



**MINUTES**  
**Town of Atherton**  
**CITY COUNCIL/ATHERTON CHANNEL**  
**DRAINAGE DISTRICT**  
**June 10, 2009**  
**6:00 P.M.**  
**Town Council Chambers**  
91 Ashfield Road  
Atherton, California  
**Special Meeting**

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

**ROLL CALL**      Lewis, Dobbie, Marsala, McKeithen, Carlson

**PUBLIC COMMENTS**

None

**REGULAR AGENDA**

1.      **APPROVAL OF NBS COST ALLOCATION PLAN**  
         **Report:** City Manager Jerry Gruber, Finance Director Louise Ho

Jeannette Hahn, Director for NBS Solutions, presented the Council with a PowerPoint presentation of the cost allocation plan. [A copy of the presentation is available in the City Clerks office].

Council agreed that NBS should review the legal budget with the legal ad-hoc Committee. Hahn said she will set up a meeting with the ad-hoc Committee.

Hahn informed Council that if this base model allocation plan is approved, next steps would include updating the model after reviewing the legal budget and the Police department budget.

**MOTION by Lewis, second by Carlson to approve the draft schedule as presented with direction for NBS to work on the legal budget and meet with the legal-ad hoc Committee.**

Ayes: 5      Nays: 0      Abstain: 0      Absent: 0

**PUBLIC HEARING**

2.      **FISCAL YEAR 2009/2010 OPERATING/CAPITAL BUDGET**  
         **Report:** City Manager Jerry Gruber, Finance Director Louise Ho

Finance Director Louise Ho informed Council that this is the first public hearing for citizens to speak and for Council to review changes made since the May 28<sup>th</sup> budget study session.

Mayor Carlson said he would like to see definition as to what the stabilization and disaster reserves are for and the intended use for each reserve.

Mayor Carlson opened the public hearing for public comment. There was no public comment.

Vice Mayor McKeithen suggested changing the operating budget to allow only one conference per year for Council Members to attend rather than two. Marsala felt that the Council Member conference budget should be focused on a total dollar amount rather than limiting the number of conferences. Mayor Carlson agreed.

Vice Mayor McKeithen suggested Council discuss adding a budget for a crosswalk at Valparaiso Ave at either Hoover Street or Victoria Lane. McKeithen said that residents are very concerned about the dangers of residents crossing Valparaiso and for the students who attend Menlo School and Menlo College. McKeithen said that she spoke with Public Works Director Duncan Jones who said that the Elena/Faxon drainage project can be delayed in order to use those funds towards the crosswalk on Valparaiso. Jones agreed that it would be appropriate to take some portion of the drainage project funds for traffic studies.

Council supported using the parcel tax saving to balance the FY 2009/10 general fund budget.

Finance Director Louise Ho reviewed requests from the Police Department and the Public Works Department.

Request #1 from the Police Department was to convert the current .75 Administrative Assistant to a full-time benefited position to serve as training coordinator/executive assistant which would have a net cost to the general fund of \$25, 879. The majority of Council took a position to not support this because of the current economic situation.

Request #'s 2 for a second new Lieutenant and 3 for a new copier were deferred.

Request #'s 4 and 5 for new patrol vehicles which would come from the vehicle replacement fund was supported.

Request #1 from Public Works Department to replace the 1986 GMC dump truck for \$42,000 was supported.

No action was taken.

### **PUBLIC COMMENT**

None

### **ADJOURN**

**MOTION by Dobbie, second by Carlson to adjourn the meeting. The motion passed unanimously.**

Mayor Carlson adjourned the meeting at 8:31 p.m.

**Respectfully submitted,**

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**Theresa DellaSanta  
Deputy City Clerk**