mike Kashiwagi

Recommendation: Provide staff direction regarding Public Works Maintenance and Maintenance Management Services

Community Services Director Mike Kashiwagi reported out.

Council discussed the merits of renegotiating a contract extension with the Town's current provider or issuing a new Request for Proposal. The Council discussed the work level, quality, and market competition for the services. If a contract extension were to be renegotiated the Council wanted staff to consider amendments to the contract to address price reviews, price stability, benchmark pricing, expedited job/task orders, and charitable services. After discussion, the Council directed the City Manager to negotiate a 3-year extension to the existing contract with modifications to that contract as appropriate and discussed.

MOTION by Widmer, second by Lewis to authorize the City Manager to negotiate a 3-year extension to the existing contract with modifications to that contract as appropriate and discussed. The motion passed unanimously.

22. COUNCIL REPORTS/COMMENTS

Council Member Widmer provided a capital improvement plan from West Bay Sanitary for the record. The table can be found in the technical memorandum from West Yost on the District's web site. You can go to the web page by following this link is <http://www.westbaysanitary.org/about-us/documents--2>, then go to the bottom of the page and click the link to the report entitled, "WBSD Master Plan Update of 2013" or just click this link à [WBSD Master Plan Update of 2013](#) for the report.

23. FUTURE AGENDA ITEMS

Mayor DeGolia noted that the Atherton Technology Subcommittee will make a presentation on fiber networks at the May Council study session.

24. PUBLIC COMMENTS

Greg Conlon suggested that if Council decides not to reduce lanes on El Camino Real that a divider down the center of the road along with not allowing left turns.

25. ADJOURN

MOTION by Lewis, second by Wiest to adjourn the meeting. Mayor DeGolia adjourned the meeting at 9:59 p.m.

Respectfully submitted,
Theresa DellaSanta
City Clerk