



Draft Minutes
Town of Atherton
CITY COUNCIL
June 18, 2014
7:00 p.m.
94 Ashfield Road
Atherton, California
REGULAR MEETING

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

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL** Widmer, Lewis, DeGolia, Wiest
3. **PRESENTATIONS**

Oath of Office – Sergeant Lamont Cusseaux and Officer Joshua Gatto

Chief Flint introduced new officer Joshua Gatto and Sergeant Lamont Cusseaux. The oath of office was administered and each officer's badge was pinned by a family member.

North Fair Oaks Community Plan – Supervisor Warren Slocum

Peggy Jensen, Deputy County Manager provided a presentation on behalf of Supervisor Warren Slocum's Office. Jensen discussed the North Fair Oaks Community Plan, particularly the redevelopment of Middlefield Road. The presentation includes information about outreach efforts, survey data, and next steps. The Supervisor's office will keep Atherton informed on the project as it moves along.

4. **PUBLIC COMMENTS**

Laura Fanucchi, HIP Housing, requested Council support of the annual HIP Hosing contribution.

5. **REPORT OUT OF CLOSED SESSION - Report out by City Attorney -None**
6. **CITY MANAGER'S REPORT** – Nothing further to report
7. **COMMUNITY ORGANIZATION ROUNDTABLE REPORT**
- CONSENT CALENDAR (Items 8-25)**

Council Member Widmer had comments on items 12, 18 and 25.

8. **APPROVAL OF MAY 7 SPECIAL MEETING AND MAY 16 REGULAR MEETING MINUTES**
Report: City Clerk Theresa DellaSanta
Recommendation: Approve meeting minutes

9. **APPROVAL OF BILLS AND CLAIMS FOR MAY, 2014 IN THE AMOUNT OF \$1,082,250**
Report: Finance Director Robert Barron III
Recommendation: Approve Bills and Claims in the amount of \$1,082,250

10. **ACCEPTANCE OF TREASURER’S REPORT FOR THE THIRD QUARTER ENDED MARCH 31, 2014**
Report: Finance Director Robert Barron III
Recommendation: Accept the Treasurer’s Report for the third Quarter Ended March 31, 2014

11. **RESOLUTION ADOPTING AMENDMENTS TO THE RESOLUTION ADOPTING SALARIES AND BENEFITS FOR UNREPRESENTED EMPLOYEES**
Report: City Manager George Rodericks
Recommendation: Adopt resolution ratifying an Amendment to Resolution No. 13-03 regarding Monthly Salary Compensation and Section 17: IRC Section 125 Flexible Benefit Plan

12. **AMENDMENT TO CITY MANAGER’S AGREEMENT**
Report: City Attorney Bill Conners
Recommendation: Approve Amendment to City Manager’s Agreement

Council Member Widmer requested clarifications to the technology allocation. Widmer felt the allocation should be an asset that is returned to the Town upon separation of employment. Widmer also noted that a recent Mercury News article contained an error in the City Manager’s salary increase – the actual increase is 1.5%.

13. **APPROVAL OF CONTRACTS FOR LACROSSE**
Report: City Clerk Theresa DellaSanta
Recommendation: Approve separate agreements between the Town of Atherton and Atherton Lacrosse and the Town of Atherton and Menlo-Atherton Lacrosse and authorize the City Manager to execute the Agreements

14. **ACCEPTANCE OF WORK, AUTHORIZATION TO RECORD NOTICE OF COMPLETION FOR THE 2014 SPRING PATCHING PROJECT**
Report: Community Services Director Mike Kashiwagi
Recommendation: Accept work and authorize recording of a Notice of Completion for the 2014 Spring Patching Project, Number 56057

15. **APPROVE A ONE YEAR EXTENSION WITH TREE MAINTENANCE SERVICES FOR THE CONTINUATION OF ON CALL TREE MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$60,000**

Report: Community Services Director Mike Kashiwagi

Recommendation: Approve an agreement for a one-year (1) year extension with West Coast Arborists, Inc., for the continuation of on call tree maintenance services for the amount not to exceed \$60,000; and authorize the City Manager to execute the agreement on behalf of the Town

16. EXTENSION OF CONTRACT FOR TENNIS CLINICS WITH ALAN MARGOT FOR THREE ADDITIONAL MONTHS

Report: Community Services Director Mike Kashiwagi

Recommendation: Approve a three-month extension to contract for services of Tennis Professional Alan Margot to hold tennis camps at Holbrook-Palmer Park from July 1, 2014 through September 30, 2014; and direct the City Attorney to prepare an extension, and authorize the City Manager to execute the extension agreement

17. APPROVE A ONE YEAR EXTENSION WITH CENTRAL MAINTENANCE COMPANY FOR THE CONTINUATION OF JANITORIAL SERVICES FOR THE AMOUNT OF \$25,151.40 ANNUALLY

Report: City Manager George Rodericks

Recommendation: Approve an agreement for a one-year extension with Central Maintenance Company for the continuation of Town Janitorial Services at \$2,095.95 per month for the 2014/15 fiscal year for an annual total of \$25,151.40; and, authorize the City Manager to execute the Agreement on behalf of the Town

18. NEAL MARTIN & ASSOCIATES CONTRACT

Report: City Manager George Rodericks

Recommendation: Approve contract with Neal Martin & Associates and authorize the City Manager to execute the contract on behalf of the Town

Council Member Widmer suggested the addition of exit assistance, knowledge retention and key scales to the Neal Martin & Associates Contract for planning services.

19. CONSIDER AN ORDINANCE AMENDING ATHERTON MUNICIPAL CODE CHAPTERS 17.40 AND 17.60, RELATING TO ACCESSORY BUILDINGS AND ATHLETIC FACILITIES

Report: Town Planner Lisa Costa Sanders

Recommendation: Waive second reading and adopt the attached ordinance amending Atherton Municipal Code Chapters 17.40 and 17.60 relating to accessory buildings and athletic facilities

20. CONSIDER ADOPTING A DENSITY BONUS ORDINANCE, AMENDING THE ATHERTON MUNICIPAL CODE

Report: Town Planner Lisa Costa Sanders

Recommendation: Waive second reading and adopt the attached ordinance amending the Atherton Municipal Code Title 17. The proposed amendment would implement the adopted 2007-2014 Housing Element Update

21. **ADOPTION OF AN ORDINANCE TO AMEND TITLE 15 OF THE ATHERTON MUNICIPAL CODE ADDING A NEW CHAPTER RELATED TO THE USE OF PLACARDS TO DENOTE CONDITIONS RELATING TO CONTINUED OCCUPANCY OF BUILDINGS**
Report: Community Services Director Mike Kashiwagi
Recommendation: Waive the second reading and adopt the ordinance to amend Title 15 of the Atherton Municipal Code adding a new chapter related to the use of placards to denote conditions relating to continued occupancy of buildings
22. **ADOPTION OF RESOLUTION 14-XX CALLING THE NOVEMBER 4, 2014 STATEWIDE GENERAL ELECTION, REQUEST CONSOLIDATION, AND CONTRACT WITH THE CHIEF ELECTIONS OFFICE FOR ELECTION SERVICES**
Report: City Clerk Theresa DellaSanta
Recommendation: Adopt resolution 14-xx calling the Statewide General Election, for the purpose of electing three (3) members of the Atherton City Council, to be held on November 4, 2014; requesting the San Mateo County Board of Supervisors to consolidate the election with any other elections to be held on November 4, 2014; contracting with the Chief Elections Official for the purpose of providing election services; and authorizing the City Manager to sign the service agreement with the County Elections Officer
23. **ADOPTION OF RESOLUTION REQUIRING CANDIDATES TO BE CHARGED A DEPOSIT TO COVER THE COST OF PUBLICATION FOR STATEMENT OF QUALIFICATIONS**
Report: City Clerk Theresa DellaSanta
Recommendation: Adoption of a resolution requiring candidates to pay the prorated cost of publication and distribution of the Statement of Qualifications and specifying the length of the Statement
24. **APPROVAL OF REQUEST FOR PROPOSALS FOR CERTIFIED ARBORIST SERVICES**
Report: City Manager George Rodericks
Recommendation: Approve the Request for Proposal (RFP) and authorize advertisement for contracted Certified Arborist Services
25. **APPROVAL OF AN AGREEMENT FOR A ONE YEAR EXTENSION WITH MCE CORPORATION FOR THE CONTINUATION OF PUBLIC WORKS MAINTENANCE SERVICES**
Report: City Manager George Rodericks
Recommendation: Approve an agreement for a one-year contract extension with MCE Corporation for a not-to-exceed amount of \$597,240 for the continuation of Public Works Maintenance and Maintenance Management Services; and direct the City Attorney to prepare an extension, and authorize the City Manager to execute on behalf of the Town

Council Member Widmer requested clarification to the new responsibility of managing the irrigation water at Town parks and landscapes. It was suggested that major contracts like this one be bid every three years.

City Manager Rodericks informed Council extending the contract by mutual agreement for one more year during which time staff will commence a major restructuring of the contract that will address specific concessions, more detailed performance measurements, and more flexible service levels to allow for expansion and contraction of the contract on a needs basis.

PUBLIC HEARING - None

REGULAR AGENDA - (Items 26-30)

26. COMMITTEE APPOINTMENTS AND POSSIBLE INTERVIEWS

Report: City Manager George Rodericks

Recommendation: Consider appointments to the Audit/Finance Committee, Park & Recreation Commission, and Rail Committee

Council approved automatic appointments to the Park & Recreation Commission and Rail Committee. A ballot was handed out for voting on the Audit Finance Committee. Council received four applications for three seats. The votes were tallied and incumbents Bob Polito and Jim Massey were re-appointed along with newcomer Jeffrey Lee. Council thanked Greg Conlon for his work on the Audit/Finance committees over the years and wished him luck on his run for State Treasurer.

27. CONSIDERATION AND POSSIBLE ADOPTION OF A RESOLUTION ASSESSING A SPECIAL TAX FOR MUNICIPAL SERVICES FOR THE FISCAL YEAR 2014/2015

Report: Finance Director Robert Barron III

Recommendation: Adopt a resolution assessing a special tax for municipal services for the Fiscal Year 2014/2015

Finance Director Robert Barron III provided a report to Council.

Widmer noted that he supported a 25% moratorium but also agreed with his colleagues who felt that there is too much uncertainty to consider that at this time.

Vice Mayor DeGolia agreed and had felt that a 10% reduction would be ideal but not at this point because we have knowledge of some very significant capital projects.

Council Member Lewis felt that it was appropriate to continue the parcel tax as it was just approved 8 months ago and it will play a significant role in the various Master Plans.

Mayor Wiest echoed the Council comments. He felt that the uncertainty associated with the various capital improvement plans should permit the parcel tax to remain at the current rate.

Council Member Widmer noted that we should continue to look at the legitimacy of projects before spending the money.

MOTION by Lewis, second by DeGolia to adopt a resolution assessing a special tax for municipal services for the Fiscal Year 2014/2015. The motion passed unanimously.

28. ADOPTION OF THE APPROPRIATIONS LIMITS FOR FY 2014-15

Report: Finance Director Robert Barron III

Recommendation: Adopt the attached resolution setting the Appropriation Limit for FY 2014-15 at \$12,672,397

Finance Director Robert Barron III summarized the report.

MOTION by Widmer, second by Lewis to adopt the attached resolution setting the Appropriation Limit for FY 2014-15 at \$12,672,397. The motion passed unanimously.

29. RECOMMENDED OPERATING BUDGET FY 14-15

Report: City Manager George Rodericks

Recommendation: Adopt the Recommended Operating Budget for FY 2014/15

City Manager Rodericks reported that for FY14/15 the Town will receive General Fund revenues of \$11,619,741 balanced against operating expenditures of \$11,463,891. This leaves a projected year-end positive balance of \$8.7 million (without the inclusion of excess ERAF and transfers to and from other funds). There is a single-year operational revenue surplus of \$155,850.

Council briefly discussed capital improvement funds and ERAF and parcel tax allocations.

During budget discussions it was concluded that revenues from the Educational Revenue Augmentation Fund (ERAF) be treated as “one time” revenues that are not included in the Town’s operational budget. Revenues from ERAF will be considered at the conclusion of the budget year and directed by Council as “one time” revenue for specific singular projects or priorities such as capital projects and contributions toward long-term liabilities.

Council reviewed the major fiscal changes which are acknowledged below.

Increases within the City Council budget are the result of some planned maintenance and cosmetic improvements within the Council Chambers (carpet, restroom improvements, and new dais chairs) and technology improvements. Administration’s budget has a net change of \$11,592. There is a decrease in the Labor Relations Services budget and an increase in other contract services. In addition, staff added a line item for Community Activities and Events of \$25,000. This line item is to allow the Town to sponsor and participate in building community engagement programs. Changes in the Finance Department amount to \$32,034. Most of these costs are directly related to the provision of technical services such as audit and financial services, software licensing and training, processing fees, etc.

The Planning Department budget reflects a proposed small change in the cost of contract planning services and a decrease in the cost of the Housing Element implementation. Adjustments in the Building Department budget reflect increases related to software maintenance, the reduction of prior

year service adjustments, and digital archiving. The bulk of the adjustment is related to equipment replacement amortization.

The Public Works budget reflects an adjustment of \$123,583 – this is largely due to the continuation of approved enhanced services for a full year; inclusion of contract Park Event Services for a full year, and increases in professional engineering services in anticipation of increased capital project needs.

The Police Department change reflects the addition of two (2) officers for a full year of deployment bringing authorized sworn staff from 19 to 21. Other significant changes are decreases in temporary help, reductions in overtime, a reduction in the OPEB contribution, a decrease in vehicle maintenance requirements, a decrease in recruitment costs, and a decrease in contract services. The changes also reflect an increase in the cost of workers' compensation to account for building a reserve based on the Town's experience modification rate as well an allocation of \$10,000 for emergency preparedness.

Council requested the addition of comments about actuarial liabilities of CalPERS and OPEB to the budget letter.

Council expressed their pleasure with the look and transparency of the budget. It was suggested that in the future Council receive the budget at least 10 days in advance of the meeting to allow more time to review and prepare.

MOTION by _____, second by _____ to adopt the Recommended Operating Budget for FY 2014/15. The motion passed unanimously.

30. INITIAL REPORT - LOCAL MUNICIPAL SERVICES IN REVIEW

Report: City Manager George Rodericks

Recommendation: Review and Discuss

City Manager Rodericks reported that the municipals services report is to provide the Council and the public with a comprehensive education on the various types of services provided to the community. It serves to provide a framework to assist staff and the Council with identifying opportunities for improving current methods of service delivery and improving the value of services provided, as well as assisting the community with identifying service providers.

Council supported the idea and felt it was a good way to provide additional transparency to the public.

31. COUNCIL REPORTS/COMMENTS

Council Member Lewis provided comments on airport noise and the coming construction at San Francisco Airport. <http://www.flysfo.com/about-sfo/airport-development/runway>

32. FUTURE AGENDA ITEMS – None.

33. PUBLIC COMMENTS – None.

34. ADJOURN

Mayor Wiest adjourned the meeting at 8:45 p.m.

Respectfully submitted,

**Theresa DellaSanta
City Clerk**



Draft Minutes
Town of Atherton
CITY COUNCIL
July 16, 2014
7:00 p.m.
94 Ashfield Road
Atherton, California
REGULAR MEETING

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

Mayor Wiest noted that Council Member Lewis will be teleconferencing from the following location:

Westin Kierland
Conference Room
6902 E Greenway Parkway
Scottsdale AZ 85254-8123

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL** Widmer, Lewis, DeGolia, Wiest
3. **PRESENTATIONS** – None.
4. **PUBLIC COMMENTS** – None.
5. **REPORT OUT OF CLOSED SESSION** - Report out by City Attorney
None.
6. **CITY MANAGER'S REPORT** – Nothing further to add to written report.
7. **COMMUNITY ORGANIZATION ROUNDTABLE REPORT**
CONSENT CALENDAR (Items 8-12)

Council Member Widmer removed Item 11.

**MOTION by Widmer, second by DeGolia to approve the consent calendar, excluding Item 11.
The motion passed unanimously.**

8. **APPROVAL OF JUNE 4, 2014 SPECIAL MEETING MINUTES**
Report: Assistant City Manager/City Clerk Theresa DellaSanta
Recommendation: Approve meeting minutes

9. **APPROVAL OF BILLS AND CLAIMS FOR JUNE, 2014 IN THE AMOUNT OF \$941,364**
Report: Finance Director Robert Barron III
Recommendation: Approve Bills and Claims in the amount of \$941,364
10. **ADOPTION OF AN AMENDMENT TO RESOLUTION NO. 14-06 CORRECTING THE DISABILITY RETIREMENT PROVISIONS FOR THE ATHERTON POLICE OFFICERS' ASSOCIATION**
Report: City Manager, George Rodericks
Recommendation: Adopt Resolution No. 14-XX, amending Resolution No. 14-06 correcting the disability retirement provisions for the Atherton Police Officers' Association (APOA)
12. **ADOPTION OF A RESOLUTION TO CORRECT THE ADOPTED APPROPRIATIONS LIMITS FOR FY 2014-15**
Report: Finance Director Robert Barron III
Recommendation: Adopt the attached *revised* resolution setting the Appropriation Limit for FY 2014-15 at \$11,335,317

PUBLIC HEARING - None

REGULAR AGENDA - (Items 13-18)

13. **ADOPT RESOLUTION 14-XX DESIGNATING A VOTING DELEGATE AND UP TO TWO ALTERNATE TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE – SEPTEMBER 3-5, LOS ANGELES**
Report: Assistant City Manager/City Clerk Theresa DellaSanta
Recommendation: Adopt Resolution 14-XX designating a voting delegate and an alternate to the League of California Cities Annual Conference in Sacramento

The Council selected two members to attend the League of California Cities Annual Conference in Los Angeles from September 3 to September 5. Noting that two of the four members of Council would be attending, the September 3 Study Session will be cancelled. Staff noted that either the City Manager and/or the Assistant to the City Manager will also attend.

MOTION by Widmer, second by DeGolia to designate Councilmember Lewis as voting delegate and Mayor Wiest as voting alternate. The motion passed unanimously.

14. **AMEND RESOLUTION 14-05 TO ADD A COUNCIL MEMBER LIAISON TO THE PARK & RECREATION COMMISSION AND APPROVE THE MAYOR'S SELECTED APPOINTMENTS**
Report: City Manager, George Rodericks
Recommendation: 1. Adopt the attached amendment to Resolution 14-05 adding a City Council Liaison to the Parks and Recreation Commission and amending the title of the Commission to Committee;
 2. Approve the Mayor's selected appointments as liaisons

Staff recommended that the Council consider changing the title of the Parks & Recreation Commission to Parks & Recreation Committee for consistency in the resolution and eliminate all references to “Commissions.” Further, staff recommended that the Council consider adding a Council liaison to the Committee. After discussion, the Council adopted the resolution with the amendments and approved the Mayor’s appointees of Vice Mayor DeGolia as liaison and himself as the alternate.

The Council also noted that they may wish to amend and update the scope of the Parks & Recreation Committee and supported returning the resolution for Council consideration to do so at an upcoming meeting.

MOTION by Widmer, second by Lewis to adopt the amendment to Resolution 14-05 adding a City Council Liaison to the Parks and Recreation Commission and amending the title of the Commission to Committee; and approve of Mayor’s designees.

15. ADOPT RESOLUTION 14-XX UPDATING THE PURCHASING LIMITS AS REQUIRED BY ATHERTON MUNICIPAL CODE CHAPTER 3.16

Report: City Manager, George Rodericks

Recommendation: Approve resolution revising purchasing policy amount limits as required in Chapter 3.16 of the Atherton Municipal Code

City Manager Rodericks explained that prior limits for open market and informal bidding were set at \$15,000 for goods and professional services. Staff recommended amending the limits to reflect the change to permanent staffing and changing market conditions. Staff recommended changing the limits for goods and supplies to \$30,000 and the limit for professional services to \$25,000.

The Council discussed the issues involved, including, but not limited to, issues such as history, competitive bidding, transparency, internal controls, auditing, oversight, budgetary controls, and staffing.

MOTION by Lewis, second by DeGolia to adopt the resolution modifying the limits for open market and informal bidding to \$30,000 for goods and supplies and \$25,000 for professional services. The motion passed 3-1, Widmer Opposed.

16. PARKER AVENUE PROPERTY OWNER SURVEY RESULTS

Report: Lisa Costa Sanders, Deputy Town Planner

Recommendation: Staff recommends the City Council consider the issue and take no action at this time

City Manager Rodericks noted that this item was a continuation of prior discussion involving the potential abandonment of a portion of the right-of-way along Parker Avenue. The survey results illustrated that 11 of the 21 property owners favored moving forward with the encroachment permit process while 7 favored abandonment. The Council reported that members favoring abandonment may be able to obtain additional information from the County Assessor related to the tax implications of abandonment and that information may sway the opinion in favor of abandonment.

Staff noted that the encroachment permit process would take approximately 60 to 90 days to enact and there may also be a period of adjustment.

The Council supported allowing the property owners to return with the request for abandonment if they feel that opinion on the street has changed following updated information from the County Assessor. Staff asked that there be a time period set for that return and the Council supported a period of 4-months before the issue could return to the Council. It was suggested that this period of time would allow for the encroachment permit process to be in full swing and allow time for the property owners to work the issues out with the County Assessor.

The Council took no action on the abandonment request.

17. RESOLUTION AUTHORIZING A CONTRIBUTION TOWARD OTHER POST-EMPLOYMENT BENEFIT LONG-TERM LIABILITIES

Report: Finance Director Robert Barron III

Recommendation: Adopt the attached Resolution authorizing the contribution of 2013/14 ERAF revenues (\$1,020,000) toward the Trust for Other Post-Employment Benefits (OPEB) long-term liabilities

Finance Director Robert Barron III stated that consistent with the policy expressed during the adoption of the FY 2014/15 Budget, staff is recommending that the Council consider allocating \$1,020,000 in ERAF funds received in FY 2013/14 toward the Town's OPEB liabilities. Barron noted that the Town has a funding obligation of approximately \$7.7m and with the allocation of FY 2013/14 revenues, the Town will have funded its obligation to \$4.3m. The obligation is a mix of current/future liabilities as well as benefits already earned (retirees).

The Council discussed the level of funding necessary and staff advised that the Town would be doing a refresh of the actuarial data which would allow the Council to make an informed decision with respect to future funding obligations.

MOTION by Widmer, second by DeGolia to adopt Resolution authorizing the contribution of 2013/14 ERAF revenues (\$1,020,000) toward the Trust for Other Post-Employment Benefits (OPEB) long-term liabilities. The motion passed unanimously.

18. APPROVAL OF AN AGREEMENT FOR CIVIC CENTER PROJECT MANAGEMENT CONSULTANT

Report: Mike Kashiwagi, Community Services Director

Recommendation: Approve the agreement with Mack5 for project management services for the Civic Center Project, in an amount not-to-exceed \$896,573 and authorize the City Manager to execute the agreement

Community Services Director Mike Kashiwagi noted that after an involved public bid and careful review and interview, Mack5 was selected as the top firm by staff and Civic Center Advisory Committee. Staff negotiated a "not to exceed" contract of \$896,573. The cost is distributed over a 3-year service period through project completion. It is designed to be implemented in phases as the project (and funding) moves along. The contract can be terminated and/or suspended at any time should the project not reach its funding needs. Funding is distributed in proportion amongst the

various project funding components (Building Facilities Fund, Donations, Library, and Capital Projects-Civic Center). The Council heard from members of the CCAC interview committee and asked questions of Mack5 representatives present in the audience. The Council discussed various issues, including, but not limited to, timing of the contract, termination, phasing, negotiated rates, percentage of overall project costs, soft costs, best value, excusable delays, man-hours, scope of work, strengthening of breach provisions, remedies and budget.

MOTION by Lewis, second by Wiest to approve the agreement with Mack5 for project management services for the Civic Center Project, in an amount not-to-exceed \$896,573 and authorize the City Manager to execute the agreement. The motion passed unanimously.

11. APPROVAL OF TASK ORDERS RELATED TO TRAFFIC SERVICES AND PROGRAM MANAGEMENT – INTERWEST GROUP

Report: City Manager, George Rodericks

Recommendation: Authorize the City Manager to execute Task Orders for On-Call Traffic Engineering Services and the Civic Center Program Management with Interest Consulting Group

Council Member Widmer noted that the Civic Center Project Task Order for Interwest should have been discussed concurrently with the Project Management Services of Mack5. The cost for Interwest’s services is overhead connected to the project itself at \$78,000 through design.

MOTION by Lewis, second by DeGolia to authorize the City Manager to execute Task Orders for On-Call Traffic Engineering Services and the Civic Center Program Management with Interest Consulting Group. The motion passed unanimously.

19. COUNCIL REPORTS/COMMENTS

Councilmember Widmer noted that he is part of the refuse and recycling rates ad-hoc sub-committee along with the Mayor. They recently met and are prepared to recommend new commercial rates at the September meeting following the proper noticing requirements.

20. FUTURE AGENDA ITEMS – None.

21. PUBLIC COMMENTS – None.

22. ADJOURN

Mayor Wiest adjourned the meeting at 8:20 p.m.

Respectfully submitted,

**Theresa DellaSanta
City Clerk**