



**Minutes
CITY COUNCIL/ATHERTON CHANNEL
DRAINAGE DISTRICT MEETING**

December 20, 2000

7:00 p.m.

TOWN COUNCIL CHAMBERS

94 Ashfield Road
Atherton, California

REGULAR MEETING

Mayor Fisher called the meeting to order at 7:07 p.m.

1. ROLL CALL

PRESENT:
Kathy McKeithen
James R. Janz
Alan B. Carlson
Dianne M. Fisher
William R. Conwell

Interim City Manager Ralph Freedman and City Attorney Marc Hynes were also present.

2. COUNCIL REPORTS

Vice Mayor Carlson asked that the City Manager place discussions on storm drainage and street improvements on all future agendas.

3. PUBLIC COMMENTS

The following members of the public spoke:

Henry Ilg, 86 Leon Way
Mia Meyer, 26 Southerland Drive, on sports courts built close to property lines.
Sandy Crittenden, 117 Heather Drive
John Rugeiro, 10 Stockbridge Avenue
John Sisson, 26 Belleau Avenue

The Council requested that the City Manager report back on the issue of sports courts causing a nuisance.

4. CITY MANAGER REPORTS

Item received late and added to the agenda:

- **Request from San Mateo County Board of Supervisors for funding for a new emergency shelter in South San Francisco.**

MOTION – to contribute \$5,000 from the Contingency Fund toward funding of a new emergency shelter in South San Francisco.

M/S Conwell/Janz

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

CITY MANAGER REPORTS - continued:

- **An Employee Recognition Luncheon was held this week with the following employees receiving recognition for years of service: Mike Hood 5 years, Jean Cardona, 10 years, Brad Mills, 10 years, Mike Anderson, 15 years, Mike Guerra, 15 years, Chris Madsen, 20 years, and Glenn Nielsen, 20 years.**
- **A summary of issues that were addressed during the year 2000 included the following:**
 - **New fees were put into place to fund operations as a result of the parcel tax failure.**
 - **A new audit firm was hired.**
 - **The Town contracted with an outside firm to audit potential management problems.**
 - **McKinsey and Company's recommendation for program budgeting was implemented in this year's budget.**
 - **The issue of openness in the activities of the Town has been addressed.**
 - **The Town Web Site has been developed, providing access to the Municipal Code, Agendas, Minutes, and other information.**
 - **Town purchases have been streamlined, including gasoline now being purchased from Redwood City, and State contracts being used for cell phone service.**
 - **Deficiencies in the Finance Department have been identified.**
 - **A classification and compensation study was conducted and all job classifications have been rewritten.**
 - **A new five-year police agreement was signed.**
 - **The Town conducted a successful search for a new Police Chief.**
 - **Reorganized the structure of the Police Department.**
 - **Modified the structure of the Public Works Department, including placing the Park Department under Public Works.**
 - **Contracted for street and storm drainage studies.**

- **Suggested items to be addressed in 2001:**
 - **The Council should become more cohesive in future issues.**
 - **Newly elected Council Members may be interested in the League of Cities New Council Member Conference.**
 - **Goal setting sessions should be conducted with the City Manager and Staff.**
 - **Team building sessions should be considered with an outside facilitator for the City Manager and City Council.**
 - **Council should consider placing a Parcel Tax on the June ballot for funding for overhires for the Police Department, keeping compensation competitive for all Town employees, maintenance of streets and storm drainage, and miscellaneous Capital Improvements.**
 - **Council should continue to address restoring trust and confidence.**
 - **Discuss financing streets and storm drainage improvements.**
 - **A formal plan for Holbrook-Palmer Park should be developed.**
 - **The City Manager will continue to try to fill vacancies in order to provide optimum services to the Town.**

- **The Interim City Manager and the Public Works Director have talked to consultants from Nichols Consulting Engineers regarding amending their contract to include specific data on the remaining 70% of the streets that were not tested.**

Mayor Fisher directed the Interim City Manager to bring back proposals for goal setting meetings and a team building session. She also asked that the Parcel Tax, and Streets and Storm Drainage issues be placed on the January agenda.

5. DEPARTMENT HEADS' REPORTS – No reports.

6. COMMUNITY ORGANIZATION ROUNDTABLE REPORT

Mike McPherson, Park and Recreation Commission, gave an update on the report on Holbrook-Palmer Park being prepared as required by Resolution 00-28. Each item in the resolution has been assigned to either a member of the Park and Recreation Commission or a member of Staff. The Park and Recreation Commission will address this at their January meeting and plan to present a final report to the City Council in March.

CONSENT CALENDAR

MOTION – to remove Items 10 and 12 and place on the regular agenda as Items 15 and 16.

M/S Conwell/Carlson

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

MOTION – to approve the remaining items on the Consent Calendar.

M/S Conwell/McKeithen

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

7. APPROVED OF MINUTES OF SPECIAL MEETING OF 11/15/00, AND REGULAR MEETING OF 11/15/00

8. APPROVED BILLS AND CLAIMS FOR NOVEMBER 9, 2000 THROUGH DECEMBER 8, 2000 IN THE AMOUNT OF \$440,043.27

9. RESOLUTION NO. 00-30, DESIGNATING PERMIT PARKING ON PORTIONS OF ALEJANDRA AVENUE, BRITTANY MEADOWS, MACBAIN AVENUE, AND HOWARD WAY

Adopted Resolution No. 00-30, designating permit parking on portions of Alejandra Avenue, Brittany Meadows, MacBain Avenue, and Howard Way and repealing any other resolutions related to permit parking on these streets.

11. DECLARATION OF SURPLUS PROPERTY

Declared specific Town property as described in Exhibit “A” as surplus, and authorized the City Manager to dispose of said property.

13. CITY ATTORNEY REPORT ON POLITICAL SIGNS

Accepted City Attorney report on political signs.

REGULAR AGENDA

14. COUNCIL COMMITTEE ASSIGNMENTS FOR 2001

MOTION – to approve the Council Committee assignments as submitted by the Mayor with the following changes: Council Member Janz will serve as the ABAG representative, with Council Member Conwell serving as alternate, and Council Member Conwell will serve on CCAG, with Council Member Janz serving as first alternate.

M/S Conwell/Carlson

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

15. ACCEPTANCE OF WORK AND AUTHORIZATION TO RECORD A NOTICE OF COMPLETION FOR THE LITTLE LEAGUE BALL FIELD AT HOLBROOK-PALMER PARK

Council Member McKeithen expressed concerns regarding Staff's request for acceptance of the work prior to completion of the project. Interim City Manager Ralph Freedman explained that the project is basically completed with only cleanup work to be done. If the Council does not accept the work at this meeting, it would have to be held over for another thirty days.

MOTION – to accept the work and authorize the recording of a notice of completion for the Holbrook-Palmer Park Little League Field, Project 00-004, upon the City Manager's determination that the final punch list items have been attended to.

M/S McKeithen/Janz

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

16. CONSIDERATION OF LETTER FROM LINDA LIEBES, GENERAL PLAN COMMITTEE – HERITAGE TREE PROTECTION

Mayor Fisher discussed the letter from Linda Liebes regarding the Council's consideration that basements should not extend outside the footprint of a structure in order to ensure adequate soil for large, future Heritage trees.

Council Member McKeithen requested that the General Plan Committee address the issues of enforcement of Heritage tree removal, and the provision for noticing neighbors of permit applications.

MOTION – to accept the letter from Linda Liebes and refer the matter, along with a request for further review of the Heritage Tree Ordinance, back to the General Plan Committee.

M/S McKeithen/Janz

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

17. PUBLIC COMMENTS #2

**Henry Ilg, 86 Leon Way
John Sisson, 26 Belleau Avenue
John Rugeiro, 12 Stockbridge Avenue
Charles Marsala, 33 Emilie Avenue
Smith McKeithen, 11 Maple Leaf Way**

18. ADJOURN TO CLOSED SESSION

MOTION - to adjourn to closed session.

M/S Conwell/Carlson

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

19. CLOSED SESSION

The meeting adjourned at 9:20 p.m. to a closed session continued from the 5:00 p.m. meeting.

The Council reconvened to open session at 12:00 a.m. The following action was taken:

- A. Conference with Labor Negotiator pursuant to Government Code Section 94957.6. Agency Negotiator – Ralph Freedman, Interim City Manager. Employee Organization: Management.**

The Council voted unanimously to pay Management employees at the 60th percentile as it pertains to salary based on the Koff and Associates survey of twelve benchmark cities.

The meeting adjourned at 12:05 a.m.

Respectfully submitted,

Sharon Barker, City Clerk