



MINUTES
Town of Atherton
CITY COUNCIL
February 5, 2020
SPECIAL MEETING

Mayor DeGolia called the meeting to order at 4:00 pm

4:00 PM SPECIAL SESSION – *Convene as the City Council*

1. **ROLL CALL** - Wiest, Widmer, Lempres, Mayor DeGolia Vice Mayor Lewis – Present
2. **PUBLIC COMMENT** – None

CONSENT CALENDAR

3. **AUTHORIZATION FOR THE CITY MANAGER TO APPLY TO THE PLANNING COMMISSION FOR A CONDITIONAL USE PERMIT AND DEVELOPMENT AGREEMENT RECOMMENDATION FOR A PROPOSED STORMWATER CAPTURE FACILITY PROJECT AT CARTAN FIELD**

Motion by Wiest, second by Lewis to approve the Consent Calendar. The motion passed with Councilmember Widmer recusing himself.

REGULAR AGENDA

4. **REPORT FROM AD HOC SUBCOMMITTEE ON NAMING OPPORTUNITIES, OUTREACH AND DONOR PROGRAMS; PROVIDE DIRECTION TO AD HOC SUBCOMMITTEE ON NEXT STEPS**

Finance Director Barron reviewed the report from the Committee and requested that the Council discuss the creation of a policy related to the acceptance of donations and gifts.

Mayor DeGolia provided a concise review and discussed the subject matter, reviewing plaque options and donation amounts. He noted that the recommendation for the plaque, would be to provide a plaque approximately the size of a piece of paper (8.5” x 11”) for each approved donation of \$500,000 or more, and half that size of a piece of paper for each approved donation of less than \$500,000.

Councilmember Widmer commented that the goal would be to put any dedicated materials in a specific room, such as conference room, if a donor wanted to dedicate/donate an item specific to that room. However, any naming or customization would still come to Council for approval.

Councilmember Lempres raised questions as to what the goal is in pursuing additional donations considering the timing of the COP. He suggested the timing may be problematic from a public perception point of view.

Councilmember Widmer stated his support to continue receiving donations at any time indicating the Town can always use donations to offset expenses relate to the Town Center, including designating donations to pay down the COP.

Vice Mayor Lewis is in support of Councilmember Widmer’s comment on accepting donations.

Mayor DeGolia commented that at this point it’s a dual track with donations and the COP separate issues. He supports seeking donations and suggested identifying naming opportunities available.

Council came to consensus on the point, that once donations have been received as been decisions about what language will appear on the plaque can be determined. Council concluded they can determine the precise wording at a later date.

Mayor DeGolia notified the rest of the Council that the three \$ 1,000,000 donors have made a proposal, to which the Council should respond to. The proposal indicated that donors be provided a credit for specific areas, such as the historic Council chambers, even if the donation amount isn’t at the current asking level.

The Council came to consensus on the naming opportunities and directed staff draft a letter for subcommittee review. Council agreed to craft a response to Atherton Now regarding their requests from the January 15th Council Meeting asking for alternative naming options. The letter will respond about the three \$1,000,000 donors.

Consensus was reached to send out a community wide letter to all residents with naming opportunities and a separate letter to Atherton Now.

Council discussed the donation policy provided by staff and it was determined that it would be referred to the subcommittee for further review. Council requested the policy be brought back to Council at a future meeting.

5. REPORT FROM VICE MAYOR LEWIS ON MARKETING MATERIALS; PROVIDE DIRECTION ON NEXT STEPS

Vice Mayor Lewis introduced and reviewed this item for council. She noted that direction is being sought on images and verbiage of the letter. Additionally, she reviewed the material available in the staff report, outlined the process she envisions for communicating with potential donors, and reviewed the images that were used from WRNS.

Councilmember Widmer provided feedback regarding the language used in the descriptions in that materials provided. Specifically, he noted that the heritage room should say “area.”

Mayor DeGolia also provided feedback on the entrance road to specifically say, “you have the opportunity to name the road, which will appear in each of the applicable street signs.” Additionally, he would like a sentence added clarifying donors that they have an opportunity to donate to receive a plaque on the “renovated” town hall.

Councilmember Lempres asked about the address and received confirmation that the address will still be Fair Oaks and that official address is not up for sale.

The Council did arrive at consensus supporting the images presented by Vice Mayor Lewis with revised associated text.

Council directed staff to prepare material for town-wide distribution seeking donations with naming opportunities and the subcommittee will work with staff to finalize the language. Council directed that suggestions from staff or residents are welcomed but would need approval from the Council.

6. 2020 EARTH DAY EVENT WORK PLAN AND BUDGET AS RECOMMENDED BY THE ENVIRONMENTAL PROGRAMS COMMITTEE (EPC)

Finance Director Barron introduced the item and an update was provided by Senior Planner Davis. Councilmember Widmer asked and received confirmation that reservations have been at facilities for the event.

Davis shared the Environmental Program Committee (EPC) workplan with a draft budget. The EPC advises that the event focus on climate change with associated educational materials. The EPC also proposed a featured video be shown and provide the Council four featured video options to choose from. The film Ice on Fire, which focuses on solutions to climate change is preferred by the EPC and Councilmember Widmer. Mayor DeGolia preferred Ice on Fire. Councilmember Wiest preferred the films Ice on Fire and Anthropocene: The Human Epoch.

Council came to a consensus and chose film #1: Ice on Fire and film #4: Anthropocene: The Human Epoch for screening. Additionally, there was consensus that short clip #5: Cutting-Edge Meat Alternatives for Carnivores, should not be showed.

Motion by Lewis, second by Widmer to approve the workplan and budget as proposed by the EPC, along with the agreed upon films and short clips for showing during the event. Motion passed unanimously.

STUDY SESSION AGENDA

7. RECEIVE AND FILE THE MID-YEAR BUDGET REPORT FOR FY 2019/20

Finance Director Barron provided presented the item to Council. Barron noted the ERAF is higher than usual, there are several areas that necessitate adjustments and require Council level approval. These adjustments total \$204,310 across the departments of City Attorney, Inter-departmental, and Public Works. Because this needs Council level approval it will appear on the next Council Meeting. He noted revenues are expected to exceed projections for the fiscal year by approximately \$398,649 and there will also be an increase to Police revenue of \$24,000, due

to the alarm permit fees. Considering the updated adjustments, revenues are projected to be \$18,233,372, which is inclusive of ERAF. This provides a net positive change in the General fund balance of \$3,413,027 and an anticipated ending fund balance of \$25,876,094, which also includes mandatory reserves.

Councilmember Lempres asked about property taxes and asked for an overview. Barron provided a brief overview and noted, the \$230,856 reduction in VLF fees, which is a County wide issue not just a town issue.

Mayor DeGolia asked what Barron's experience has been with County's projections versus Town figures. Barron indicated that historically they have been in line with Town numbers, however last year the projection was off, and the Town received about \$140,000 more than projected. At this time, it seems the County is again underestimating by approximately \$115,000 for this year on property taxes based on HDL estimates.

This report was received and filed.

ADJOURN

Mayor DeGolia adjourned the meeting at 5:39 p.m.



Anthony Suber
City Clerk