



MINUTES
Town of Atherton
City Council
January 13, 2021
SPECIAL MEETING / STUDY SESSION

Mayor Lewis called the meeting to order at 4:00 PM.

4:00 PM REGULAR AGENDA

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL** – Widmer, Hawkins-Manuelian, DeGolia, Vice Mayor Lempres, Mayor Lewis
3. **PUBLIC COMMENTS** – *None*
4. **CONSIDERATION OF LETTER TO THE STATE OF CALIFORNIA REGARDING COVID-19 PROTOCOLS FOR HOUSES OF WORSHIP**

City Manager Rodericks presented the item and a draft letter for Council consideration.

Council discussed the merits and benefits of sending the letter as drafted and collectively agreed the City Manager could make revisions with the direction provided and return the letter for consideration at the February Regular Meeting.

MOTION by Widmer, Second by Lempres to approve and send a modified letter to the State of California regarding COVID-19 protocols for Houses of Worship to be modified by City Manager Rodericks and presented to Council for approval in February.

AYES: DeGolia, Widmer, Vice Mayor Lempres,

NOES: Hawkins, Mayor Lewis

ABSTAIN:

ABSENT:

STUDY SESSION

5. **DISCUSSION AND DIRECTION REGARDING THE START TIME FOR CITY COUNCIL MEETINGS**

City Manager Rodericks presented the item providing background and context.

Council collectively agreed to revise the starting times for City Council meetings while the Town operates under the Shelter-in-Place Order and is conducting virtual meetings due to COVID-19 protocols.

This item will return to Council at the January 20, 2021 Regular meeting for formal adoption.

6. DISCUSSION OF THE TOWN'S MUNICIPAL CODE REGULATIONS REGARDING LANDSCAPE SCREENING AND POSSIBLE MUNICIPAL CODE AMENDMENTS RELATIVE TO LANDSCAPE SCREENING FOR HILLSIDE LOTS OR OTHER SOLUTIONS.

Principal Planner Davis presented the item reviewing Municipal Code regulations regarding landscape screening and potential code amendments. Municipal Code.

Council discussed the item reviewing which elements were being considered for revisions including lighting and what penalties were in place in the event requirements are not met within specified period.

Town Arborist Bentz noted that in the event of non-compliance it would result in a Code Enforcement matter that could carry citations and other relevant penalties.

Council referred this item to the Planning Commission for further evaluation and consideration and directed the Planning Commission to make a recommendation to Council.

7. POLICE DEPARTMENT SUCCESSION PLANNING AND STAFFING

AUTHORIZATION TO ADD A SPECIALTY ASSIGNMENT - TRAFFIC AND MOTOR SERGEANT

Police Chief McCulley presented Report No. 1, outlining the background and benefits of adding the specialty assignment for a Traffic and Motor Sergeant.

Council inquired about the incentive pay associated with this assignment and other incentives offered to Motorcycle Officers. Council inquired about any State requirements related to the use of electric vehicles. Council collectively supported the staff recommendation.

This item will return for Council approval during the FY 21/22 budget process.

AUTHORIZATION TO OVER-HIRE A POLICE TRAINEE POSITION AT THE ACADEMY

Police Chief McCulley presented Report No. 2 demonstrating the need and advantages of funding a Police Trainee position at the academy. McCulley reviewed the Police Department staffing needs and plans with Council and described how by “over-hiring” with a Police Trainee will allow the department time to replace pending vacancies.

City Manager Rodericks noted that this is a one-time arrangement based on staffing opportunities and not an overall policy change. He added that Council could consider implementing a policy to fund a Police Trainee’s participation in the academy without having a present vacancy but that is not what staff is advocating for at the present time.

Council collectively supported the staff recommendation.

This item will return for Council approval during the FY 21/22 budget process.

AUTHORIZATION TO RECLASSIFY THE LEAD DISPATCHER POSITION TO COMMUNICATIONS SUPERVISOR

Police Chief McCulley presented Report No. 3 discussing the desire to create a Communications Supervisor role in the FY 2021/22 budget replacing the Lead Dispatcher position. He highlighted some unique challenges of the Dispatcher position and provided context to the 24/7 function of the role.

Council inquired as to the reporting structure of the department and how this might impact the use of Per Diem Staff.

This item will return for Council approval during the FY 21/22 budget process.

AUTHORIZATION TO CREATE A DISPATCHER / CODE ENFORCEMENT OFFICER POSITION

Police Chief McCulley presented Report No. 4 recommending Council consider creating a new position classification for a Dispatcher/Code Enforcement Officer.

Council asked some clarifying questions and collectively offered support of the staff recommendation.

Vice Mayor Lempres requested the Council receive information about Police Department donations.

This item will return for Council approval during the FY 21/22 budget process.

8. COUNCIL REPORTS/COMMENTS

Mayor Lewis reported that the Council of Cities dinner will be on January 29th and is being hosted by the City of Brisbane virtually. She noted that Atherton will host the September 24th dinner and is optimistic about the prospect of hosting it at the new Town Center pending State and Local health order allowance.

9. ADJOURN

Mayor Lewis adjourned the meeting at 6:00 PM.


Anthony Suber
City Clerk