



**Minutes**  
**Town of Atherton**  
**May 4, 2016**  
**3:00 P.M.**

**Council Chambers**  
94 Ashfield Road  
Atherton, California

**Special Meeting**  
**Joint Meeting of the Audit/Finance Committee & City Council**

Vice Mayor Lempres called the meeting to order at 3:00 p.m.

**ROLL CALL** Lewis, Lempres, Widmer, Wiest, DeGolia

Mayor Lewis was excused.

**PUBLIC COMMENTS** - None.

**1. CIVIC CENTER PROJECT – NAMING OPPORTUNITIES**

**Report:** City Manager George Rodericks

**Recommendation:** Review Report from Atherton Now regarding potential Naming Opportunities for the Civic Center Project, provide feedback; and, if appropriate, accept the Report

Staff presented the staff report and the Council reviewed the information presented by Atherton Now. A representative from Atherton Now was present to assist the Council in the discussion. Following public comment, the Council discussed various issues related to the proposed naming opportunities. These included the look and number of recognition plaques, bricks or other forms of recognition, the threshold for recognition before it should return to the Council for acceptance/approval, the donor level requirements for rooms and spaces, and the matching of the rooms and spaces with the current schematic design. Following discussion and given the clarity of the Council's discussion, a Council subcommittee was identified to work with Atherton Now and staff to fine tune the list, add the Town logo to the list and authorize Atherton Now to move forward with donor contributions.

**2. FY 2016/17 GENERAL FUND/OPERATIONS BUDGET**

**Report:** Finance Director Robert Barron III

**Recommendation:** Review and Discuss

Staff presented the staff report and PowerPoint presentation walking through the proposed FY 2016/17 Revenues and Expenditures. Following public comment and questions, the Council discussed issues related to allocation of the FY 2015/16 Educational Revenue Augmentation Fund (ERAF), the level and detail of contributions to the Town's Capital Improvement Program, status of property and sales tax growth, revenue activities at the Park, profit/loss for the Park, and equipment replacement.

The Council directed that staff use ERAF to establish the minimum equity reserve for Workers' Compensation and to remit the FY 2016/17 Unfunded Liability Payment to CalPERS. The remainder of the FY 2015/16 ERAF was to be allocated toward the Town's Capital Improvement Fund. The Council supported continued addition of funds to the Capital Replacement Facility Reserve as well as maintaining a minimum unallocated reserve level as identified in the staff report.

### **3. REVIEW AND DISCUSSION OF POTENTIAL UPDATES TO THE BUSINESS LICENSE ORDINANCE**

**Report:** Finance Director Robert Barron III

**Recommendation:** Discuss potential updates to the Town's business license ordinance and provide direction for any changes to the business license ordinance

Staff provided a staff report and PowerPoint presentation reviewing the current business license ordinance and tax. Following public comment and questions, the Council discussed issues related to the quantity of business licenses issued, the types of licenses issues, the categories defined within the Town's ordinance, expanding the Town's ordinance to include additional categories, comparative community ordinances, specific exemptions, home occupations, and process. The Council provided direction to staff to return with a proposed amendment to the ordinance to change the tax to a gross receipts basis with a \$250 minimum tax for Category I and II businesses and a \$0.25 per \$100 of gross receipts for all businesses. Further, the Council directed that staff review other ordinances from other communities and return with a more up to date category list within the business license ordinance as well as an updated Home Occupation Ordinance. The Council would further discuss the possible exemption of specific types of businesses. The Council advised that this should return in a timely manner to allow the tax measure to be placed on the November 2016 ballot.

### **ADJOURN**

Vice Mayor Lempres adjourned the meeting at 5:04 p.m.

Respectfully Submitted,  
Theresa N. DellaSanta