



Minutes
Town of Atherton
CITY COUNCIL
April 15, 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 Matthew Barrera

Chief Flint introduced Officer Barrera and administered the oath of office.

Proclamation- National Police Week Proclamation
Public Safety Communications Personnel Proclamation
Earth Day Proclamation

Proclamations were read by Officer Bollendorf, Dispatcher Basurto and Mayor DeGolia respectively.

Presentation from San Mateo County Elections Department
AB2028 – All-Mail Ballot Elections Pilot in San Mateo County

San Mateo County Chief Elections Officer Mark Church presented an update to the Council on AB 2028 – AB 2028 authorizes a Pilot Project in San Mateo County for All-Mail Ballot Elections. The law as signed into legislation on August 15, 2014 and gives San Mateo County authority to conduct up to 3 all-mailed ballot elections 2015-2017.

4. **PUBLIC COMMENTS**

Lidia Lee, Menlo Park resident encouraged council to consider sidewalks near Encinal school.

Denise Kupperman, Friends of HP Park, thanked Mayor DeGolia for his attendance at the Easter Egg Hunt. Kupperman indicated that the event was a success.

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Significant exposure to litigation pursuant to subsection (b) of Government Code Section 54956.9):

One (1) Case

Council Member Lempres was recused because of his proximity to the corridor.

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Subdivision (a) of Section 54956.9)

One (1) Case

Council Member Lempres was recused because of his proximity to the corridor.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957(b)

City Manager

Council established an ad-hoc committee to develop performance measures and share with the rest of Council.

CONFERENCE WITH LABOR NEGOTIATOR – Labor negotiations pursuant to Government Code Section 54957.6

Agency Negotiators: George Rodericks, City Manager
Employee Organization: Unrepresented Employees

No action.

6. CITY MANAGER’S REPORT

Nothing further to add to written report.

7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT - None.

CONSENT CALENDAR (Items 8-16)

City Manager Rodericks Commented on Item 11 that staff will closely review the scope of work request for numbers of cleanings per facility to ensure that it is what is needed before the RFP is advertised.

He added that for item 14 staff will add more comparable cities to the list for evaluations.

8. APPROVAL OF MARCH 18, 2015 REGULAR MEETING AND APRIL 1, 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 MARCH, 2015 IN THE AMOUNT OF \$988,383

Report: Finance Director Robert Barron III

Recommendation: Approve Bills and Claims in the amount of \$988,383

10. APPROVAL OF A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON IN SUPPORT OF CALIFORNIA SAFE DIGGING MONTH

Report: City Clerk Theresa DellaSanta

Recommendation: Approve resolution in support of California Safe Digging Month

11. APPROVAL OF REQUEST FOR BID FOR JANITORIAL MAINTENANCE SERVICES

Report: Community Services Director Mike Kashiwagi

Recommendation: Approve the Request for Bid for Janitorial Services

12. ACCEPTANCE OF CALIFORNIA WATER SERVICE EMERGENCY RESPONSE PLAN – AB 1650

Report: City Manager George Rodericks

Recommendation: Receive and File

13. AWARD A CONSULTANT SERVICES AGREEMENT WITH STANTEC CONSULTING SERVICES, INC. FOR ENGINEERING DESIGN SERVICES FOR A HYBRID PEDESTRIAN BEACON ON EL CAMINO REAL AT ALMENDRAL AVENUE

Report: Community Services Director Mike Kashiwagi

Recommendation: Direct the City Attorney to prepare and the City Manager to execute a professional services contract with Stantec Consulting Services, Inc. (Stantec) for a not to exceed fee of \$45,988.25 to perform engineering design services necessary for the preparation of plans, specifications and estimates (PS&E) for a new hybrid pedestrian beacon on El Camino Real at Almendral Avenue

Vice Mayor Lewis questioned how difficult it would be to approve this for a 6-lane highway and potentially reconfigure it for a 4 lane highway in the future. Community Services Director Kashiwagi indicated that it would be very easy to modify.

14. APPROVAL OF A BUDGET AMENDMENT AND AWARD A CONSULTANT SERVICES AGREEMENT TO HATCH MOTT MACDONALD FOR DEVELOPMENT OF A NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM

Report: Community Services Director Mike Kashiwagi

Recommendation: Adopt the attached Resolution No. 15-XX authorizing a budget amendment increasing the existing Traffic Safety Improvement Program budget by \$20,000 to fund the development of a Neighborhood Traffic Management Program.

Direct the City Attorney to prepare and the City Manager to execute a professional services contract with Hatch Mott MacDonald for a not to exceed fee of \$41,237 to provide transportation engineering services necessary for development of a Neighborhood Traffic Management Program (NTMP)

**15. ADOPT RESOLUTION TO ESTABLISH SPEED LIMIT –
ALAMEDA DE LAS PULGAS (NO RECOMMENDED CHANGE)**

Report: Community Services Director Mike Kashiwagi

Recommendation: Staff recommends City Council establishes the speed limit on Alameda De Las Pulgas at 30 mph based upon the certified engineering and speed study and other related information

16. APPROVE AN AGREEMENT WITH THE COUNTY OF SAN MATEO FOR ANIMAL CONTROL SERVICES

Report: City Manager George Rodericks

Recommendation: Approve an agreement with the County of San Mateo for continued provision of animal control services for a five-year term beginning July 1, 2015 and authorize the Mayor to execute the agreement

MOTION by Lewis, second by Wiest to approve the consent calendar to include items 8 through 16. The motion passed unanimously.

PUBLIC HEARING – None

REGULAR AGENDA – (Items 17-20)

17. APPOINTMENT OF CITY MANAGER RODERICKS AS THE PRIMARY AND MAYOR DEGOLIA AS THE ALTERNATE TO THE COMMUNITY CHOICE AGGREGATION ADVISORY COMMITTEE

Report: City Manager George Rodericks

Recommendation: Receive and file the Mayor's appointment of City Manager Rodericks as the primary and Mayor DeGolia as the alternate to the Community Choice Aggregation Advisory Committee.

No Action Taken.

18. ATHERTON PERMIT CENTER – CONDITION ASSESSMENT AND REPLACEMENT ALTERNATIVES

Report: Community Services Director Mike Kashiwagi

Recommendation: Provide direction to staff regarding the repair and possible replacement and relocation of the Atherton Permit Center

Following a staff report and presentation, the Council discussed manufactured facilities versus temporary trailers, locations within the Civic Center area versus the recommended alternative of the Park, future use of the facility by Knox Playschool, review by the Park and Recreation Committee, capital costs and future fee modification, and aesthetics of a facility in the Park.

Council Member Wiest felt it was important to make sure the building, if placed in the park, should be aesthetically pleasing. Vice Mayor Lewis concurred.

Council Member Widmer was concerned that a temporary building becomes permanent. He agreed that it had to be aesthetically pleasing.

Following public comment, the Council directed staff to present the staff report with options to the Park and Recreation Committee in conjunction with their final review of the Park Master Plan. Following their review, return both items concurrently to the City Council for final discussion and direction.

Staff was directed to also include additional information regarding the cost of a manufactured building versus a temporary trailer and initial feedback from Knox Playschool.

19. TALKING POINTS FOR ATHERTON SMCL DONOR FUND DISCUSSIONS

Report: City Manager George Rodericks

Recommendation: Review and Approve

City Manager Rodericks presented the staff report and answered questions from the Council on the talking points.

Feedback from the Council included discussion of the cap, written commitment regarding the Town's Library Project, advance discussion with the Library on how they would use local donor funds in Atherton to the maximum extent possible (programming), and verbiage related to excess tax funds versus donor funds versus dedicated funds.

MOTION by Lewis, second by Widmer to accept the talking point including seeking advice on the use of local donor funds. The motion passed unanimously.

20. FY 2015/16 GENERAL FUND/OPERATIONS BUDGET

Report: Finance Director Robert Barron III

Recommendation: Review and Discuss

The Council provided feedback and discussion during the presentation surrounding items such as anomalies in prior year revenues, trends in the building department, adoption of a General Plan Update, Park Revenues versus Expenditures and the Town's subsidy of Park maintenance, costs for the School Resource Officer and discussion with the School's to assist with funding, the costs of K-9 services, return of the DARE program, use of the Parcel Tax and the percentage allocations (80/20 versus 75/25), and uses of the building operating reserve.

Following public comment and feedback, the Council concluded the discussion. Future budget meetings were advised City Manager Rodericks as May 6 for the Capital Improvement Program, June 3 for the final full review and parcel tax discussion, and June 17 for budget adoption.

21. COUNCIL REPORTS/COMMENTS – Nothing further to add to written reports.

22. FUTURE AGENDA ITEMS – None.

23. **PUBLIC COMMENTS** – None.

24. **ADJOURN**

MOTION by Wiest, second by Lewis to adjourn the meeting. Mayor DeGolia adjourned the meeting at 9:31 p.m.

**Respectfully submitted,
Theresa DellaSanta
City Clerk**