



Draft Minutes
Town of Atherton
January 13, 2016
4:00 P.M.
Council Chambers
94 Ashfield Road
Atherton, California
Special Meeting

ROLL CALL Lewis, Lempres, Widmer, Wiest, DeGolia

PUBLIC COMMENTS - (Limited to items on the agenda)

1. 2016 ENVIRONMENTAL PROGRAMS COMMITTEE (EPC) SPECIFIC WORK PLAN ITEMS AS RECOMMENDED BY THE EPC

Report: City Manager George Rodericks

Recommendation: Review, provide comment, and direct staff as to the specific work plan items to be included prior to review of the Climate Action Plan

Staff presented a brief staff report followed by comments from the Council. The Council felt that most of the elements in the 2016 Committee Policy Statement and Work Plan should be reviewed concurrently with the Town's draft Climate Action Plan, to include components of Atherton 2020. However, the Council felt that the Committee should develop an Earth Day event for April 2016.

The Council provided direction to staff to work with the Committee to use existing resources (materials from the prior Atherton 2020 program as giveaways, educational and audit resources from PG&E, CalWater, Recology, CYES, CEC, etc.) to put together a kid-friendly April 2016 Earth Day event focused on community education and awareness. The event could also include vendors and guest speakers and the local schools should be involved. The Committee should return to the City Council with a plan for the event and a cost estimate for approval.

2. PUBLIC OUTREACH IDEAS – CITY COUNCIL BRAINSTORMING OPPORTUNITY

Report: City Manager George Rodericks

Recommendation: Review and discuss various public outreach opportunities and provide staff with suggestions for their use

City Manager Rodericks provided a brief report reviewing the various efforts and resources currently underway to engage the community. Staff covered electronic, print, and in person outreach efforts as well as the fiscal impact of each. The Council discussed the various efforts and discussed ways to improve and measure the success. It was the general consensus that the Town has made considerable strides over the past few years to more actively engage the community using multiple touch points. The Council discussed various other opportunities for engaging the community. Following discussion, the Council provided direction to staff to set up a joint meeting before summer with the Menlo-Atherton High School Board and rotate, perhaps quarterly, a joint meeting with other school district boards to discuss issues such as the school

resource officer, traffic, Atherton Fiber, Safe Routes to School, Library Services, Points of Contact, future Capital Improvements, Active Shooter Education, and Emergency Response. The Council also supported an all school “Town & Gown” social event hosted by the Town sometime before schools let out over the summer. The Council supported more outreach at the public counters to solicit emails more proactively – to include a mailer of some sort to solicit emails or other information to connect the community.

ADJOURN

MOTION by Widmer, second by Weist to adjourn. The motion passed unanimously at 5:34 p.m.

Respectfully submitted,
Theresa DellaSanta
City Clerk



Draft Minutes
Town of Atherton
CITY COUNCIL
January 20, 2016
7:00 P.M. - REGULAR MEETING
Council Chambers
94 Ashfield Road,
Atherton, California

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

7:00 PM REGULAR SESSION

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

Joint Venture Silicon Valley Presentation – By Russell Hancock

Hancock provided an overview of Joint Venture Silicon Valley to the Council. He noted that the groups looks at broad regional issues from transportation to disaster preparedness.

Sustainable Silicon Valley Presentation on Net Positive 2050 Initiative – By Cynthia Clark & Jennifer Thompson

Clark provided an overview of Sustainable Silicon Valley to the Council. The overview included an update on SSV activities and on the Net Positive Mission.

4. **PUBLIC COMMENTS**

Gary Lauder, Atherton resident, spoke about the need to improve traffic flows in Atherton. He suggested that Council give the Transportation Committee a broader mandate to make suggestions for improvements.

Council Member Widmer recognized Atherton resident Clarice Merrill who recently passed away. Mayor Lewis recognized resident Bernie Magnussen who passed as well.

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

6. **CITY MANAGER'S REPORT**

City Manager Rodericks summarized his report.

The Council asked questions regarding the addition of cameras at Holbrook-Palmer Park and the status of code enforcement activity.

7. **COMMUNITY ORGANIZATION ROUNDTABLE REPORT**

CONSENT CALENDAR (Items 8- 13)

8. **APPROVAL OF DECEMBER 16, 2015 REGULAR MEETING MINUTES**

Report: City Clerk Theresa DellaSanta

Recommendation: Approve meeting minutes

9. **APPROVAL OF BILLS AND CLAIMS FOR SEPTEMBER IN THE AMOUNT OF \$846,506**

Report: Finance Director Robert Barron III

Recommendation: Approve Bills and Claims in the amount of \$846,506

10. **ACCEPTANCE OF FISCAL YEAR 2014-2015 BASIC FINANCIAL STATEMENTS, REPORT ON COMPLIANCE WITH THE AGREEMENT FOR DISTRIBUTION OF SAN MATEO COUNTY MEASURE A FUNDS FOR LOCAL TRANSPORTATION PURPOSE, AGREED UPON PROCEDURES REPORT ON COMPLIANCE WITH THE PROPOSITION 111 APPROPRIATIONS LIMIT, AND MEMORANDUM ON INTERNAL CONTROL AND REQUIRED COMMUNICATIONS**

Report: Finance Director Robert Barron III

Recommendation: Accept the FY 2014-2015 Basic Financial Statements and the Memorandum on Internal Control and Required Communications

11. **SECOND READING AND ADOPTION OF AN ORDINANCE AUTHORIZING IMPLEMENTATION OF A COMMUNITY CHOICE AGGREGATION PROGRAM IN THE TOWN OF ATHERTON**

Report: City Manager George Rodericks

Recommendation: Adopt an ordinance authorizing implementation of a Community Choice Aggregation Program in the Town of Atherton

13. **ADOPT RESOLUTIONS AUTHORIZING PARTICIPATION IN CALIFORNIA HERO PROGRAM AND FIGTREE PACE FINANCING PROGRAM**

Report: City Clerk Theresa DellaSanta

Recommendation: Adopt Resolution 16-XX authorizing the Town's participation in the California HERO Program and Adopt Resolution 16-XX authorizing the Town's participation in the Figtree Pace Finance Program

MOTION by DeGolia, second by Lempres to approve the consent calendar excluding Item 12. The motion passed unanimously.

12. **AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL FOR THE EL CAMINO REAL COMPLETE STREETS PLAN**

Report: Community Services Director Mike Kashiwagi

Recommendation: Authorize issuing a Request for Proposal (RFP) for the El Camino Real Complete Streets Plan

The Council heard a brief staff report and discussed the scope of work for the project. The Council identified concerns related to bicycle and pedestrian safety along the corridor and suggested that as the project moves along, staff should include the Transportation Committee and Bicycle/Pedestrian Committee. Further, the Council suggested that if appropriate, and at some future date in the study the Bicycle/Pedestrian Committee could be tasked with reviewing the feasibility of an alternate bicycle route on the northeast side of El Camino Real, similar to the route on the southwest side. Following this additional direction, the Council authorized release of the RFP.

MOTION by Widmer, second by Wiest to authorize issuing a Request for Proposal (RFP) for the El Camino Real Complete Streets Plan. The motion passed unanimously.

PUBLIC HEARING – None

REGULAR AGENDA – (Items 14-18)

14. CONSIDERATION OF PARTICIPATION IN PENINSULA ADVANCED ENERGY COMMUNITY (PAEC) PROJECT

Report: Community Services Director Mike Kashiwagi

Recommendation: Review the letter of commitment to the Peninsula Advanced Energy Community and authorize the Mayor to sign the letter on behalf of the Town

Following the staff report and public comments, the Council discussed the Town's participation in the grant program honing in on risk, timing, cost, grant opportunities, and commitment levels for the Town. Following discussion, the Council authorized release of a commitment letter to PAEC.

15. AFFIRM CONCEPT FOR BIDS FOR MARSH ROAD RETAINING WALL REPAIR

Report: Community Services Director Mike Kashiwagi

Recommendation: Affirm the concept of the Request for Bids for the Marsh Road Retaining Wall project.

Following the staff report and public comments, the Council affirmed the Request for Bids noting that the project needs to be coordinated with various other projects to include the Willow Road interchange and the Town's Recology collection audit. It was noted that the project has a construction window of March 15 to October 15, 2016 and will involve full closures and limited closures of the roadway during that period.

The Council expressed support for defining a construction window that addressed the adjacent agency projects as well as addressed local traffic routing concerns for the roadway with the possibility of extended construction hours.

16. PROVIDE DIRECTION REGARDING PREPARATION OF A REQUEST FOR PROPOSAL FOR PRELIMINARY DESIGN SERVICES TO DETERMINE THE FEASIBILITY AND COST TO CONSTRUCT A ROUNDABOUT AT THE INTERSECTION OF ATHERTON AVENUE AND ALAMEDA DE LAS PULGAS

Report: Community Services Director Mike Kashiwagi

Recommendation: Provide direction regarding the preparation of a Request for Proposal for preliminary design services to determine the feasibility and cost to construct a roundabout at the intersection of Atherton Avenue and Alameda de las Pulgas

Staff presented a staff report and the Council discussed various issues related to the intersection, surrounding intersections, possible projects at adjacent intersections, identification of the issue(s), and overall goal of the effort. Following discussion and public comment, the Council directed staff to prepare a Request for Proposal with an expanded scope to include a broader operational analysis of Alameda de las Pulgas from Town-boundary to Town-boundary and incorporating partner agencies and agency studies where appropriate.

17. CIVIC CENTER PROJECT STATUS REPORT

Report: Community Services Director Mike Kashiwagi

Recommendation: Receive report and provide feedback to the CCAC and staff regarding recommendations from the CCAC on exterior design

The Council discussed the various architectural schematic designs recently reviewed by the Civic Center Advisory Committee and congratulated the efforts thus far. The Council discussed next steps for public outreach as well as the funding and fundraising status for the project.

18. COUNCIL COMMITTEE ASSIGNMENTS

Report: City Manager George Rodericks

Recommendation: Receive and File the Mayor's City Council Committee Assignments

Council Member Widmer noted that he has a scheduling conflict and would be unable to attend the Peninsula Traffic Congestion Relief Alliance meetings. He suggested that a different council member attend.

Vice Mayor Lempres volunteered.

Council accepted the committee assignments with the noted change.

STUDY SESSION AGENDA (Item 19)

19. CIVIC CENTER PROJECT – NAMING CONVENTIONS

Report: City Manager George Rodericks

Recommendation: Review report and provide direction

The Council discussed the various opportunities for recognition of donors within the Civic Center Project and provided feedback to staff to pass along to the Civic Center Advisory Committee and the fundraising group, Atherton Now.

20. COUNCIL REPORTS/COMMENTS - None

21. FUTURE AGENDA ITEMS – None.

22. PUBLIC COMMENTS – None.

23. **ADJOURN**

Mayor Lewis adjourned the meeting at 10:02 p.m.

Respectfully submitted,
Theresa DellaSanta
City Clerk