



Minutes
Town of Atherton
CITY COUNCIL
November 18, 2015
7:00 P.M. - REGULAR MEETING
Council Chambers
94 Ashfield Road,
Atherton, California

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

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

Tree Protection Awards – Sally Bentz, Town Arborist

Town Arborist Sally Bentz provided awards to the following construction companies on behalf of the Tree Committee for their tree protection efforts.

Alftin Construction
DJ Balling & Comartin

4. **PUBLIC COMMENTS**
5. **REPORT OUT OF CLOSED SESSION** - Report out by City Attorney
6. **CITY MANAGER'S REPORT** – Nothing further to add to written report.
7. **COMMUNITY ORGANIZATION ROUNDTABLE REPORT**

CONSENT CALENDAR (Items 8- 13)

Council Member Lempres had a comment on item 12.

8. **APPROVAL OF OCTOBER 21, 2015 REGULAR MEETING AND NOVEMBER 4, 2015 SPECIAL MEETING MINUTES**
Report: City Clerk Theresa DellaSanta
Recommendation: Approve meeting minutes
9. **APPROVAL OF BILLS AND CLAIMS FOR SEPTEMBER IN THE AMOUNT OF \$ 1,340,784**
Report: Finance Director Robert Barron III
Recommendation: Approve Bills and Claims in the amount of \$1,340,784

10. **ACCEPTANCE OF TREASURER’S REPORT FOR THE FOURTH QUARTER ENDED SEPTEMBER 30, 2015**
Report: Finance Director Robert Barron III
Recommendation: Accept the Treasurer’s Report for the First Quarter Ended September 30, 2015
11. **APPROVE CONTRIBUTION TO SAN MATEO COUNTY JOBS FOR YOUTH**
Report: City Clerk Theresa DellaSanta
Recommendation: Authorize \$570 contribution to San Mateo County Jobs for Youth.
12. **AWARD CONSTRUCTION CONTRACT FOR THE EL CAMINO REAL/ALMENDRAL AVENUE PEDESTRIAN HYBRID BEACON PROJECT**
Report: Community Services Director Mike Kashiwagi
Recommendation: Award the construction contract for the El Camino Real/Almendral Avenue Pedestrian Hybrid Beacon Project to the low bidder, Columbia Electric Inc. of San Leandro, CA for \$148,414.20; direct the City Attorney to prepare the contract; and authorize the City Manager to execute the contract on behalf of the Town

Council Member Lempres thanked staff for bringing forward this important project. He questioned when the beacon would be up and operational. Kashiwagi responded that staff anticipates the project to be finalized by and operational by May, 2016.

13. **WAIVE MINOR IRREGULARITIES AND AWARD CONSTRUCTION CONTRACT FOR THE CLASS III BIKE ROUTE PROJECT**
Report: Community Services Director Mike Kashiwagi
Recommendation: Waive minor bid irregularities and award the construction contract for the Class III Bike Route Project to the apparent low bidder, Reflex Engineering, Inc. of Burlingame, CA for \$80,921.30; direct the City Attorney to prepare the contract; and authorize the City Manager to execute the contract on behalf of the Town

MOTION by Lewis, second by Lempres to approve the consent calendar items 8 through 13. The motion passed unanimously.

PUBLIC HEARING – (Item 14)

14. **PUBLIC HEARING ON RECOMMENDED INCREASE TO GREEN WASTE RATES, DECREASE IN GARBAGE CART RATES, AND ESTABLISHING A MINIMUM SERVICE FLAT RATE PER RESIDENT IN THE TOWN OF ATHERTON**
Report: Finance Director Robert Barron III
Recommendation: Conduct the Public Hearing regarding the proposed increase in green waste rates, decrease in Garbage cart rates and establishing a minimum service flat fee rate for the Town of Atherton; tabulate any protests received; and if appropriate, introduce the attached Ordinance for first reading, an Ordinance of the City Council of the Town of Atherton Setting Refuse Collection Rates.

Finance Director Robert Barron III provide a report. Mayor DeGolia opened the public hearing, and the Council discussed the various changes to refuse rates. The changes proposed included an increase

in the cost of green carts for the 3rd or subsequent green carts; a decrease in garbage cart rates for the 64 and 96 gallon carts; and the establishment of a minimum service flat fee of \$25 per month. The Council discussed the noticing process, the rationale for the changes, and that there is no expectation for “true-up” at the end of the franchise agreement with Recology approaches in 2020.

MOTION by Widmer, second by Wiest to introduce the ordinance for first reading and waive future reading. The motion passed unanimously.

REGULAR AGENDA – (Items 15-17)

15. CIVIC CENTER PROJECT STATUS REPORT

Report: Community Services Director Mike Kashiwagi

Recommendation: Receive report and provide feedback to the CCAC and/or staff. No action is required at this time

Community Services Director Mike Kashiwagi presented Council with an update on the Civic Center project. He included updates on the project design, sustainability features, public outreach and funding.

City Manager Rodericks noted that Council will receive an update at their regular meeting every month going forward including financial information as it relates to the project.

No action taken.

16. ADOPT FEE RESOLUTION TO WAIVE PERMIT FEES FOR THE INSTALLATION OF PHOTOVOLTAIC SYSTEMS

Report: Community Services Director Mike Kashiwagi

Recommendation: Adopt the attached Resolution waiving the permit fees for the installation of Photovoltaic Systems

Following the staff report and public comments, the Council discussed the range of permits issued by the Town and the impact of waiving the fees on the Town’s operational budget.

MOTION by Lewis, second by DeGolia to adopt the Resolution waiving the permit fees for the installation of Photovoltaic Systems. The motion passed unanimously.

17. APPROVAL OF BUDGET AMENDMENT FOR COMPLETION OF THE TOWN’S CLIMATE ACTION PLAN BY DNV, GL AND NEAL MARTIN & ASSOCIATES

Report: Town Planner Lisa Costa Sanders

Recommendation: Adopt the attached resolution authorizing a budget amendment for completion of the Town’s Climate Action Plan and authorize the City Manager to execute a contract for technical energy assistance to complete the preparation of a Climate Action Plan (CAP) with the firm DNV, GL and a budget authorization for Planning staff facilitation and support of the preparation of the CAP with the Town’s Contract Planning firm, Neal Martin & Associates

Town Planner Lisa Costa Sanders presented a staff report and answered questions from the Council regarding the Scope of Work of the consultant.

Costa Sanders said that completion of the CAP is consistent with State mandates and the Council's policy goals. The Town obtained the assistance of DNV, GL through C/CAG as part of a regional assistance plan. However, as mentioned in the November 2015 City Council meeting, with the work completed on the November 2015 draft CAP, the subsequent work to revise and enhance the CAP, and the minor revisions thus far, staff and the regional representative consultants have exhausted all budgeted funding for this project for the Town. Additional funding is necessary in order to continue forward movement on the work.

The Council clarified the expectations for the final Climate Action Plan calculations related to greenhouse gas (GHG) credits.

MOTION by Lewis second by DeGolia to adopt the attached resolution authorizing a budget amendment for completion of the Town's Climate Action Plan and authorize the City Manager to execute a contract for technical energy assistance to complete the preparation of a Climate Action Plan (CAP) with the firm DNV, GL and a budget authorization for Planning staff facilitation and support of the preparation of the CAP with the Town's Contract Planning firm, Neal Martin & Associates. The motion passed unanimously.

18. COUNCIL REPORTS/COMMENTS

Nothing further to add to written comments.

19. FUTURE AGENDA ITEMS

None.

20. PUBLIC COMMENTS

None.

21. ADJOURN

Mayor DeGolia adjourned the meeting at 7:34 p.m.

Respectfully submitted,
Theresa DellaSanta
City Clerk