



**Minutes**  
**Town of Atherton**  
**CITY COUNCIL**  
**February 15, 2012**  
**7:00 p.m.**  
**COUNCIL CHAMBERS**  
94 Ashfield Road  
Atherton, California  
**REGULAR MEETING**

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL** Lewis, Dobbie, Widmer, McKeithen, Carlson – All Present

3. **PRESENTATIONS**- No Presentations

4. **PUBLIC COMMENTS**

William Grindley, reported on high-speed rail. Council Member Dobbie stated that Mr. Grindley was on the radio with Ron Owens discussing the topic of high speed rail. Dobbie noticed that advertising for high speed rail seems to have stepped up and he would like to know how the advertising is funded. William Grindley responded that they are paying KCBS a fair amount to have favorable comments aired. He also noted that a recent poll result shows that 2/3 of the California voters would vote against high speed rail if it were on the ballot today. Mr. Grindley is scheduled to speak in May at the Silicon Valley Leadership Forum on the topic.

5. **REPORT OUT OF CLOSED SESSION**

City Attorney Bill Connors reported on closed session. The first item was a conference with a labor negotiator regarding three different units; Teamsters Local 856, Management Employees & Confidential Unit and the APOA. The Council heard a report and gave instruction to the negotiator. The second item was a conference with legal counsel for a report on several existing cases. Of the four matters the council was briefed on, no action was taken. Anticipated litigation in one particular case was reported and the Council gave instructions on that matter.

6. **CITY MANAGER'S REPORT**

Interim City Manager DellaSanta reported that she met with a representative from Menlo College about having one of the City Council meetings on their campus. This will be a good opportunity to get students involved. If the Council agrees, she would like to have the April meeting on the Menlo College campus.

Council Member Carlson asked about the timing of strategic goals as well as the fiscal budget for 2013. DellaSanta responded that staff will provide a timeline for budget meetings and setting strategic goals.

DellaSanta stated that there is now a Google search engine on Atherton's web site which allows you to more easily search the entire web site. This enables persons to find a certain topic on each staff report that has been archived on the site.

Mayor Widmer asked about the progress of addressing Wi-Fi in the Council Chambers. DellaSanta responded that the library is going share their Wi-Fi so that it is accessible to those attending Council meetings.

Vice Mayor Lewis asked about the Building Department customer surveys. Interim Public Works Director Mike Kashiwagi explained that there are three customer surveys; one for each of the building services: Plan Examining Services, Building Inspection Services and Permit Counter Services. These are printed out in hard copy form and are also available on-line.

Council Member McKeithen asked how the surveys would be distributed. Kashiwagi responded that when a citizen comes to the counter they will fill out a survey or after a building inspection they will be asked to fill out a survey. Also, once a permit is sent in the mail a survey is sent with it. McKeithen asked if there have been any responses yet. Kashiwagi answered that none have been received as of yet. The survey was implemented two weeks ago. McKeithen asked if these will routinely be available. Kashiwagi answered in the affirmative. McKeithen suggested having the surveys available at the front office and not just in the building department. Kashiwagi noted that he would like to capture current data since the new Building Services has been put into place, and not to capture impressions of previous operations.

7. **COMMUNITY ORGANIZATION ROUNDTABLE REPORT** None

**CONSENT CALENDAR** (Items 8-18)

8. **APPROVAL OF NOVEMBER 8, 2011 SPECIAL MEETING AND JANUARY 18, 2012 REGULAR MEETING**

**Recommendation:** Approve November 8, 2011 special meeting and January 18, 2012 regular meeting minutes

**9. APPROVAL OF BILLS AND CLAIMS FOR JANUARY, 2012 IN THE AMOUNT OF \$1,713,867**

**Recommendation:** Approve Bills and Claims in the amount of \$1,713,867

**16. APPROVAL OF ADDING A LINK FOR FEEDBACK TO THE ATHERTON LIBRARY BUILDING STEERING COMMITTEE WEBSITE AND RECEIVE STATUS REPORT ON PUBLIC OUTREACH EFFORTS**

**Report:** Interim City Manager Theresa DellaSanta

**Recommendation:** Approve adding a feedback link to the Atherton Library Building Steering Committee website and receive status report on public outreach efforts

**17. TOWN OF ATHERTON COMMENTS TO FACEBOOK DRAFT ENVIRONMENTAL IMPACT REPORT (DEIR)**

**Report:** Interim Public Works Director Mike Kashiwagi

**Recommendation:** Receive informational report

Councilmember Carlson wanted to compliment Staff on getting a consultant to review the EIR on the Facebook project. The project will have significant impact on not only Marsh and Middlefield but on other Town streets. The Town should consider a long-range plan. For example, the Town doesn't have a bicycle and pedestrian plan like most other cities. Carlson commended the staff for their outreach to East Palo Alto and to the Fire District.

**MOTION by Carlson, second by Vice-Mayor Lewis to approve the consent agenda excluding items 10, 11, 12, 13, 14, 15, and 18. The motion passed.**

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

Council then took up items that were removed.

**10. FINANCIAL REPORT FOR SIX MONTHS ENDED DECEMBER 31, 2011 POST OFFICE**

**Report:** Interim Finance Director Debra Auker

**Recommendation:** Receive the General Fund Financial Report for the six months ended December 31, 2011

Council Member McKeithen would like to propose looking at whether the Town wants to continue providing postal services since the Post Office continues to lose money (\$40,000 a year) and on a daily basis there are only on average of 10 Atherton residents using the post office and 9 Menlo Park residents with the exception being on April 15. Council Member Dobbie would like to see the Post Office remain but if a staff report is prepared, he would like it to include option of machines/automation. Vice-Mayor Lewis agrees the Council should discuss the Post Office including possible enhancements, possible remodel, but doesn't think it should be closed down.

**MOTION by Carlson, second by Vice-Mayor Lewis to Receive the General Fund Financial Report for the six months ended December 31, 2011. The motion passed.**

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

**11. APPROVAL OF AGREEMENT FOR PROFESSIONAL SERVICES WITH RENNE SLOAN HOLTZMAN SAKAI LLP**

**Report:** Interim City Manager Theresa DellaSanta

**Recommendation:** Authorize the Interim City Manager to execute an agreement for Professional Services with Renne Sloan Holtzman Sakai LLP for labor negotiation services in an amount not to exceed \$12,300

Council Member McKeithen requests that when an agreement needing counsel's signature is brought before Council that it be signed by City Attorney so the Council knows that the City Attorney has in fact had a chance to look at the agreement. Bill Connors remarked that he prepared the agreements so he had seen them.

**MOTION by McKeithen, second by Vice-Mayor Lewis to approve agreement for professional services with Renne Sloan Holtzman Sakai LLP for labor negotiation services in an amount not to exceed \$12,300. The motion passed.**

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

**12. REVISIONS AND EXTENSION OF AGREEMENT FOR LEGAL SERVICES**

**Report:** Interim City Manager Theresa DellaSanta

**Recommendation:** Authorize Interim City Manager to execute an agreement with William B. Connors for legal services in an amount not to exceed \$12,800 per month.

Council Member McKeithen would like to suggest that Council meet in closed session and review the City Attorney's performance before authorizing an increase and a new contract.

Council Member Dobbie has no problem approving the new contract as is without a review. Carlson agrees but states that perhaps there is a reason it should be discussed.

Council Member McKeithen said when the agreement was entered into it was agreed that in six months it would be revisited. As a Council it is good stewardship to meet and discuss what has occurred.

McKeithen would like to amend the agreement, Section 3 – J regarding Duties. The current language references "monitor pending and current legislation and case law and report," Councilmember McKeithen would like that wording broadened to include legal developments pertinent to municipalities.

McKeithen would like clarification about the clause regarding the City Attorney not being required to carry errors and omissions insurance. What implications does it hold for the Town?

Bill Connors remarked that the original legal services agreement did not require insurance since none of the other Town employees must have insurance. He found the practice of requiring insurance coverage discriminatory. He could get insurance but would need to renegotiate the agreement and compensation.

Open for public Comment.

Jon Buckheit, Atherton resident, as a former CEO of a company, I have seen many contractors that provide professional services to companies be required to carry E & O insurance. On the subject of the increase, the proposed is a 30% raise. It was mentioned that this increase can be justified and that the net legal budget has gone down during the tenure of Mr. Connors. Is there conclusive evidence that the reduction was directly related to the work of Mr. Connors? I would support offering Mr. Connors a performance bonus of some amount if in fact certain benchmarks are reached (i.e. budget stays under a certain amount.)

**MOTION by Widmer, second by Lewis to approve the agreement pending a satisfactory performance review with the increase being retroactive to February 1, 2012. Additionally, the City Attorney will monitor legislation and legal developments pertaining to municipalities and report to the Council accordingly. The motion passed.**

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

**13. DESTRUCTION OF RECORDS**

**Report:** Interim Police Chief Ed Flint

**Recommendation:** Adoption of Resolution 12-xx approving destruction of records authorized by Town approved Records Destruction Policy number 1.1

Council Member McKeithen would like to know how much space the records take up. Police Chief Flint stated that this is standard operating procedure. Records are not destroyed if there is pending litigation or if an employee has recurring problems or deficiency with regards to performance. McKeithen asked how much space the records use. Flint said that the records take up a few four-foot file cabinets.

McKeithen wants to know if any of the records are formal complaints or investigations and if any involve persons still employed by Atherton. Flint responded in the affirmative. McKeithen feels it would make sense to keep files pertaining to those employees no matter how old the files.

Flint noted that it is his responsibility to oversee the records and make a determination to see if the records contain pertinent information.

McKeithen states that since Flint was not the Chief at the time of these incidents that it may not be readily evident. She would like retain records, even if the complaint wasn't sustained, it might be something of a pattern. If the officer is still active – it should be kept as a historical employment record.

Jon Buckheit, Atherton resident, it's not a space/financial issue. There is no law to be broken to keep the records longer. The article in the Daily Post said that none of the records reference current employees. There should be a "permanent record." The assertion that none of the complaints were sustained is not necessarily relevant. Some of the records do involve repeat complaints with officers that are still on the force. The records should not be destroyed.

Council Members Carlson and Dobbie noted that they trust Flint's judgment here. Vice Mayor Lewis asked the Interim City Manager DellaSanta about the language that says someone can review and decide to dispose of the records. What are the standards by which the decision will be made and who will make the decision? DellaSanta answered that the Chief of Police is given the authority to review documents and determine if they are relevant in current litigation and if they might be

necessary in the future. Vice-Mayor Lewis has confidence that the Chief of Police can handle this responsibly.

Council Member McKeithen feels that public perception will be negative. It involves a minimum amount of space, a minimal number of years. Given the public perception, everything possible should be done to show that the Town is above board. If that means retention of records in a small amount of space they should do it.

Mayor Widmer feels that police have improved performance and public perception. Mayor Widmer states that if someone is still on the force the records should be maintained. If an officer is no longer on the force and the 5 years have passed then the records can be destroyed.

Flint responded that he understands the Council's concerns. Destruction of records is a standardized policy supported by law and he was trying to follow policy.

Interim City Manager DellaSanta commented that this is going to come up more often now that the Town has a records retention policy.

**MOTION by Widmer, second by McKeithen to Adopt Resolution approving destruction of records authorized by Town approved Records Destruction Policy number 1.1 only for records that involve employees who no longer work for the Town. The motion passed.**

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

**14. APPROVAL OF ONE -YEAR LEASE EXTENSION WITH KNOX PLAYSCHOOLS, INC. AT HOLBROOK-PALMER PARK**

**Report:** Interim City Manager Theresa DellaSanta

**Recommendation:** Approve a lease extension from July 1, 2012-August 30, 2013 with Knox Playschools, Inc. for the operation of the Playschool in Holbrook-Palmer Park

Council Member McKeithen stated the rental produces \$90,000 for 14 months, serves 31 Atherton children and the school gives preference to Atherton children. If the school were only to receive a one-year lease extension the operators would have no reason to make the necessary renovations to the buildings. McKeithen would like to extend it beyond the one year with the understanding that Knox Playschool makes the necessary renovations. The Town would have an improved asset and the Playschool would have additional years in its contract.

Dobbie understands they want a multi-year lease, but the Town has told them they will only get a one-year extension. It is uncertain at this time what's going on with the park. Dobbie suggests revisiting in 6 months when we have a better idea of what's going on with the park.

Carlson stated that the Town owns the building and the playschool would be required to make the renovations. If the Council wants the Playschool to stay we should give them a one-year lease and then come back with the conditions for a multi-year lease. The buildings in question are portable buildings that have a life span of 20 years and are beyond their useful life. As part of that negotiation they might want to look at replacement rather than repair.

Carlson suggested looking at other locations for the school. There appears to be a traffic bottleneck where it is located right now. Carlson recommended a one-year extension at this time and then look at a long-term decision.

Vice Mayor Lewis agrees with Councilmember Carlson. The staff report did not include information on the possible cost of renovations. The buildings are in poor condition and the renovations may be more extensive than the current operator may be willing to undertake. Traffic is still a problem.

McKeithen expressed concern that the lessee was not contacted. She thinks that once the EIR for the library site is finalized, that might be a perfect opportunity since they will have looked at the traffic. It will be known then if it is an issue. This might give the operator more of an idea of what to do and make some informed decisions.

Susan Knox, Knox Playschool owner, noted that she had conversations with former City Manager John Danielson. She stated one building is about 40 years old. And the other building is approximately 10 years old. They may need replacement of the older building. She would prefer a multi-year extension but feels the one year is reasonable at this time to allow the Council to decide the future of the park and library.

McKeithen asked Ms. Knox how she would feel about contributing to the upgrades. Ms. Knox said it is possible. Replacing the buildings is very expensive. Ten years ago she had the acquired the second building. To offset the cost of the second building, the Town waived the rent for a period of five years at which time the building is owned by the Town. McKeithen asked if this might be possible for future improvements. Ms. Knox would need to review the cost.

Carlson asked Knox if the building can withstand one additional year. Ms. Knox answered that it can.

Carlson would like a Staff report regarding the building renovation or replacement and financial options. Interim City Manager DellaSanta responded in the affirmative. McKeithen wants to know if the structure can be renovated or repaired and the cost of each option and financing options. Staff should also review the EIR about where it might be best located.

**MOTION by Mayor Widmer, second by McKeithen to approve the one-year lease adding that in six months there will be a staff report and the Interim City Manager will open discussions with the applicant for Council consideration following completion of the Library EIR that Council will review the issue in six months. The motion passed.**

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

**15. PROPERTY TAX EXCHANGE FOR THE PROPERTY AT 70 CAMINO POR LOS ARBOLES (APN 070-302-300)**

**Report:** Interim Finance Director Debra Auker

**Recommendation:** Approve resolution 12-xx, a property tax exchange with the County of San Mateo for the property located at 70 Camino Por Los Arboles (APN 070-302-300)

Councilmember McKeithen asked if the Town will receive 6% of the property tax and the county gets approx 20% because of Fire district etc. Based on assessed value we get \$192 a year in

property tax from this parcel. McKeithen asks why it is assessed at only \$299,000 with an accessory structure. McKeithen would like to know if this property is going to be reassessed. Finance Director Debra Auker answered that it should not trigger a new assessment but any new construction would. Town Planner Neal Martin said that a change of ownership or new construction would trigger a new assessment.

Councilmember McKeithen wants to know why they're doing this other than they want their property to be in the same place since some of it is in Atherton and some of it is unincorporated. McKeithen expressed the opinion that the property will be more valuable to have it all in Atherton. Auker answered that there is a county policy for LAFCO (Local Agency Formation Commission). It has to do with some of the policies of the ownership of properties. Councilmember McKeithen asked if the Town can assess a parcel tax. Debra Auker responded that the parcel is subject to a parcel tax.

**MOTION by Carlson, second by Lewis to approve resolution 12-xx, a property tax exchange with the County of San Mateo for the property located at 70 Camino Por Los Arboles (APN 070-302-300). The motion passed.**

Ayes: 4 Nays: 0 Abstain: 1 Absent: 0

**18. REORGANIZATION OF POLICE DEPARTMENT COMMUNICATIONS CENTER**

**Report:** Police Chief Ed Flint

**Recommendation:** Reclassify the Communications Supervisor position to Dispatcher

Police Chief Flint provided the staff report and noted that before his tenure the Communication center was structured with four dispatchers and one supervisor. At some point the Dispatcher left and the position was not filled because it was frozen due to budget. In the interim, the supervisor filled in and started doing a dispatch job. The Dispatch Supervisor currently does very little supervision. The staff is on different shifts so he doesn't see the employees he is supposed to be reviewing. Operational supervision falls to the police sergeant who is the watch commander for the shift.

Police Chief Flint's recommendation is to allow the operational supervision to go to the police sergeant that are working the shift and do away with the position of Supervisor. He recommends the individual remain as a dispatcher, which he's been doing with 90% of his time anyway. The remainder of administrative tasks will be divided up among administrative staff.

Council Member Dobbie appreciates the \$29,000 in savings. Vice Mayor Lewis thinks it's a good management analysis and a good move to streamline the organization.

Jon Buckheit, Atherton resident, this proposal is right on. The supervisor gets an extra \$30,000 for being a supervisor without any supervisor duties. It's outrageous. Would he continue to be the records supervisor?

Police Chief responded that he will be doing what he's primarily been doing; dispatching and some of the records management is going to go to administrative staff. All of the dispatchers have some training in records management, pulling police reports etc. There is staff on every watch that is familiar with what they need to do as far as records are concerned. There will be supervisors in the

field and in the office that are working those shifts and some of the administrative staff will deal with some of the records management issues.

Citizen recommends that if the public wants to get access to police records that the City Attorney handles it, not a dispatcher.

**MOTION by McKeithen, second by Carlson to approve Reorganization of Police Department Communications Center. The motion passed.**

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

**PUBLIC HEARINGS - None**

**REGULAR AGENDA – (Items 19-20)**

**19. TOWN CENTER TASK FORCE (NEW TOWN CENTER) PROGRAMMING ANALYSIS AND PUBLIC OUTREACH PHASE REPORT AND REQUEST FOR \$5,000 TO COVER COSTS**

**Report:** Interim City Manager Theresa DellaSanta

**Recommendation:** Approve Nichols Melburg and Rossetto AIA & Associates, Inc. (NM&R) to meet with Town of Atherton staff to re-assess current head-count and space needs to determine appropriate programming for project and authorize the Town Center Task Force to begin the Public Outreach Phase in coordination with NM&R for a total amount not to exceed \$5,000

Vice Mayor Lewis reported that at the January 26, 2012 meeting the Town Center Task Force discussed the preferred architect Nichols, Melberg & Rossetto (NM&R) and discussed how to proceed with the town center task force project. The firm needs to evaluate and verify the staffing needs, the facility needs, the sizing of the project as the conceptual design that was presented by the architects was based on very little information. No square footage was provided and programming information was from 2010. Les Melberg suggested that he and his staff meet with the department heads and evaluate current and future needs and verify the space requirement to resize the building accordingly. Estimated cost for this task \$2,500. The Task Force would also like the City Attorney to review the contract that NM&R has submitted and to authorize the Town Center Task Force to begin public outreach phase in coordination with the architectural firm and to use the balance of funds, approximately \$2,500 to use for marketing.

Vice Mayor Lewis also announced that the Mayor had replaced Council Member Carlson on the task force. The new town center will be built with the approval of the citizens and fundraising efforts. The Task Force is not asking the Town to fund the project, just need a kick start to get it going.

Mayor Widmer commented that the Town Center Task Force is very dedicated and are already talking to potential donors. The diagrams were conceptual and were made a long time ago. Before the Town moves forward it would be prudent to revise the space needs to have something more relevant to talk to potential donors. The firm is very accommodating and will set up virtual tours of the building to have relevant information for the neighborhood meetings. It takes money to make money. The Town will not fund the project, but needs to help get it started.

Councilmember Dobbie cannot agree to the requested \$5,000 authorization. The architectural firm came in knowing it would be pro bono work. He doesn't think we should be paying for it. The key is to determine what space we're going to need. He wasn't impressed by the drawings as it didn't tie in with Atherton. He would be happy to let the Town Center Task Force move ahead but not pay NM&R. The agreement was simple; we wouldn't spend any Town money.

Councilmember Carlson is surprised to see the request. He would like to see more background information.

Town Center Task Force member Phil Lively reported they had a great meeting with the architects. The example provided is if they are going to design a residence, they need to meet with the family. The architect would like to be a part of assessing needs for project. The architect has great background in public outreach. Need to get preliminary ideas based on new space needs and take them to public meetings early this spring and certainly by the middle of June. The Task Force thought the \$5,000 was a good place to start.

Vice Mayor Lewis addressed Councilmember Carlson's comment about where this came from, noting we can spend a couple of thousand of dollars to re-verify the space and utilize his forms. The Architect would like to be part of the analysis because of his experience with new building, he can analyze the needs; common space needs, etc. We also need marketing pieces. Mayor Lewis doesn't want to utilize Town funds as there are donors ready to give money. But the legal entity hasn't been finalized so we can't accept private donations yet.

Vice Mayor Lewis stated that the Architect already did a lot of work on the conceptual design. They've done some good work. Maybe it could work as a loan to be paid back from the fundraising efforts. Vice Mayor Lewis thinks it a minimal amount.

Councilmember McKeithen never wants to spend money without understanding why it's being done but expressed that it's important to spend money here. The Town needs to do some good things. The Town has been confronted with some negative items in the past and will continue to face negative issues. The Town Center is something positive to work on. It's a good faith donation from the Town. Councilmember McKeithen wants to know what the public outreach will be like. She has confidence in the task force that they will do some fine marketing. The City Attorney's time is covered under the retainer.

Councilmember Dobbie wants the funds repaid.

Mayor Widmer thinks it's a small price to pay. Agrees with Councilmember McKeithen. Remarked that the task force members were so impassioned about the project that they were talking about coming up with the money themselves. After all the fundraising is done – if there is enough to pay it back it gets paid back. No interest.

**MOTION by Carlson, second by McKeithen to approve Town Center Task Force (New Town Center) Programming Analysis And Public Outreach Phase Report And Request For \$5,000 To Cover Costs. The motion passed.**

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

**20. AUTHORIZATION FOR INCLUSION AND EVALUATION OF ATHERTON LIBRARY BUILDING STEERING COMMITTEE PROPOSED PLAN FOR RELOCATION OF MAIN HOUSE USES IN THE ENVIRONMENTAL IMPACT REPORT (EIR)**

**Report:** Community Service Director Mike Kashiwagi

**Recommendation:** Adopt a motion authorizing the EIR Consultant to include and evaluate the ALBSC proposed plan for relocation of Main House uses in the Library Building EIR. That evaluation may then be used by the Parks and Recreation Commission and others in formulating its recommendation concerning the location of the library in the Park to the City Council.

Neal Martin presented the staff report. He noted that under CEQA, an EIR needs to include a complete description for a proposed project and that means all of the actions that are necessary to complete or carry out a project. In this case the Council directed preferred alternative for the location of the new library is the current location of the Main House. Current uses in the Main House includes; the park supervisor's office, meeting space, foundation office, art committee office and other uses. The project description must have a proposed disposition for these uses. The steering committee prepared the proposed project description and disposition of uses. Most of the proposed relocations would be within the new library building, with the exception of the park supervisor, which would be located in the park corporation yard office or the Carriage House. The Dames storage is recommended being moved to the second floor of the Carriage House. The details of the relocation is not necessary at this time, Council can state that relocation of uses will occur in either the new Library building or other town buildings.

Councilmember Carlson expressed concern enumerating the specific designations at this time. Organizations should have a voice once they know what the options are. Neal Martin noted that we need to ensure that another building won't be needed that would cause environmental impact. Carlson asked why the specifics need to be decided at this time and would prefer to have some flexibility. He also asked for clarification of what is meant by "basic library services". Does this include residents in the unincorporated area? Staff should meet with the County to resolve this issue for Council discussion at a later date.

Vice Mayor Lewis wants to know why they have to be enumerated now and why they are so limited. There are several other places that these uses could be. Are we redefining terms of what a library is?

Neal Martin thinks it's best to be more specific rather than less. He noted that in his experience with CEQA. It is better to be more specific.

Vice Mayor Lewis still wants to know how some of these uses can be incorporated into the Library. Some of these uses are not library related.

Mayor Widmer suggested analyzing worst case scenario in the EIR.

Neal Martin answered that this is true. This is not being brought up for Council to approve the new designations. This is the part of the project description for the EIR.

Councilmember McKeithen adds that the Committee did consult with the park supervisor, the arts committee, and the Dames. Meeting rooms can be in a library. They can even rent them out to people outside of the jurisdiction. The arts committee would be part of the library.

Denise Kupperman reiterated that this is for the purpose of the EIR, part of the planning process. Meeting rooms are typically in new libraries. Some groups meet there every month. It could be part of the final plan. She also noted that all groups concerned have been reached.

Vice Mayor Lewis wants an amendment to encompass the new Town Center in the EIR. Mayor Widmer asked staff if this would be appropriate. Neal Martin answered that it would not be appropriate at this time. The EIR should reference existing buildings.

Council Member Carlson noted that the Council needs to decide whether the library should be for the use of Atherton residents or for people in and around the unincorporated area.

**MOTION by McKeithen, second by Dobbie to approve authorization for inclusion and evaluation of Atherton library building steering committee proposed plan for relocation of main house uses in the Environmental Impact Report (EIR). The motion passed.**

Ayes: 4 Nays: 1 (Lewis) Abstain: 0 Absent: 0

**21. COUNCIL REPORTS**

Council Member Carlson noted that PGE is continuing to provide C/CAG and member cities with monthly updates of corrective action they are taking with their gas pipelines. There are still problems with not notifying an agency before beginning some significant work. Members on the C/CAG board have expressed their dissatisfaction that the chairman of the PUC is acting as one of the co-chairs to determine what penalties should be assessed against PGE since the PUC's lack of effective oversight contributed to the pipeline problems and tragedy in one of our cities.

Vice Mayor Lewis reported on the League of Cities boot camp. She recommends council members attend future sessions in order to gain further knowledge of the roles of elected officials. She also attended DARE graduation with 191 DARE graduates.

Mayor Widmer asked fellow Councilmembers to submit monthly reports to help keep other Councilmembers informed.

**22. FUTURE AGENDA ITEMS**

- A. **2012 EVENT BOOKING AT HOLBROOK PALMER PARK** – Vice-Mayor Lewis/Widmer

**MOTION by Lewis, second by Widmer to add to a future agenda. The motion passed unanimously.**

- B. **HANDBOOK FOR COMMITTEE & COMMISSION MEMBERS** –Vice-Mayor Lewis/Widmer

**MOTION by Lewis, second by Widmer to add to a future agenda. The motion passed unanimously.**

**23. PUBLIC COMMENTS - None.**

**24. ADJOURN**

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

Mayor Widmer adjourned the meeting at 9:09 p.m.

**Respectfully submitted,**

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**Theresa DellaSanta  
Deputy City Clerk**