



Draft Minutes
Town of Atherton
CITY COUNCIL
July 15, 2015

6:30 P.M. – SPECIAL MEETING - CLOSED SESSION
Conference Room; Town Administrative Offices
91 Ashfield Road, Atherton, California
7:00 P.M. - REGULAR MEETING
Council Chambers
94 Ashfield Road,
Atherton, California

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

REGULAR SESSION

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

Pacific Gas & Electric (PG&E) Presentation – Gas Lines | Tree Clearing

Representatives from PG&E gave a presentation regarding their recent and pending efforts to clear vegetation around their gas transmission pipelines in Atherton. PG&E noted that there are approximately 80 properties in Atherton affected by the vegetation clearance program. These properties are located in the northeast and southeast areas of Town. All of the properties have PG&E gas pipeline easements that run through a portion of their property.

After Public Comment, the Council asked PG&E to return to the City Council in September with more details of the outreach program, details of tree management/removal, a letter outlining how PG&E would comply or not comply with local tree maintenance and removal requirements and a copy of the appropriate emergency response plan. PG&E will be making contact with the affected property owners and cooperatively develop.

4. **PUBLIC COMMENTS**

None.

5. **REPORT OUT OF CLOSED SESSION - Report out by City Attorney**

No reportable action.

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

City Manager

B. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Subdivision (a) of Section 54956.9)

One (1) Case

6. CITY MANAGER'S REPORT

Nothing further to add to written report.

7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT

CONSENT CALENDAR (Items 8-14)

No items were removed or discussed.

8. APPROVAL OF JUNE 17, 2015 REGULAR MEETING

Report: Assistant to the City Manager/City Clerk Theresa DellaSanta

Recommendation: Approve meeting minutes

9. APPROVAL OF BILLS AND CLAIMS FOR MAY, 2015 IN THE AMOUNT OF \$957,581

Report: Finance Director Robert Barron III

Recommendation: Approve Bills and Claims in the amount of \$957,581

10. APPROVAL OF AYSO CONTRACT FOR 2015 SEASON

Report: Assistant to the City Manager Theresa DellaSanta

Recommendation: Authorize a contract for AYSO to utilize fields at Holbrook-Palmer Park in an amount payable to the Town of \$4,000; direct the City Attorney to prepare the appropriate contract; and authorize the City Manager to execute the contract on behalf of the Town

11. APPROVAL OF CONTRACTS FOR LACROSSE ORGANIZATIONS

Report: Assistant to the City Manager Theresa DellaSanta

Recommendation: Authorize separate agreements between the Town of Atherton and Atherton Lacrosse and the Town of Atherton and ENCORE Lacrosse for field usage; direct the City Attorney to prepare the appropriate contracts; and authorize the City Manager to execute the contracts on behalf of the Town

12. ADOPTION OF AN ORDINANCE ADDING CHAPTER 15.60 TO THE ATHERTON MUNICIPAL CODE RELATING TO EXPEDITED PERMITTING PROCEDURE FOR SMALL RESIDENTIAL ROOFTOP SOLAR SYSTEMS

Report: Community Services Director Mike Kashiwagi

Recommendation: Adopt an Ordinance of the City Council of the Town of Atherton adding Chapter 15.60 of the Atherton Municipal Code relating to expedited processing of rooftop solar systems

13. RESOLUTION ADOPTING THE SAN MATEO COUNTY PUBLIC WORKS MUTUAL AID AGREEMENT

Report: Community Services Director Mike Kashiwagi

Recommendation: Adopt the attached Resolution No. 15-xx authorizing the adoption of the San Mateo Public Works Mutual Aid Agreement

14. RECEIPT OF DRAINAGE MASTER PLAN

Report: Community Services Director Mike Kashiwagi

Recommendation: Receive the Drainage Master Plan and direct staff to schedule a September 2, 2015 City Council Study Session to review and prioritize specific project improvements for inclusion in the FY 2015/16 – FY 2019/20 Capital Improvement Program (CIP)

MOTION by Wiest, second by Lewis to approve consent calendar items 8 through 14. The motion passed unanimously.

PUBLIC HEARING – (Items 15-16)

15. CONSIDER AN ORDINANCE AMENDING ATHERTON MUNICIPAL CODE CHAPTER 17.44; BASEMENTS

Report: Town Planner Lisa Costa Sanders

Recommendation: The Planning Commission recommends that the City Council conduct the public hearing and introduce an ordinance amending Atherton Municipal Code Chapter 17.44 regulating basements in Atherton

Town Planner Lisa Costa Sanders noted that the listed changes were reviewed at a Builders Roundtable meeting. The group was supportive of the changes, especially the items that could be reviewed at a staff level. The group was also supportive of the reduction in total basement area as it would provide greater predictability in the outcome of the discretionary review.

MOTION by Lempres, second by Wiest to introduce the ordinance amending Atherton Municipal Code Chapter 17.44 regulating basements in Atherton, and wave further reading. The motion passed unanimously.

16. ADOPT AN ORDINANCE AMENDING ATHERTON MUNICIPAL CODE CHAPTER 17.56; SPECIAL EVENTS

Report: Town Planner Lisa Costa Sanders

Recommendation: The Planning Commission recommends that the City Council adopt the attached ordinance amending Atherton Municipal Code Chapter 17.56 regulating special events in Atherton

Ton Planner Lisa Costa Sanders noted that the City Council, at its May 20, 2015 meeting, reviewed the Special Events Ordinance amendment and requested further revisions to the Ordinance. Those revisions were incorporated and the City Council introduced the Ordinance at its June 17, 2015 meeting. There have been no additional change.

MOTION by Lewis, second by Lempres to adopt the attached ordinance amending Atherton Municipal Code Chapter 17.56 regulating special events in Atherton. The motion passed unanimously.

REGULAR AGENDA – (Items 17-22)

17. UPDATE OF EL CAMINO REAL PEDESTRIAN AND BICYCLE SAFETY CONCERNS

Report: Community Services Director Mike Kashiwagi

Recommendation: This report is for information only.

This item was informational only.

The Council provided feedback to staff on continuing to apply pressure on Caltrans to accelerate projects in Atherton designed to improve safety on El Camino Real.

It was noted that the Town hopes to begin installation of its Hybrid Pedestrian Beacon at Almendral in the late fall and Caltrans will begin the following year. It was also noted that the Police Department has stepped up enforcement efforts along El Camino Real to address speeding and other traffic/pedestrian safety concerns.

The Council asked that Caltrans return in November with an update on the status of their Hybrid Beacon projects at Alejandra and Isabella in connection with an update on the status of the Selby Lane/ECR intersection Study.

18. NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM (NTMP) DEVELOPMENT AND DISCUSSION OF APPROPRIATE PHYSICAL CONTROL DEVICES

Report: Community Services Director Mike Kashiwagi

Recommendation: Discuss and provide staff direction regarding the development of Neighborhood Traffic Management Program policies for the Town of Atherton including direction regarding the use of physical control devices to reduce vehicle speeds and volumes on residential streets.

The Council heard the staff presentation and following public comment, discussed the various types of traffic control devices that could be implemented in Town. Menlo Park Fire District Chief Harold Schapelhouman provided feedback on the discussion.

The Council provided feedback to staff as to which types of devices were appropriate for use in Town and which would be used only as last options.

19. AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL (RFP) TO DETERMINE THE FEASIBILITY AND COST TO CONSTRUCT A QUAD GATE AT THE WATKINS GRADE CROSSING

Report: Community Services Director Mike Kashiwagi

Recommendation: Consider authorization of a Request for Proposal to determine the feasibility and cost to construct quad gates at the Watkins Avenue grade crossing

Following the staff presentation and public comment, the Council discussed the merits of moving forward with the RFP now or waiting until the Town's CEQA lawsuit with Caltrain settled out. Following discussion, the Council opted to put this project on hold until the 2017/18 Fiscal Year (where it is presently budgeted).

20. TOWN-WIDE FIBER PROJECT PRESENTATION AND FRAMEWORK DISCUSSION

Report: City Manager George Rodericks

Recommendation: Review a response to the Town's Request for Information from Atherton Fiber and direct staff follow-up as appropriate

Following a brief staff report, a presentation from Mike Farnwald, Atherton Fiber, and public comment, the City Council provided feedback and comments to staff regarding the project. The Council directed staff and the City Attorney to work with Atherton Fiber to flesh out a Development Agreement to keep the project moving forward. More information regarding the project and an online survey of the opportunities and costs will be forthcoming.

21. COMMITTEE VACANCIES DISCUSSION AND POSSIBLE APPOINTMENT(S)

Report: City Manager George Rodericks

Recommendation: Discuss vacancies to the Community Center Advisory Committee (CCAC) and the Environmental Programs Committee (EPC) and make possible appointment(s)

The Council appointed Gary Dillabough to the Civic Center Advisory Committee and Holly Joseph to the Environmental Programs Committee.

22. RESPONSE TO GRAND JURY REPORT "FLOODING AHEAD: PLANNING FOR SEA LEVEL RISE"

Report: City Manager George Rodericks

Recommendation: Consider the attached response to the San Mateo Grand Jury on their report entitled "Flooding Ahead: Planning for Sea Level Rise."

Following the staff report and public comment, the Council provided feedback to staff regarding the Town's response. Feedback included expanding the responsible agencies to include coastline agencies, upland agencies, and the airport; addressing broader issues such as development along the coast and other services, to include water delivery; addressing issues such as board accountability to the electorate; and establishing that initial funding and organization should come from the County.

23. COUNCIL REPORTS/COMMENTS – Nothing further to add to written reports.

24. FUTURE AGENDA ITEMS – None.

25. PUBLIC COMMENTS – None.

26. ADJOURN

MOTION by Lempres, second by Wiest to adjourn the meeting.

Mayor DeGolia adjourned the meeting at 10:34 p.m.

Respectfully submitted,
Theresa DellaSanta
City Clerk



Draft Minutes
Town of Atherton
September 2, 2015
4:00 P.M.
Council Chambers
94 Ashfield Road
Atherton, California
Special Meeting

Mayor DeGolia called the meeting to order at 4:00 p.m.

ROLL CALL DeGolia, Lewis, Widmer, Wiest, Lempres

PUBLIC COMMENTS - None.

1. REVIEW OF TOWN-WIDE DRAINAGE STUDY UPDATE

Report: Community Services Director Mike Kashiwagi

Recommendation: Review the Drainage Master Plan Study and provide feedback regarding proposed projects and follow-up activities

Staff presented the staff report and the Town's consultant, NV5 walked the City Council through the 2014 Update. Key issues discussed included an overview of the Town's watersheds, an overview of water flows within the Atherton Channel, constraints and contributors to the Town's drainage issues, limitations of the systems, and tertiary drainage issues throughout Town.

Following discussion and questions regarding the temporal nature of the study data, the overall impact on the Atherton Channel of external upstream and downstream projects, and practicality and impact of detention areas, the Council provided the following feedback:

- 1) During this fall's rain season, the Town should conduct water flow and quality analysis to validate the data in the 2014 Report;
- 2) The Town should begin conversations with Las Lomas School District to discuss flow control and detention projects on their property;
- 3) The Town should investigate improvements done in compliance with the Regional Water Quality Control Permit for projects outside of Town but contributing to the Channel flow (Woodside/Sharon Heights);
- 4) Concurrent conversations should be held with downstream agencies (County, Menlo Park, Redwood City) to address downstream constraints;
- 5) The Town should begin investigation of and feasibility of a detention basin at Holbrook-Palmer Park;
- 6) Staff will provide the Council with its Storm Readiness Operations Plan for 2015/16 which will include maintenance and improvement projects as recommended in the 2014 Drainage Master Plan;
- 7) Staff will conduct a local tour of drainage facilities with interested members of the Council;
- 8) Staff will provide the Council with an update on funds spent on drainage improvements since the 2001 Plan; and

9) Staff will return with a 5-Year Capital Improvement Plan to address other recommended priorities in the 2014 Drainage Master Plan.

2. AIRCRAFT NOISE SUBCOMMITTEE – FEEDBACK ON THE AIRPORT LAND USE COMPATIBILITY PLAN

Report: City Manager George Rodericks

Recommendation: Review and Provide Feedback.

The Aircraft Noise Subcommittee provided a report on current activities surrounding the issue of aircraft noise over Atherton and asked the Council for feedback to the Vice Mayor on C/CAG's Airport Land Use Compatibility Plan

Following discussion and update to local efforts on noise, the City Council provided feedback to the Vice Mayor to report back to C/CAG and to write in a separate letter from the Town in response to the comment period on the Airport Land Use Compatibility Plan.

The letter from the Mayor should:

- 1) Address requests for mitigation measures such as rebates for double pane windows and noise monitoring in impacted communities for compliance;
- 2) Address the fact that there have been changes in aviation over the years that have had significant impacts on communities;
- 3) Ask that given the rapid advances in technology that the ALUCP be a 10 year plan instead of a 20 year plan;
- 4) Ask for action by the Board of Supervisors and San Carlos Airport to limit and mitigate expansion impacts of the airport itself;
- 5) Bring attention to the cross purposes of the ALUC pitting the health and safety (to include noise) of surrounding communities against expansion needs of the airport;
- 6) Clarify that Atherton is not within the impact areas of the airport, according to the ALUCP, yet it is significantly impacted by noise and overflights;
- 7) Ask the Board of Supervisors, as the airport sponsor under the airport assurances agreement with the FAA, to request the FAA to impose reasonable restrictions on airport operations for the betterment of the community;
- 8) Demand that the Board of Supervisors hold public meeting on the impacts of the airport;
- 9) State that in general, the Town does not support the ALUCP, noting airport expansion impacts and Surf Air;
- 10) State that the Town does not agree with the CNEL noise measurements for local impact and provide information on local noise monitoring efforts;
- 11) Ask for documentation on any penalties imposed - when and to whom – as noted within the ALUCP; and
- 12) Write a separate letter specifically to the Board of Supervisors asking that they hold a public meeting and address the airport assurances request.

ADJOURN

MOTION by ____, second by ____ to adjourn the meeting.

Mayor DeGolia adjourned the meeting at ____

Respectfully submitted,
Theresa DellaSanta
City Clerk