



MINUTES
Town of Atherton
City Council
April 20, 2022
CLOSED SESSION
STUDY SESSION

Mayor DeGolia called the meeting to order at 5:00 p.m.

5:00 P.M. CLOSED SESSION

CLOSED SESSION IN ADMINISTRATIVE CONFERENCE ROOM 1011

ROLL CALL - Hawkins-Manuelian, Polito, Lewis, Vice Mayor Widmer, Mayor DeGolia - **Present**

PUBLIC COMMENTS - Public Announcement of Closed Session Items

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957

Title: City Attorney

- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957

Title: City Manager

REPORT OUT OF CLSOED SESCOIN – City Attorney Ebrahimi

City Attorney Ebrahimi reported that the Council met in closed session and there was no reportable action taken.

Mayor DeGolia called the Regular meeting to order at 6:00 p.m.

6:00 P.M. REGULAR AGENDA

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL - Hawkins-Manuelian, Polito, Lewis, Vice Mayor Widmer, Mayor DeGolia - Present
3. PRESENTATION –

- **National Poetry Month**
- **Police Officer Proclamation**

Mayor DeGolia read by proclamations for the audience.

4. **PUBLIC COMMENTS – *None***
5. **CITY MANAGER’S WRITTEN REPORT**

City Manager Rodericks made a brief report and Councilmember Hawkins-Manuelian noted the upcoming Atherton Earth Day event on April 23, 2022, at Holbrook-Palmer Park.

CONSENT CALENDAR (Items 6 - 11)

6. **APPROVAL OF BILLS AND CLAIMS FOR MARCH 2022 IN THE AMOUNT OF \$ 2,338,442**
7. **APPROVAL OF MINUTES FROM FEBRUARY 16, 24, MARCH 2, 16, APRIL 5, 6 2022.**
8. **WAIVE THE FINAL READING AND ADOPT AN ORDINANCE REPEALING CHAPTER 8.56 OF THE ATHERTON MUNICIPAL CODE AND ADOPTING A NEW CHAPTER 8.56 REGULATING DISPOSABLE FOOD SERVICE WARE BY FOOD FACILITIES TO ALIGN WITH NEW STATE LAWS**

Adopted Ordinance No. 651

9. **RECOMMEND AND APPROVE A \$5 MILLION ADDITIONAL DISCRETIONARY PAYMENT (ADP) ALLOCATION TO CALPERS PENSION TOWARDS THE TOWN’S PUBLIC SAFETY CLASSIC PLAN UNFUNDED ACCRUED LIABILITY (UAL); ADOPT THE ATTACHED RESOLUTION AUTHORIZING THE CONTRIBUTION TOWARD PENSION LIABILITIES**

Adopted Resolution No. 22-06

10. **AWARD OF CONTRACT FOR THE 2022 SPRING PATCHING PROJECT, PROJECT NUMBER 56099**
11. **CERTIFICATION OF CONTINUING EMERGENCY; MAKE SUCH FINDINGS AS REQUIRED UNDER GOVERNMENT CODE SECTION 54953(E)(3); AND RATIFY SUCH RULES AND REGULATIONS ENACTED BY THE DIRECTOR OF EMERGENCY SERVICES IN RESPONSE TO COVID-19**

MOTION by Lewis, Second by Polito to approve the Consent Calendar Items 6-11.

AYES: Polito, Hawkins, Lewis, Widmer, DeGolia
NOES:
ABSENT:
ABSTAIN:

PUBLIC HEARING (Item 12)

12. INTRODUCTION OF A MUNICIPAL CODE AMENDMENT ESTABLISHING REGULATIONS FOR “HISTORIC BUILDING PRESERVATION” UNDER CHAPTER 8.15 OF THE ATHERTON MUNICIPAL CODE.

City Manager Rodericks introduced the item for the Council and provided a brief overview of prior Council direction.

City Attorney Ebrahimi responded to Council inquiry related to the process of a property being designated as a Historical Building.

There was no public comment received.

MOTION by Widmer, Second by Lewis to introduce an Municipal Code amendment to establish regulations for historic building preservation under Chapter 8.15 to be titled “Historic Building Preservation”.

AYES: Polito, Hawkins, Lewis, Widmer, DeGolia

NOES:

ABSTAIN:

ABSENT:

REGULAR AGENDA (Items 13 – 19)

13. APPROVE A SERVICES AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES, INC. FOR LANDSCAPE MAINTENANCE SERVICES AT TOWN FACILITIES

City Manager Rodericks presented a brief report and noted the staff recommendation is to approve a services contract with Brightview Landscape Services. He also noted that the library will be responsible for some costs related to the landscaping at the Town Center.

Public Works Director Ovadia responded to Council inquires related to costs to maintain various systems at the Town Center and the vendor’s environmental practices for maintenance.

Council discussed the current services received at Holbrook-Palmer Park expressing a desire to see improved landscaping services, costs, and areas with specific needs.

MOTION by Widmer, second by Hawkins approve a Services Agreement with Brightview Landscape Services, Inc. for landscape maintenance services related to Town facilities including Holbrook-Palmer Park and the Atherton Town Center, in the amount of \$238,375 (year 1), escalating to \$263,249 (year 3); Authorize the City Attorney to prepare the agreement; Authorize the City Manager to sign the agreement on behalf of the Town; and authorize the City Manager to approve additional services up to \$75,000 annually.

AYES: Polito, Hawkins, Lewis, Widmer, DeGolia

NOES:
ABSTAIN:
ABSENT:

14. APPROVE THE PARK AND RECREATION OUTDOOR FACILITIES MEMORIAL AND DONATION POLICY FOR HOLBROOK-PALMER PARK AND CONSIDERATION OF THE POLICY TO INCLUDE THE TOWN CENTER

City Manager Rodericks introduced the item. He noted that the Park and Recreation committee does not have the authority to accept donations on behalf of the Town and that would need to be done by Council or the City Manager.

Public Comment:

- Walt Robinson, Park and Rec Member and Foundation Member commented on the item and provided Council with insight.

Council discussed revisions to the proposed policy related to how donations are collected and applied. They continued to discuss the size of tree plantings, number of plaques in the park, and setting a threshold for Park and Recreation recommendation to the City Manager for approval versus donation amounts that must come before the City Council.

Council provided direction expressing a need to have staff engaged in the policy development and donation activities.

Council provided direction for the City Manager to incorporate discussed revisions and return to the Council for consideration of adoption.

15. REVIEW AND PROVIDE FEEDBACK ON PROPOSED CHANGES TO FEES AND CHARGES RELATED TO RENTAL FEES AT HOLBROOK PALMER PARK

City Manager Rodericks introduced the item and turned the presentation over to Town Arborist Bentz and Park and Recreation Committee Member and Chair Alex Key.

Committee Chair Key commented on the types of rentals and provided the rationale for modifications of the fee structure.

Public Works Director Ovidia commented on the Day Use Permit process.

Council discussed rental options such as opening the Water Tower Lawn as a standalone rental, the analysis conducted for proposed revisions, and mark-ups for non-resident fees. They also discussed multi-rental discount options, premium pricing for high demand dates, and bathroom access for specific group sizes.

Park Event Manager Robinson commented on the current fee structure, how revisions might impact the reservation process and the current activity for events and day use permits at Holbrook-Palmer Park.

Council directed the item return to Council during the Annual Fee Resolution for adoption. This was an informational item only and no formal action was taken.

16. CONSIDERATION OF BUDGET FOR TOWN CENTER GRAND OPENING CELEBRATION – JUNE 4, 2022

City Manager Rodericks introduced the item.

Council discussed the date for the Grand Opening Celebration, the participation of the library, funding support from the San Mateo County Library, the VIP Donor Dinner set for June 2, the location for the dinner and potential list of invitees.

MOTION by Widmer, Second by Polito to approve \$50,000 for the June 2, 2022, Donor Appreciation Dinner and Grand Opening Event with the San Mateo County Library on June 4, 2022.

AYES: Polito, Hawkins, Lewis, Widmer, DeGolia
NOES:
ABSTAIN:
ABSENT:

17. LEASE AGREEMENT FOR THE OPERATION AND MAINTENANCE OF THE PROPOSED LIBRARY CAFÉ

City Manager Rodericks introduced the item noting the two (2) proposals received and the selection of Mademoiselle Colette, Inc.

Public Works Director Ovadia responded to Council questions related to operating hours, and fee share structures discussed with Mademoiselle Colette, Inc.

Public Comments:

- Matt Baker commented on the item.
- Walter Robinson commented on the item.
- Ms. Ferrand, CEO of Mademoiselle Colette, Inc. commented on the item noting her intention is to be open 7 days a week or the maximum amount allowed. She added her businesses best days are Saturday and Sunday. She later added that she has plans to consider obtaining a beer and wine license.

MOTION by Polito Second by Lewis to approve a Lease Agreement with Mademoiselle Colette, Inc. for the operation and maintenance of the café proposed at the Library in the Historic Town Hall; authorize the City Attorney to prepare the lease agreement; and authorize the City Manager to execute the agreement. Approve Wine and Beer service only for drinking on premise (deck) as an option for the vendor.

AYES: Polito, Hawkins, Lewis, Widmer, DeGolia
NOES:
ABSTAIN:
ABSENT:

18. COUNCIL REPORTS/COMMENTS – None

Police Chief McCulley presented the City Council with a commemorative Coin of Excellence he commissioned in recognition of the Council's efforts and contributions in getting the Town Center completed.

19. ADJOURN

Mayor DeGolia adjourned the meeting at 8:34 p.m.



Anthony Suber
City Clerk