



## Item No. 21 Town of Atherton

### **CITY COUNCIL STAFF REPORT – REGULAR AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: GEORGE RODERICKS, CITY MANAGER  
THERESA DELLASANTA, ASSISTANT TO THE CITY MANAGER**

**DATE: NOVEMBER 19, 2014**

**SUBJECT: LOCAL MUNICIPAL SERVICES IN REVIEW**

#### **RECOMMENDATION**

Review and Discuss.

#### **BACKGROUND | FINDINGS**

In terms of municipal services, Atherton residents receive services through a mixture of in-house staff, contracts and partnerships, as well as services through outside agencies such as water services, sewer services, and telecommunications services. In June, staff provided the City Council with an initial report detailing the purpose of this municipal services review. Council consensus was that in the interest of transparency the Town can be more transparent on the services it provides, the services provided by its partners, and on delivering that information, as well as information from outside agencies, to our residents.

The review is not to presume that we want to change service providers rather its ultimate goal is to provide the community with a comprehensive education on the various types of services provided. It serves to provide a framework to assist staff and the Council with identifying opportunities for improving current methods of service delivery and improving the value of services provided, as well as assisting the community with identifying service providers. A review of such services seeks to not only identify service or financial issues, but also to encourage innovation in service delivery.

As a final product, staff will be translating the document to the Town's website to assist the community with obtaining better service information and delivery. Further, staff hopes that the efforts prove to engage our service providers in a broader partnership to provide services and innovations in Atherton.

## Water Services – California Water Company

California Water Service Company (Cal Water) provides water throughout the state through various Districts. The Bear Gulch District serves our residents through a combination of local surface water and surface water purchased from the San Francisco Public Utilities Commission (SFPUC). Atherton residents can contact Cal Water for a number of issues and questions related to their bill on the Cal Water website at [www.calwater.com](http://www.calwater.com)

Atherton's water rates are set by the California Public Utilities Commission (CPUC). The Town does not review or approve water rates. The following rates apply to our residents:

<b>Cubic Feet</b>	<b>Rate</b>
For the first 1,000 cubic feet, per 100 cubic feet	\$4.8081
For the next 2,500 cubic feet, per 100 cubic feet	\$5.1094
For all over 3,500 cubic feet, per 100 cubic feet	\$6.1082

Cal Water maintains information about its rates on their website at:

[https://www.calwater.com/docs/rates/rates\\_tariffs/bg/Residential\\_Metered\\_Service.pdf](https://www.calwater.com/docs/rates/rates_tariffs/bg/Residential_Metered_Service.pdf)

Cal Water is governed by the California Public Utilities Commission (CPUC). The CPUC regulates privately owned electric, natural gas, telecommunications, water, railroad, rail transit, and passenger transportation companies. The CPUC is governed by a 5 member Commission. The Governor appoints the five Commissioners, who must be confirmed by the Senate, for six year staggered terms. The Governor appoints one of the five to serve as Commission President.

The Town of Atherton receives a 2% franchise fee from Cal Water and for Fiscal Year 2013/14 was \$116,167. For FY 2014/15 projected Cal Water franchise fees are \$122,590 and approximates to \$6,129,500 in revenue derived from Atherton.

### Contact information

Bear Gulch District  
Customer Center  
3525 Alameda De Las Pulgas  
Menlo Park, CA 94025  
8:00 AM to 4:30 PM  
(650) 561-9709  
[infoBG@calwater.com](mailto:infoBG@calwater.com)

After-Hours Phone Number  
(650) 553-4631  
Automated Payment Number  
(866) 734-0743

Payment Mailing Address  
P.O. Box 940001  
San Jose, CA 95194-0001

Local Manager (Bayshore/Bear Gulch)  
Dawn Smithson

**Sewer Services – Fair Oaks Sanitary District & West Bay Sanitary District**

The Town is divided in to two separate sewer districts. A list of streets and the District to which the street belongs can be accessed on the [Town’s website](#).

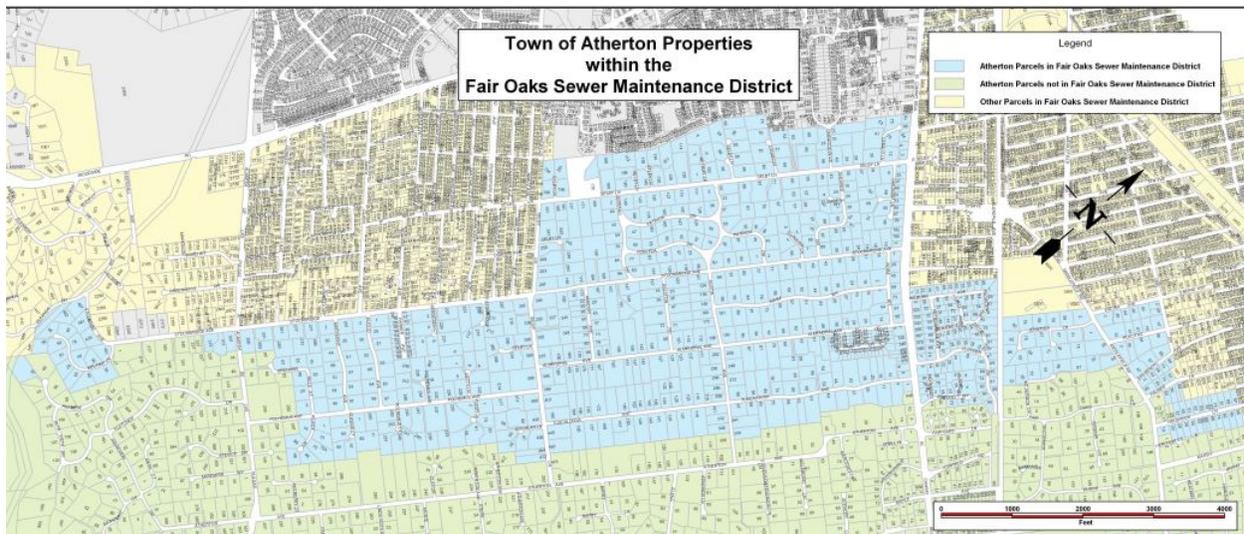
(<http://www.ci.atherton.ca.us/DocumentCenter/View/277>)

The Town does not review or approve sewer rates. The sewer systems are “closed systems” and are not connected to or related to the storm drain system.

Fair Oaks Sewer District

San Mateo County Public Works provides sewer collection services through ten sewer maintenance and sanitation districts to several portions within the County.

The Fair Oaks District covers a portion of Atherton. The County only maintains records as the District in its entirety. On the map below, blue represents Atherton parcel in the Fair Oaks Sewer District.



The sewer collection service program is primarily funded by sewer service charges levied on properties that receive sewer service from the specific district. The sewer service charge is set by the Board of Supervisors and collected annually on the property tax bill.

For the Fair Oaks District, our residents pay the following rates for service:

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
Fair Oaks	\$500	\$530	\$560	\$590	\$620

Residents pay for sewer service through a sewer service charge. The districts levy the charges on the customer’s tax bills. It is NOT a tax, but a fee that paid for the service just like other utility bills. The property tax bill is a cost effective way to collect these fees. The fees collected by the

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district and not spent remain with the district, as each district is a separate “stand alone” district with separate budgets.

The Fair Oaks Sewer District is governed by the San Mateo County Board of Supervisors.

Contact information for the Fair Oaks District:

County of San Mateo  
Department of Public Works  
555 County Center, 5th Floor  
Redwood City, CA 94063-1665  
Tel- 650-363-4100

West Bay Sanitary District

The West Bay Sanitary District (WBSD) also provides sewer collection in some unincorporated portions of the County. The WBSD provides service for the remaining residents in Atherton not covered by the Fair Oaks District. Most of the streets serviced by the West Bay Sanitary District are located between Atherton Ave/Marsh Road and Valparaiso and between Hwy 280 and Bay Road.

The purpose of the sewer service charge is to raise revenue for the costs of maintenance, operation, construction, and reconstruction of the District’s wastewater facilities. These facilities are used for the collection, conveyance, treatment, and disposal of wastewater. WBSD collects and conveys wastewater for treatment at the Silicon Valley Clean Water wastewater treatment plant in Redwood City.

Our residents pay the following flat rates that apply for the fiscal year July 1 through June 30:

	<b>Current</b>	<b>Effective July 1, 2014</b>
Singe Family, Multi Family	\$820	\$893
On-site Wastewater Disposal Zone	\$1042	\$1136

The West Bay Sanitary District is governed by a five (5) member board of directors elected in November of odd years. The District’s annual operating budget for FY 2014/15 is \$22 Million. Of that amount, \$20.9 Million is attributable to revenue from Commercial, Industrial and residential customers. The remaining revenue is generated by connection fees and permit fees etc.

Contact information

Hours of Operation:

Monday - Friday

8:00am - 4:00pm

Phone: (650) 321 - 0384

By Email: [info@westbaysanitary.org](mailto:info@westbaysanitary.org)

## San Mateo County Mosquito and Vector Control District

The Mosquito and Vector Control District (SMCMVCD) provides services to the entire Atherton community that includes mosquito abatement, yellow jacket/wasp nest removal, tick & insect identification, and testing, collection of dead birds and squirrels, inspects mice and rat problems and conducts community outreach and education on all of their services.

Our residents pay for these services through a special tax approved by voters in 1982. The cost for this special tax is a maximum amount of \$3.74 per parcel to be charged each tax year. Along with the \$3.74 per parcel amount, 0.0000185505 of each property tax dollar for this area is delineated for use by Mosquito and Vector Control. When the District receives property tax (ad valorem) revenues from the County they are not provided a breakdown as to which city it comes from. The District simply receives a lump sum from the County. There is, however a Special Mosquito Control Tax that is assessed to residents in 13 cities within the county, which includes Atherton. The Special Mosquito Control Tax is \$3.74 per parcel.

The District's annual budget for the FY14/15 budget is set at \$4,538,866, for all of the areas they service.

The SMCMVCD provides vital services to our community. Recently the District "fogged" areas of Menlo Park. Triggering the action was the detection of two pools of adult mosquitoes carrying West Nile virus in that area. As a result, the district decided to fog an area of Menlo Park bordered by Sand Hill Road to the south, Camino Al Lago to the north, University Drive on the east and Altschul Avenue to the west.

Often times the Town receives reports from residents about bee nests. The Town of Atherton does not handle wasps on private property. If the insects are wasps (yellow jackets), the San Mateo County Mosquito Abatement program will come to your property and destroy the nest free of charge. Dependent on the level of urgency, the District typically responds within 24 hours.

The District is governed by a 19-member Board of Trustees made up of residents appointed by their respective City Council. They serve for a term of two or four years and are highly dedicated to this community service. The Atherton City Council appoints a resident member to serve on the board. Currently, Atherton resident Mason Brutschy is serving a 4-year term that expires in December, 2017.

Contact information for the District is:

1351 Rollins Road  
Burlingame, CA 94010  
Ph: (650) 344 - 8592  
Fax: (650) 344 - 3843  
[info@smcmad.org](mailto:info@smcmad.org)

## Library Services – San Mateo County Library (SMCL) Joint Powers Authority (JPA)

The San Mateo County Library (SMCL) is a Joint Powers Authority (JPA) and comprised of several cities within the County, including Atherton. Library policies are set by the Library Administration and the JPA governing board. Staffing is provided through SMCL. SMCL offers a



wide range of services, resources, and programs to meet the needs of the residents in Atherton.

The San Mateo County Library (SMCL) is comprised of the cities of Atherton, Belmont, Brisbane, East Palo Alto, Foster City, Half Moon Bay, Millbrae, Pacifica, Portola Valley, San Carlos, Woodside, and Unincorporated areas of the county. The JPA is governed by a board consisting of a representative from the City Council of each member entity. The city manager from each jurisdiction sits on the JPA Operations Committee which works closely with library administration in budget development and policy formation. The Operations Committee then makes recommendations to the governing Board to take action upon.

The SMCL is classified as a dependent district. The property taxes collected for the district are allocated directly to the SMCL to provide library services to the cities within the JPA. The average tax rate for San Mateo County Library is \$0.032. This means that for every \$100 of assessed value of a property, the San Mateo County Library tax is approximately \$0.32 cents. The primary source of revenue for the San Mateo County Library is property taxes. The FY 2014/15 Budget for the Library District is \$20,231,050. Of that total, services for the Atherton Branch total \$1,378,000 in donor funds. Included in this amount is an allocation of \$1,250,000 in FY 2014/15 for the Civic Center Project. The service area for the Atherton Branch is 5.049 square miles. The total San Mateo County Library covers an approximately a population of 275,000.

The SMCL has 12 branches and a bookmobile which provide a source of books, periodicals, newspapers and information in multiple languages. The libraries provide access to computers and the Internet, online databases, music, videos, business resources, and educational research. The website or “e-Branch” provides access to a wealth of information and is accessible in each branch library or from a resident’s personal computer at home, work, or school.

The San Mateo County Library also responds to the informational, educational and cultural needs of the community by offering a broad range of programs for children, teens and adults including author readings, lectures, films, exhibits, dance and musical performances. Outreach services include book club readings provided to incarcerated youth, and programs offered in settings such as schools, low-income clinics and shelters. Educational programming includes homework help assistance, computer training, and literacy services for children, families and adults.

The San Mateo County Library provides each city with an Annual Report which highlights accomplishments throughout the fiscal year. Those reports can be found on the Town’s website under the Library Department.

Contact information

Anne-Marie Despain  
Director of Library Services  
San Mateo County Library  
125 Lessingia Court, San Mateo, CA 94402  
Ph: 650.312.5245  
Fax: 650.312.5382  
[despain@smcl.org](mailto:despain@smcl.org)  
[www.smcl.org](http://www.smcl.org)

## Fire Services – Menlo Park Fire District

The Menlo Park Fire District covers approximately 30 square miles and serves a population estimated around 90,000. The Fire District covers the communities of Atherton, Menlo Park and East Palo Alto plus some of the unincorporated areas of San Mateo County. The District has seven stations and responds to roughly 8,500 emergencies - 60% of them being emergency medical incidents.

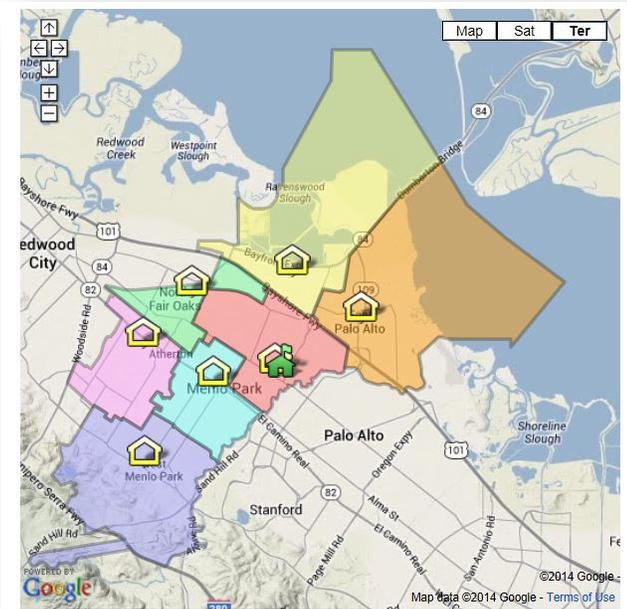
There are three stations within the MPFD that either serves Atherton entirely or parts of Atherton.

Station 3 in the MPFD at 32 Almendral Ave serves the Town of Atherton. The station is manned by 3 firefighters -1 Captain and 2 firefighters. One of the three personnel is also a licensed paramedic providing the Town of Atherton an Advanced Life Support Engine.

Station 4 of the MPFD at 3322 Alameda de Las Pulgas in Menlo Park serves the West Menlo Park and West Atherton areas of the Fire District. Manning the engine is 1 Captain and 2 Firefighters. One of the personnel is a licensed paramedic.

Station 1 in the Menlo Park Fire Protection District serves the City of Menlo Park and parts of the Town of Atherton. Engine 1 is staffed by a Captain and 2 Firefighters. Truck 1 is staffed by a Captain and 3 Firefighters. One of the personnel on Engine 1 and Truck 1 will also be a licensed paramedic providing the citizens of station 1's response area an Advanced Life Support Engine or Truck.

The map below provides a picture of the general support area of the Menlo Park Fire District with an icon of where each station is located.



Station 1 is also the District's Administration Offices. The Fire Chief with his support staff has offices at Station 1 which allows them to keep close communication with each other.

The MPFD is governed by a five-member Board of Directors elected at-large who serve four-year staggered terms. The District Board of Directors is charged with providing strategic leadership, policy and direction, and fiscal oversight. The President is the presiding officer, appoints committee members and liaisons, and sets Board agendas and goals.

In addition to your typical Cadet and Explorer Programs the MPFPD offers a Community Emergency Response Teams

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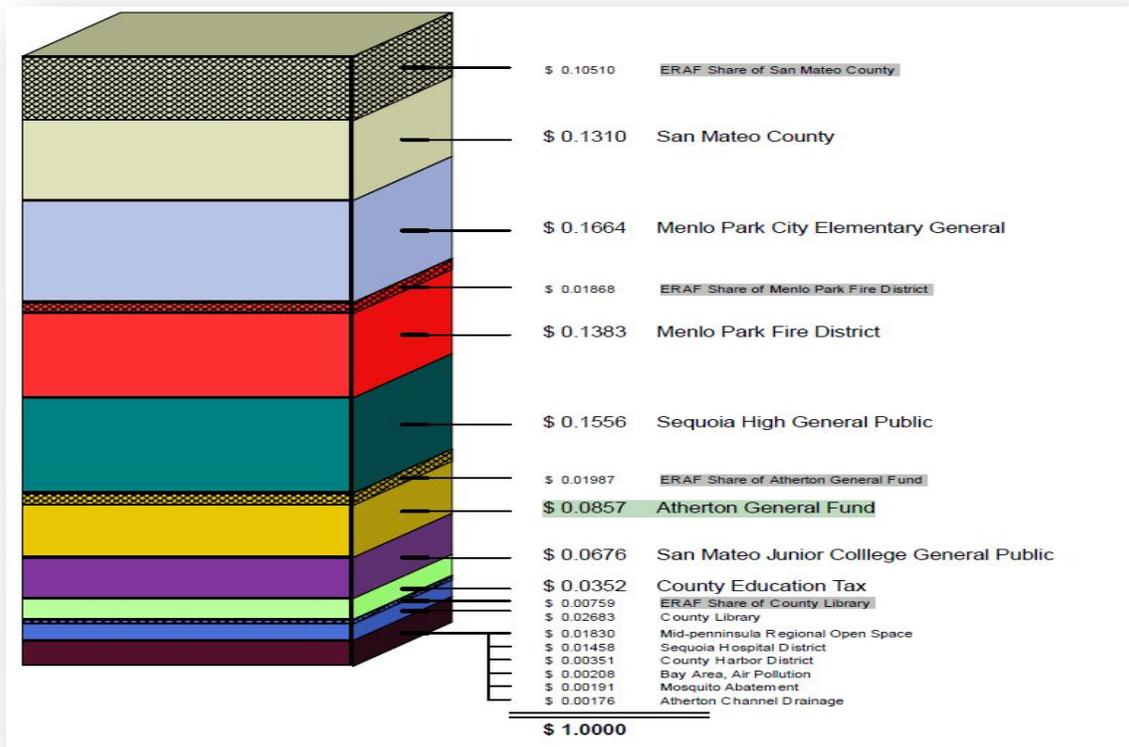
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(CERT). CERT is about readiness, people helping people, rescuer safety and doing the most amount of good for the greatest amount of people. The (MPFPD) sponsors CERT activities including training, exercises, and community service. Local CERT volunteers work hand-in-hand with professional responders to help ensure the safety and resilience of our community.

### Deployment Model

San Mateo County is comprised of 15 fire agencies protecting 20 incorporates cities and the unincorporated areas of San Mateo. San Mateo County area aid each other through mutual and automatic aid agreements to allow for seamless response times to the citizens of the County. All calls are dispatched through the San Mateo County's Public Safety Communications Center which allows for use of what they refer to as a "boundary drop".

Essentially, it doesn't matter what district, city or JPA a Department is working under they are still required to respond to a call if they are the closest engine available – regardless of the boundary in which they work. The idea is to have an engine in each city, based on demographics, ready to respond regardless of what jurisdiction they are from. This is so that when a particular city's resources are depleted, there is a system in place where the next closest engine would cover the empty station so that there is at least one engine covering each city.



There are 2,619 parcels in Atherton. The County Assessor's Office provides (from the Annual Tax Increment information) that the Fire District receives \$0.15698 of property tax dollar (see above graphic). For FY 2014/15, the District's annual operating budget was \$31.5M.

The following table represents tax revenue received by the District from Atherton over the past 6 years based on assessed valuation.

	<b>Secure Tax Roll (County Assessor)</b>	<b>Property Tax Dollars to MPFD from Atherton property tax</b>
2009	\$6,173,657,417	\$9,691,407
2010	\$6,169,645,487	\$9,685,109
2011	\$6,361,378,177	\$9,986,091
2012	\$6,937,183,418	\$10,889,990
2013	\$7,564,465,332	\$11,874,697
2014	\$8,055,294,227	\$12,645,201

## Animal Services – San Mateo County Animal Shelter Service

Since 1952, San Mateo County has contracted with the Peninsula Humane Society (PHS) for animal control field and sheltering service. All twenty cities in the County, including the Town of Atherton, have in turn contracted with the County for these services. Under this contract, all 21 agencies (20 cities and the County) share the cost of services based on a formula that factors agencies' proportionate use of field services and shelter services.

Animal Control services are provided by PHS in a 45,000 square foot building at 12 Airport Boulevard in San Mateo. In 2011, PHS moved its charitable, mission-driven functions, such as animal adoption, from the Airport Boulevard shelter to its recently constructed 57,000 square foot building on Rollins Road in Burlingame.

The mandated animal control services functions remain at the Airport Boulevard shelter. Those functions include: receiving and housing stray animals; servicing as the location for the public when looking for lost pets or surrendering unwanted animals; sheltering animals; spay/neuter clinic; and, vaccination clinic. For public convenience, licensing, micro-chipping, veterinary care and animal behavior work are performed at both locations.

Due to the age of the Airport Boulevard shelter, is in need of significant repairs. The Town presently pays \$52,000 for basic animal control services through the County's contract with the PHS. Earlier this year Council approved an **MOU for Funding the Construction of an Animal Care Shelter as part of the Animal Control Services Agreement**. Approval of the MOU requires an additional \$4,297 to \$5,749 annually as part of a zero-interest payment over 30-years toward the cost of building the new shelter.

### Contact information

San Mateo County Animal Control & Licensing  
225 37th Ave  
San Mateo, CA 94403  
Program Manager (650) 573-3726

Peninsula Humane Society & SPCA  
12 Airport Blvd., San Mateo, CA 94401  
1450 Rollins Rd., Burlingame, CA 94010  
Telephone: (650) 340-8200

## Schools

The following school districts operate within Atherton.

### Public

#### Los Lomas Elementary School District

- Los Lomas Elementary School

The Los Lomas Elementary School District (LLESB) Governing Board has four elected members, each serving a four-year term.

The annual school budget for the FY 14/15 is 21,574,027. There are approximately 55 Atherton residents in the Los Lomas Elementary School District. To confirm District residency, resident's should call the Superintendent's office at 650.854.2880.

The School District Superintendent is Lisa Cesario, 650-854-2880, [lcesario@llesd.org](mailto:lcesario@llesd.org).

#### Menlo Park City School District

- Laurel Elementary School (Grades K-3) - Atherton
- Encinal Elementary School (Grades K-5) – Atherton
- Oak Knoll (Grades K-5) – Menlo Park
- Hillview (Grades 6-8) – Menlo Park

The Menlo Park City School District is governed by a 5-member board to four-year terms and is managed by School Superintendent Maurice Ghysels.

The annual school budget for serving four schools for the FY 14/15 is 38,724,246. There are currently 228 students that reside in Atherton and attend one of the four schools within the Menlo Park School District.

#### Redwood City School District

- Selby Lane Elementary School (Grades K-8)

The District is governed by a 6-member Board of Trustees.

Contact Information:  
750 Bradford Street  
Redwood City, CA 94063  
Phone: 650.482.2200  
Fax: 650.423.2294

#### Sequoia Union High School District

- Menlo-Atherton High School (Grades 9-12)

The District is governed by a 6-member Board of Trustees. The annual school budget for the FY 14/15 is \$20,385,000. There are currently 104 students who attend the SUHSD who live within the Atherton boundaries. All of Atherton is zoned for Menlo-Atherton High School. If someone wants to know about which school they would attend, or how to attend a different high school in our district, they can visit the district website at [www.seq.org](http://www.seq.org). > Policies and Forms > Open Enrollment.

Sequoia Union High School District  
480 James  
Redwood City, CA 94062  
Cynthia Guerra  
650-369-1411 ext. 22211

### **Private**

#### **Sacred Heart Schools (Grades K-12)**

Sacred Heart Schools, Atherton (SHS) is a Catholic, independent, co-educational preschool through grade 12, located on a 64-acre campus in the heart of Atherton. SHS is part of the larger Network of Sacred Heart Schools, encompassing 24 campuses in the United States and Provinces.

Governance for the institution is headed by the Director of Schools, supported by the School Administrative Council (SAC), which consists of: a chief financial officer, chief operating officer, three school principals, director of admissions, director of human resources, director of strategic planning and institutional projects, director of technology, director of equity, justice, and multi-cultural education, and director of Formation to Mission. The executive assistant to the Director of Schools also serves on SAC.

Within the school structure, there are three divisions, each headed by a principal and supporting divisional team: Preschool & Kindergarten, Lower & Middle Schools, and Sacred Heart Preparatory (high school).

Total number of Atherton families with one or more students enrolled in preschool through grade 12 is approximately 188.

Contact Information  
SHS Office of Admission  
Tel: 650.473.4006  
Email: [admissions@shschools.org](mailto:admissions@shschools.org)

SHS Public Relations & Marketing  
Tel: 650.473.4004  
Email: [communications@shschools.org](mailto:communications@shschools.org)

Menlo School (Grades 6-12)

Menlo School is governed by 26-member Board of Trustees, elected for two three-year terms, and five ex officio members, all of whom monitor the success of the School in fulfilling its mission.

The schools annual budget for FY 14/15 is \$32,801,676. The school has approximately 118 Atherton residents in attendance. There are no school attendance boundary lines.

Menlo School  
50 Valparaiso Avenue  
Atherton, CA 94027  
Contact: Admissions Office, 330-2001 x2600

Menlo College

The School is a private co-educational 4-year college governed by an 11-member Board of Trustees. The school's annual budget is \$23 million. There are approximately 500 Atherton residents in attendance, mainly student-residents on campus.

The majority of Menlo College students are residents of California (68%), 32% of students come from a combination of 17 different states in the US and 33 different countries.

Admissions  
1000 El Camino Real  
Atherton, CA 94027-4301  
Darcy Blake, Director of Communications  
650-543-3901  
[dblake@menlo.com](mailto:dblake@menlo.com)

**Sanitation – RethinkWaste South Bayside Waste Management Authority | Recology**

RethinkWaste, also known as the South Bayside Waste Management Authority (SBWMA) is a joint powers authority of twelve public agencies (Atherton, Belmont, Burlingame, East Palo Alto, Foster City, Hillsborough, Menlo Park, Redwood City, San Carlos, San Mateo, the County of San Mateo and the West Bay Sanitary District) in San Mateo County. RethinkWaste owns and manages the Shoreway Environmental Center which receives all of the recyclables, organics, and garbage collected in its service area. RethinkWaste also provides oversight, support and management of service providers that collect, process, recycle and dispose of materials for the 12 Member Agencies. Recology San Mateo County (Recology) provides Recycle, Compost and Garbage collection services for the 93,000 RethinkWaste residences and 10,000 businesses. These services are a franchise granted by the Town through the SBWMA to Recology.

The Governing Board of SBWMA is comprised of an elected official from each member agency, selected by the agency to serve on the Board of Directors. The Chair and Vice Chair are selected annually by the Board. Board of Directors' meetings are held the fourth Thursday of every month.

The SBWMA is served by eight employees that include an executive director, recycling programs manager, finance manager, facility operations contract manager, recycling outreach and sustainability manager, office manager, and an environmental education coordinator and associate.

Trash, recyclables and organics are collected on a weekly basis. Atherton Municipal Code encourages residents to place the recycling containers at the curb no sooner than the evening prior to pick up, but no later than the evening of pick up.

Residents can look up their pick up day by entering their address on the Recology website [Service Day Look Up](http://www.recologysanmateocounty.com) at [www.recologysanmateocounty.com](http://www.recologysanmateocounty.com).

Residents should first contact Recology at (650) 595-3900 about their concerns. In general, most problems can be resolved with a phone call. The Town's franchise requires Recology to be responsive to residents' needs, and procedures are in place for the Town to fine Recology for patterns of poor customer service.

The current cost for services is provided in the rate table below. In addition the Town will hold a public hearing on the same night this report is presented to increase commercial rates. The proposed rates have been included.

Residential Rates

Black Garbage Container	2012 rates
20 gallon	\$27.00
32 gallon	\$55.00

<b>64 gallon</b>	<b>\$110.00</b>
<b>96 gallon</b>	<b>\$164.00</b>

**Residential Organic Fee Charge**

**\$11.00 each for 1 or 2 additional cans**

**\$18.00 each for 3 or more additional cans**

	<b>Commercial Rates</b>
<b>1-96 Gallon</b>	\$185.00
<b>1-1yd</b>	\$200.00
<b>1-2yd</b>	\$400.00
<b>1-3yd</b>	\$550.00
<b>1-4yd</b>	\$462.92
<b>1-6yd</b>	\$694.38
<b>1-8yd</b>	\$925.84

The projected total budget requirement for SBWMA and the member agencies is approximately \$97 Million. The Town of Atherton’s estimated revenue requirement for refuse is \$2.8 Million. Of this amount, the town of Atherton portion of the Contractor compensation is approximately \$1,500,193 and \$970,000 for refuse disposal and processing fees. The Town receives a garbage franchise fee projected to be \$343,000 in Fiscal Year 2014/2015. The revenue for the refuse component to SBWMA and Recology is derived from refuse rates charged to residents. Each agency is responsible for setting its refuse rates. Each year during the fall, SBWMA staff and town staff review the revenue requirements needed to maintain refuse operations. Through the process we ensure the rates are sufficient to cover the Town’s portion of refuse contractor costs and disposal.

Contact information

**Recology San Mateo County**

Recology San Mateo County  
 225 Shoreway Road  
 San Carlos, CA 94070  
 Customer Service: (650) 595-3900  
 General Manager:  
 Mario Puccinelli

RethinkWaste Office (650) 802-3500  
610 Elm St, Ste 202, San Carlos, CA 94070

Shoreway Facility (650) 802-8355  
333 Shoreway Rd, San Carlos, CA 94070

Tour Contact Info (650) 802-3506  
333 Shoreway Rd, San Carlos, CA 94070  
[info@rethinkwaste.org](mailto:info@rethinkwaste.org)  
[tours@rethinkwaste.org](mailto:tours@rethinkwaste.org)

For questions about your Recycle, Compost and Garbage services and billing:

Recology San Mateo County  
225 Shoreway Road San Carlos CA 94070  
Customer Service: (650) 595-3900

## Cable – Mid-Peninsula Joint Powers Association | Comcast

The cities of East Palo Alto, Menlo Park, Palo Alto, the Town of Atherton, and portions of the County of San Mateo and the County of Santa Clara created a Joint Powers Agency (JPA) for cable television service within these jurisdictions. The City of Palo Alto acts as the administrative agency for the JPA. In 2002, the franchise was transferred to Comcast Corporation. The franchise agreement required Comcast to complete an upgrade of the cable system, which included the construction of a dark fiber optic institutional network (I-Net). There is no charge for use of the I-Net for our channels. The I-Net supports the broadcast capabilities of the local area Media Center. The Media Center is responsible for operating and managing the JPA's public, education, and governmental channels (channel numbers 26, 27, 28, 29, 30, 75, and 76) and facilities.

The Town has installed a new Audio Visual component that will allow us to video record our Council and Committee meetings "in-house." Once the system is finalized and running, staff will coordinate broadcasts with the Media Centers programming staff. This will allow residents to watch our Council and Committee meetings from their home televisions. In addition to residents who subscribe to Comcast, AT&T U-verse subscribers can also watch from AT&T's channel 99 menu, plus anyone with a high speed internet connection can watch the live stream from our website anywhere in the world.

The Town of Atherton receives a franchise fee through the cable JPA. The franchise fee is regulated by the State at percentage of gross revenues or the percentage paid by an incumbent cable operator under a prior franchise agreement. It is an approximate of 7.03%. These franchise fees are calculated and billed to each individual cable consumer. In FY 2014/15 the Town estimates \$152,060 in cable franchise fees. This equates to the Town of Atherton producing approximately \$2.16 Million in gross cable revenue.

### Contact Information

MidPen Media Center  
900 San Antonio Rd,  
Palo Alto, CA 94303  
(650) 494-8686

## Caltrain

Caltrain provides commuter rail service along the San Francisco Peninsula, through the South Bay to San Jose and Gilroy.

The San Francisco and San Jose Railroad Company began passenger rail service on the Peninsula in 1863. It was later named Caltrain in 1992, when the Peninsula Corridor Joint Powers Board took over the operation of the train. The Peninsula Corridor Joint Powers Board, which owns and operates Caltrain, consists of representatives from San Francisco, San Mateo and Santa Clara counties. Each County has three representatives – one County Board of Supervisor, one Council Member and one resident.

Caltrain provides weekend service in Atherton throughout the day from approximately 7:30 a.m. through 11:00 p.m. Stations, schedules, trip planners, fares and mobile applications can be found on the Caltrain website at [www.caltrain.com](http://www.caltrain.com). The Town expects that Caltrain will resume weekday service to Atherton in 2019.

The San Mateo County Supervisors are considering how to spend a sales tax increase approved by voters last November. SamTrans is asking for funding, and this could enable SamTrans to meet its commitment to Caltrain.

### Contact Information

Customer Service  
1250 San Carlos Ave  
San Carlos, CA  
(800) 660-4287

Michael O'Donnell  
Manager – Station and access  
650-508-6342

## Caltrans

Caltrans, a State Agency through the Department of Transportation manages more than 50,000 miles of California's highway and freeway lanes, provides inter-city rail services, permits more than 400 public-use airports and special-use hospital heliports, and works with local agencies.

Caltrans is organized into 12 Districts throughout the State and overseen by a Director and Chief Deputy Director. District 4 has jurisdiction over Atherton and the rest of San Mateo County. District 4 pushes road alerts, conditions, closures, sigalerts, weather conditions and air quality messages through its website and on its Twitter Feed.

In Atherton, El Camino Real is a 6-lane State highway (Route 82). All improvements to State highways are Caltrans projects. The stipulation that the project is a Caltrans project applies even if the project is financed by other entities. Caltrans has full jurisdictional authority over maintenance, operations, project planning, design, and implementation on State highways. As a stakeholder, the Town provides input and recommendations into that process and can even participate financially to assist with priority projects.

There are seven (7) crosswalks that are either within or at the Town's boundaries along El Camino Real. Two (2) of these crosswalks are at controlled intersections with one at 5th Avenue and El Camino Real and one at Atherton Avenue and El Camino Real. The remaining five (5) crosswalks are all within the Town's boundaries and cross El Camino Real at Selby Lane, Stockbridge Avenue, Almendral Avenue, Isabella Avenue, and Alejandra Avenue.

Under an agreement with Caltrans, the Town maintains the landscaped median and vegetation within the right-of-way.

The speed limit on El Camino Real in Atherton is 35 MPH.

### Budget Information

The California Department of Transportation (Caltrans) is to improve mobility across California through safety, project delivery, stewardship, and service. Below is a picture of the California State Budget for Caltrans.

	Positions	Expenditures
Totals, Positions and All Expenditures (incl. infrastructure)	19,346.5	\$11,065,023

The following table presents enacted state fund expenditure amounts for the fiscal year by General Fund, special funds, and selected bond funds.

Fund	Expenditure
General Fund	\$83,012
Special Funds	3,538,583
Selected Bond Funds	1,023,480
<b>Totals, State Funds</b>	<b>\$4,645,075</b>

### Contact information

For general information about Caltrans and its services, contact us at (916) 654-2852.

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**District 4 Address**

- Caltrans District 4, 111 Grand Ave, Oakland, CA 94612
- Caltrans District 4, P.O. Box 23660, Oakland, CA 94623-0660
- (510) 286-4444 Main Line

## Town Services

Town's annual budget including within the capital improvement program is \$19.2 Million. The Town uses a mixture of in-house staff and contract staffing for various elements of service delivery.

The Administrative Department consists of the City Manager's Office and the Finance Department. The City Manager's Office carries out the City Council's policies and directs the activities of the various departments and services. Several specific programs and services fall under the City Manager's Office "umbrella," including Administration, Human Resources, and the City Clerk's Office. The Finance Department monitors and reports on the financial position of the Town. The department oversees the budget process for the town and works with departments on the Five-Year Capital Improvement Program, as well as accounting for all revenues and expenditures, grants programs, and fiscal support to various town committees.

The City Attorney's Office through a contract with William B. Connors advises the City Council and all committees, commissions, and employees of legal propriety of proposed actions, prepares and/or reviews all ordinances, resolutions, contracts, and other documents, represents the town in civil litigation and acts as liaison to outside special counsel, and prosecutes municipal code violations.

The Public Works Department is responsible for the overall planning, maintenance, operation, and improvement of public infrastructure, including streets, storm drainage, parks, and all town owned buildings and facilities. The department also provides engineering services and project management for a majority of the town's annual Capital Improvement Program. The services are provided through a mixture of in-house staff and contract staff. Most likely you have seen the white trucks with an MCE emblem on the door traveling and working throughout Atherton. Through a contract, MCE Corporation is responsible for public works maintenance of streets and parks in Atherton.

The Building and Life Safety Department is provided through a contract with Interwest Consulting. Their role is to enforce the provisions of Title 24 of the California Code of Regulations generally referred to as the California Building Code and the Atherton Municipal Code.

The Building Department receives applications, reviews construction documents, and issues permits for the erection and alteration, demolition and moving of buildings and structures, inspect the premises for which such permits have been issued, and enforces compliance with the provisions of the Building Code and regulations adopted by the Town of Atherton.

The Planning Department through a contract with Neal Martin & Associates is responsible for preparation of town wide planning documents (e.g. the General Plan), administration of the Zoning Title and Subdivision Ordinance, maintenance of the Town's land use laws and review of development proposals to ensure consistency with the General Plan and Zoning Title

The Police Department provides a full range of services including a unique and personalized brand of customer service seldom seen in other police agencies. Through strong police/community partnerships, the Town of Atherton enjoys an extremely low crime rate, which contributes to a very desirable quality of life for our residents.

Additionally, the Town contracts for an Arborist and Code Enforcement Officer. Both contracts are overseen by the Public Works Superintendent. The Town Arborist plans, organizes, oversees, coordinates, reviews and enforces Town ordinances regarding heritage trees and landscape screening. The Code Enforcement Officer enforcing city, county, and state laws that are relevant to maintaining orderliness in Atherton.

Contact Information

<b>Title/Name</b>	<b>Contact Information</b>	<b>Business Address</b>
<b>CITY MANAGER</b> George Rodericks	Ph (650) 752-0504 Fax (650) 688-6528 <a href="mailto:grodericks@ci.atherton.ca.us">grodericks@ci.atherton.ca.us</a>	91 Ashfield Road Atherton, CA 94027
<b>CITY ATTORNEY</b> William B. Conners	Ph (831) 601-1100 <a href="mailto:bslawstuff@yahoo.com">bslawstuff@yahoo.com</a>	William B. Conners P. O. Box 1521 Pebble Beach, CA 93953
<b>CHIEF OF POLICE</b> Ed Flint	Ph (650) 752-0508 Fax (650) 328-3220 <a href="mailto:eflint@ci.atherton.ca.us">eflint@ci.atherton.ca.us</a>	83 Ashfield Road Atherton, CA 94027
<b>ASSISTANT TO THE CITY MANAGER/CITY CLERK</b> Theresa DellaSanta	Ph (650) 752-0529 Fax (650) 328-3220 <a href="mailto:tdellasanta@ci.atherton.ca.us">tdellasanta@ci.atherton.ca.us</a>	91 Ashfield Road Atherton, CA 94027
<b>CITY PLANNER</b> Lisa Costa Sanders	Ph (650) 322-0875 Fax (650) 322-0150  Cell (650) 333-0248 <a href="mailto:lcostasanders@ci.atherton.ca.us">lcostasanders@ci.atherton.ca.us</a>	Neal Martin & Associates 751 Laurel St Suite 622 San Carlos, CA 94070
<b>COMMUNITY SERVICES DIRECTOR</b> Mike Kashiwagi	Ph (650) 752-0532 Fax (650) 688-6539 <a href="mailto:mkashiwagi@ci.atherton.ca.us">mkashiwagi@ci.atherton.ca.us</a>	93 Station Lane Atherton, CA 94027
<b>FINANCE DIRECTOR</b> Robert Barron III	Ph (650) 752-0552 Fax (650) 688-6528 <a href="mailto:rbarron@ci.atherton.ca.us">rbarron@ci.atherton.ca.us</a>	91 Ashfield Road Atherton, CA 94027
<b>PUBLIC WORKS SUPERINTENDENT</b> Steve Tyler	Ph (650) 752-0541 Fax (650) 688-6539 <a href="mailto:styler@ci.atherton.ca.us">styler@ci.atherton.ca.us</a>	93 Station Lane Atherton, CA 94027
<b>TOWN ARBORIST</b> Kevin Kiely	Ph (650) 752-0526 Fax (650) 688-6539 <a href="mailto:kkiely@ci.atherton.ca.us">kkiely@ci.atherton.ca.us</a>	93 Station Lane Atherton, CA 94027
<b>CODE ENFORCEMENT OFFICER</b> Robert Cushing	Ph (650) 752-0533 Cell (650) 333-0854	93 Station Lane

	<a href="mailto:rcushing@ci.atherton.ca.us">rcushing@ci.atherton.ca.us</a>	Atherton, CA 94027
<b>PUBLIC WORKS DIRECTOR</b> Gordon Siebert	Ph (650) 752-0532 <a href="mailto:gsiebert@ci.atherton.ca.us">gsiebert@ci.atherton.ca.us</a>	93 Station Lane Atherton, CA 94027

The Town's revamped website provides a mass of information about the services provided. Visit [www.ci.atherton.ca.us](http://www.ci.atherton.ca.us). Here you can find additional information about the various aforementioned Departments including services provided, FAQs and staff contacts. Additionally, you can sign up for Town notifications through the Notify Me button and you can access the Report a Concern button on the home page.

The Notify Me feature allows users to receive notifications from the various Departments in Town with respect to events, meetings, emergencies, tips, crime prevention and more.

The Report a Concern feature allows users to log onto the website and report concerns directly through the site for issues that include potholes, graffiti, signage issues, illegal construction activities and more.

For more information on the features of the Town's website contact Theresa DellaSanta.

## Conclusion

For some of these services, the Town has limited authority or involvement (such as cable or telephone services). For others, we are joined together in service delivery and governance (such as the Library JPA or sanitation services).

Staff anticipates that Council will provide feedback concerning this Report and identify any other areas for further information. Staff will translate the information in the report to the Town's website for use by the community.