



Minutes
Town of Atherton
CITY COUNCIL
November 14, 2018
SPECIAL MEETING
7:00 P.M.
City Council

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

7:00 REGULAR SESSION

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL Wiest, Widmer, Lewis, DeGolia, Lempres

Council Member Lewis will be teleconferencing from the following location:
Park Hyatt Melbourne
1 Parliament Square (off Parliament Place)
Melbourne, Victoria 3002

3. PRESENTATIONS

- **Presentation by San Mateo County Library** - Atherton Library Manager Francisco Vargas

Francisco Vargas, Library Manager, reported out on the Library's annual report. Attendance went up 3,000 people from the previous year. A new library in Half Moon Bay was opened up. Go-Pros are available for check out for up to 21 days. Circulation for books have gone down but e-books and online streaming have gone up 70% since last year. The temporary location for the Atherton library is working well. Lastly, starting in January the library is moving towards completely "fine" free for everybody.

- **Presentation by ADAPT** – Tom Prussing

Tom Prussing, ADAPT President, asked Council to spread the word about the monthly meetings on the first Saturday of every month at 9am in the Chambers. Prussing reviewed the accomplishments and what was learned from the September exercise. He thanked the Council for their support.

- **Presentation by CalWater** – District Manager Dawn Smithson

This item was moved to a future agenda.

4. PUBLIC COMMENTS

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

6. CITY MANAGER'S REPORT

City Manager Rodericks requested adding an urgency item to authorize the City Manager to execute a Change Order to CVE to demolish the metal Public Works Building at an amount not to exceed \$14,900. Rodericks mentioned that it would need a 4/5 vote to add to the agenda.

MOTION by DeGolia, second by Widmer to add item to the agenda. Motion passed unanimously.

7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT

CONSENT CALENDAR (Items 8-11)

DeGolia had questions on item 11.

Widmer had questions on item 10.

MOTION by DeGolia, second by Lempres to approve the consent calendar excluding item 10 which was taken up separately. The Motion passed unanimously.

8. APPROVAL OF MINUTES

Report: City Clerk Theresa DellaSanta

Recommendation: Approve minutes for: October 3 and October 10, 2018

9. APPROVAL OF BILLS AND CLAIMS FOR OCTOBER 2018 IN THE AMOUNT OF \$ 1,061,847

Report: Finance Director Robert Barron III

Recommendation: Approve Bills and Claims for October in the total amount of \$1,061,847

11. ADOPT THE ATTACHED RESOLUTION OF THE TOWN OF ATHERTON AUTHORIZING EXAMINATION OF SALES, USE AND TRANSACTION TAX RECORDS BY HINDERLITER DE LLAMAS (HDL) CONSULTANTS

Report: Finance Director Robert Barron III

Recommendation: Adopt the attached Resolution of the Town of Atherton authorizing examination of sales, use and transactions tax records by Hinderliter de Llamas and Associates (HDL) consultants.

Description: *This item involves the examination of the sales, use and tax transactions records within the Department of Tax and Fee Administration. The report includes information on revenue alternative options, sales tax, business tax, other potential revenues and updates to the Town General Fund. The resolution would authorize HDL to review the possibility of a situs Base Tax program in Atherton*

DeGolia asked for clarification on whether this enable HDL to look into what sales tax may be available. Rodericks affirmed that this gives HDL permission to do just that.

10. ADOPT THE ATTACHED RESOLUTION OF THE TOWN OF ATHERTON AUTHORIZING ADOPTION OF THE SECTION 115 POST EMPLOYMENT BENEFITS TRUST ADMINISTERED BY PARS FOR PENSION BENEFITS

Report: Finance Director Robert Barron III

Recommendation: Adopt the attached Resolution of the Town of Atherton authorizing adoption of the Section 115 Post-Employment Benefits Trust Administered by PARS for Pension Benefits

Description: *This item involves adoption of the Section 115 Post-Employment Benefits Trust Administered by PARS for Pension Benefits. The report includes information about long term liabilities of OPEB (Other Post-Employment Benefits) retiree health care costs and pension costs for employees. The Council is being asked to adopt a resolution that will establish an Irrevocable Supplemental Trust to mitigate pension liabilities by creating a pension rate stabilization trust similar to OEPB. Adoption would not signify immediate contributions for pension rate stabilization account*

Widmer suggested that this might be premature since it is not currently being funded. Rodericks explained that the Finance Committee recommended it and it will take time to establish the fund and that it provides a benefit should there ever be a need for a bond rating. He said it won't be funded until Council desires to do so.

Lewis felt that it is a good planning tool so we're not left scrambling to get something together if it becomes necessary.

MOTION by Lewis, second by DeGolia to adopt a Resolution of the Town of Atherton authorizing adoption of the Section 115 Post-Employment Benefits Trust Administered by PARS for Pension Benefits. The motion passed 4-0-1 (Widmer abstained because he felt it was premature).

PUBLIC HEARING – None

REGULAR AGENDA – (Items 12-13)

12. APPOINTMENT TO THE PARK & RECREATION COMMITTEE AND TO THE BICYCLE PEDESTRIAN ADVISORY COMMITTEE

Report: City Manager George Rodericks

Recommendation: Consider appointments to the Park & recreation Committee and to the Bicycle Pedestrian Advisory Committees

Description: *This item will involve a discussion by the Council about the applications received for each opening on the committees listed above. The applicants have been notified of the meeting and invited to attend (not mandatory). The Council may call the applicants individually for questions regarding their applications and qualifications. Staff is recommending that Council appoint one application for each of the listed committees to fill the remaining portion of each term.*

Motion by DeGolia, second by Widmer to appoint Marylue Timpson to the Park & Recreation Committee. Motion passed unanimously.

Motion by DeGolia, second by Widmer to appoint Thea Henry-Hamilton to the Bicycle Pedestrian Advisory Committee. Motion passed unanimously.

Council Member Lempres recused himself at 7:32 p.m. for the remainder of the meeting due to his location to the civic center project.

13. RECEIVE AND FILE PROJECT SCHEDULE; RECEIVE AND FILE UPDATE ON LIBRARY DEMOLITION AND ABATEMENT PROJECT AND OUTREACH EFFORTS; REVIEW, DISCUSS, AND PROVIDE DIRECTION ON A POTENTIAL POWER PURCHASE AGREEMENT; REVIEW AND APPROVE A SCOPE OF WORK CHANGE FOR WRNS STUDIOS AUTHORIZING THE CITY ATTORNEY TO PREPARE AND CITY MANAGER TO EXECUTE AN AMENDMENT TO REMOVE THE PHOTOVOLTAIC PANELS FROM THE LIBRARY DESIGN; AND REVIEW, DISCUSS AND CONFIRM STAFF'S UNDERSTANDING OF DIRECTION FOR THE CIVIC CENTER PROJECT FUNDING, AS IT STANDS TODAY

Report: Marty Hanneman, Project Manager

Recommendation:

1. Receive and File Project schedule;
2. Receive and File an update on the Library demolition and abatement project and community outreach efforts;
3. Review, discuss and provide direction on a potential power purchase agreement (PPA);
4. Review and approve a Scope of Work Change for WRNS Studios authorizing the City Attorney to Prepare and City Manager to Execute an Amendment to Remove the Photovoltaic Panels from the Library Design; and
5. Review, discuss and confirm staff's understanding of direction for the Civic Center project funding, as it stands today.

Description: *This item will involve a discussion about the library abatement and demolition project; power purchase agreements as it relates to the civic center project and confirmation from council on next steps; scope of work change for WRNS Studios to remove the photovoltaic panels from the library design; and Council confirmation of staff's understanding of direction for the Civic Center project funding, as it stands today. The Council may discuss issues related to the project timing, bid packet schedule, benefits of a PPA, and opportunities for funding of the project, to include fundraising.*

URGENCY ITEM – taken up next and connect to item 2 of the staff report.

AUTHORIZATION TO AWARD A CHANGE ORDER TO CENTRAL VALLEY ENVIRONMENTAL (CVE) TO DEMOLITION THE PUBLIC WORKS BUILDING FOR \$14,900

Rodericks noted that CVE to demolish the metal PW building for \$14,900. The Mack5 estimate was \$50K. Additionally, staff believes the generator attached to the building could sell for between \$4,000 to \$7,000. This would offset the cost of the demolition.

Widmer asked where the equipment for the Emergency Operations Center will be stored. Rodericks noted that plans are underway for storage at the park.

MOTION by DeGolia, second by Widmer to award the change order to Central Valley Environmental to demolish the public works building for \$14,900. The motion passed 4-0 (Lempres absent/recused).

Lewis left the meeting 7:37 p.m.

Item 4- Review and approve a Scope of Work Change for WRNS Studios authorizing the City Attorney to Prepare and City Manager to Execute an Amendment to Remove the Photovoltaic Panels from the Library Design.

Council discussed the removal of photovoltaic panels from the Library Project so that they could become a part of a future Power Purchase Agreement for the overall project; and the various options to meet project funding needs once bid results are known.

MOTION by Widmer, second by DeGolia to approve the Scope of Work for the Project Architect to remove the Photovoltaic Panels from the Library portion of the Project. The motion passed 3-0 (Lempres absent/recused, Lewis absent).

Item 1- Receive and File Project schedule.

Marty Hanneman explained that the schedule has been updated and staff will return to Council in December with final bid documents.

Item 3 - Review, discuss and provide direction on a potential power purchase agreement (PPA).

The Council discussed the priority and timing of a future Power Purchase Agreement and directed staff to return in the coming months with a Report and Proposal from a potential vendor for discussion of next steps.

Item 5 - Review, discuss and confirm staff's understanding of direction for the Civic Center project funding, as it stands today.

The Council confirmed staff's understanding of direction with respect to project funding expectations and provided further feedback on the use of Town reserves should the need arise

14. **COUNCIL REPORTS/COMMENTS** – Nothing.

15. **FUTURE AGENDA ITEMS** – None.

16. **PUBLIC COMMENTS** – None.

17. **ADJOURN**

MOTION by DeGolia, second by Widmer to adjourn the meeting. Mayor Wiest adjourned the meeting at 8:04 p.m.

Respectfully Submitted,

Theresa N. DellaSanta
City Clerk