



**Town of Atherton
CITY COUNCIL/ATHERTON
CHANNEL DRAINAGE DISTRICT
AGENDA
March 15, 2000
6:00 p.m.
TOWN COUNCIL CHAMBERS
94 ASHFIELD ROAD
ATHERTON, CALIFORNIA

SPECIAL MEETING**

- 6:00 P.M.** 1. **ROLL CALL** Carlson, Conwell, Dudley, Fisher, Chapman
- 6:01 P.M.** 2. **CLOSED SESSION**
- A. PUBLIC EMPLOYMENT Pursuant to Government Code Section
54957
- Title: City Manager
- 6:55 P.M.** 3. **OPEN SESSION**
- A. PUBLIC COMMENTS
- 7:00 P.M.** 4. **ADJOURN**

Please contact the City Clerk's office at (650) 752-0529 with any questions

C:\Data\Agenda\1999\CC03.15.00Agenda

Dated & Posted 03.14.00



**Town of Atherton
CITY COUNCIL/ATHERTON
CHANNEL DRAINAGE DISTRICT
AGENDA**

March 15, 2000

7:00 p.m.

TOWN COUNCIL CHAMBERS

94 ASHFIELD ROAD
ATHERTON, CALIFORNIA

REGULAR MEETING

- 7:00 P.M. 1. **ROLL CALL** Carlson, Conwell, Dudley, Fisher, Chapman
- 7:05 P.M. 2. **PRESENTATIONS**
- A. Proclamation for Administrative Professionals Week
- 7:10 P.M. 3. **COUNCIL REPORTS**
- 7:20 P.M. 4. **PUBLIC COMMENTS** (only for items which are not on the agenda - limit of three minutes per person)
- 7:30 P.M. 5. **CITY MANAGER'S REPORT**
- 7:45 P.M. 6. **POLICE CHIEF'S REPORT**
- 7:50 P.M. 7. **COMMUNITY ORGANIZATION ROUNDTABLE REPORT** (Directed by Resolution No. 99-6)
- 7:55 P.M. **CONSENT CALENDAR** (Items 8 through 11)
8. **MINUTES OF REGULAR MEETING OF 02/16/00**
9. **BILLS AND CLAIMS FOR FEBRUARY 11, 2000, THROUGH MARCH 8, 2000, IN THE AMOUNT OF \$ 468,639.32**

CONSENT AGENDA (Continued)

10. **APPROVAL OF USE OF THE CREATIVE DESIGN BUILDING IN HOLBROOK-PALMER PARK BY KNOX PLAYSCHOOLS, INC. TO HOLD SUMMER SESSION – JULY/AUGUST, 2000**

Recommendation: Approve the use of the Creative Design Building by Knox Playschool, Inc. to hold a summer session during the months of July and August, 2000, at a cost of \$729.00 per month plus \$100 per month maintenance fees.

11. **AUTHORIZATION OF THE PURCHASE OF TWO BUDGETED FIELD PATROL VEHICLES**

Recommendation: Authorize the purchase of two Ford Crown Victoria “Police Interceptor” police cars from Towne Ford of Redwood City, California, and authorize the City Manager or his designee to sign all necessary documentation; waive the purchasing requirements of the Atherton Municipal Code; and declare existing fleet vehicles #6 and #13 as surplus and available for auction.

REGULAR AGENDA (Items 12 through 20)

- 8:00 P.M. 12. **DISCUSSION AND POSSIBLE ACTION – BUDGET ADJUSTMENT FOR THE ATHERTON ARTS COMMITTEE**

Recommendation: Authorize the Interim City Manager to transfer \$15,000 from the Rita Corbett Evans Estate Trust Undesignated Fund Balance to the Atherton Arts Committee budget.

- 8:10 P.M. 13. **DISCUSSION AND POSSIBLE ACTION – CREATION OF AN AUDIT COMMITTEE**

Recommendation: Approve the creation of an Audit Committee, which would have the following membership: the two Council Members who are on the Finance Committee, the City Manager, the Finance Director, and two citizens of Atherton.

REGULAR AGENDA Continued

- 8:20 P.M. 14. DISCUSSION AND POSSIBLE ACTION – AUDIT PROPOSALS
ANNUAL FINANCIAL AUDIT**

Recommendation: Authorize the Interim City Manager to execute an agreement with the public accounting firm of Caporicci, Cropper & Larson, LLP, to conduct the annual financial audit of the Town for three years with an option for the Town to contract for an additional two years. The agreement would commence with the audit of the Town finances for the fiscal year ending June 30, 2000.

- 8:30 P.M. 15. DISCUSSION AND POSSIBLE ACTION – TOWN
REORGANIZATION – PUBLIC WORKS, BUILDING, AND PARKS**

Recommendation: Authorize the Interim City Manager to shift the Park Maintenance and the Engineering Review of Building Plans functions from the Building Department to the Public Works Department, and place the Parks Programs Director under the supervision of the Public Works Director.

- 8:45 P.M. 16. REINTRODUCTION OF ORDINANCE NO. 512, AN ORDINANCE OF
THE CITY COUNCIL OF THE TOWN OF ATHERTON AMENDING
VARIOUS SECTIONS OF THE ATHERTON MUNICIPAL CODE
REGULATING BUILDING HEIGHT REQUIREMENTS WITHIN
THE TOWN OF ATHERTON**

Recommendation: Reintroduce Ordinance No. 512, and waive further reading.

- 8:55 P.M. 17. AWARD OF CONTRACT - 358 WALSH ROAD REINFORCED
CONCRETE BOX CULVERT REPLACEMENT - CONTINGENT ON
SUPPLEMENTAL FEMA FUNDING AND CONSIDERATION OF
AGREEMENT FOR TEMPORARY EASEMENT**

Recommendation: 1) Award the contract for construction of the 358 Walsh Road Reinforced Concrete Box Culvert Replacement Project to Valentine Corporation, contingent on supplemental FEMA funding. 2) Approve an agreement for a Temporary Easement at 372 Walsh Road.

REGULAR AGENDA Continued

- 9:05 P.M. 18. DISCUSSION AND POSSIBLE ACTION – CARPET REPLACEMENT AND AIR CONDITIONING OF THE MAIN HOUSE, HOLBROOK-PALMER PARK, AND AUTHORIZATION TO SEEK ARCHITECTUAL BIDS FOR THE RENOVATION AND EXPANSION OF THE PAVILION.**

Recommendation: 1) Approve the expenditure of up to \$6,000 for the replacement of the carpeting on the main floor of the Main House at Holbrook-Palmer Park, and the expenditure of \$11,000 for the installation of air conditioning in the Main House, with a contingency amount of \$1,700, for a total of \$18,700; authorize the expenditure of said funds from the Town’s Reserve Fund. 2) Authorize the City Manager to seek proposals from architects for the renovation and expansion of the Pavilion.

- 9:15 P.M. 19. FIRST READING AND INTRODUCTION OF ORDINANCE NO. ____, AN ORDINANCE OF THE CITY COUNCIL OF THE TOWN OF ATHERTON AMENDING SECTION 2.04.040 OF THE ATHERTON MUNICIPAL CODE, RELATING TO TERM LIMITS FOR MAYOR AND VICE MAYOR**

Recommendation: Introduce Ordinance No. ____, and waive further reading.

- 9:20 P.M. 20. DISCUSSION AND POSSIBLE ACTION - PUBLIC WORKS ADMINISTRATION OFFICE RELOCATION**

Recommendation: Purchase a customized and refurbished used 12’x 56’ trailer from Mobile Modular of Livermore, place it on the street side of the permit center and make the connection between the permit center and trailer through a corridor that runs parallel to the used trailer.

- 9:30 P.M. 21. CLOSED SESSION**

A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957

Title: City Manager

CLOSED SESSION Continued

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Pursuant to Government Code Section 54956.8**

Property: 372 Walsh Road, Atherton

Negotiating Party: Interim City Manager Ralph Freedman

Under negotiation: Temporary Easement

9:55 P.M. 22. RECONVENE TO OPEN SESSION

Report of Action Taken

10:00 P.M. 23. ADJOURN

 ***Please contact the City Clerk's office at (650) 752-0529 with any questions***

