



Minutes
Town of Atherton
CITY COUNCIL
May 18, 2016

6:00 P.M. – SPECIAL MEETING - CLOSED SESSION

Conference Room; Town Administrative Offices

91 Ashfield Road, Atherton, California

7:00 P.M. - REGULAR MEETING

Council Chambers

94 Ashfield Road,
Atherton, California

Mayor Lewis called the special meeting to order at 6:00 p.m.

6:00 PM CLOSED SESSION IN CONFERENCE ROOM

ROLL CALL Wiest, DeGolia, Widmer, Lewis, Lempres

PUBLIC COMMENTS

Public Announcement of Closed Session Items

CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR – Labor negotiations pursuant to Government Code Section 54957.6

Agency Negotiators: George Rodericks, City Manager

Employee Organization: Unrepresented Employees, Atherton Police Officers' Association

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957(b)

City Manager

ADJOURN TO OPEN SESSION – COUNCIL CHAMBERS

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

7:00 PM REGULAR SESSION

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL Lewis, Lempres, Widmer, Wiest, DeGolia

3. PRESENTATIONS

Proclamation – Nanette Chapman

Mayor Lewis read the proclamation for the record. She presented the proclamation to Mr. Chapman.

4. PUBLIC COMMENTS

Susan Masetti, Friends of Holbrook-Palmer Park, provided an update to Council regarding the Office of Preservation's unanimous approval of the Carriage House and Water Tower for listing on the National Register of Historic Places. There was discussion of a potential plaque to be added to the buildings. Masetti will return to Council with a final design.

5. REPORT OUT OF CLOSED SESSION - Report out by City Attorney

6. CITY MANAGER'S REPORT

7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT

CONSENT CALENDAR (Items 8-13)

8. APPROVAL OF MAY 4 SPECIAL MEETING AND APRIL 20, 2016 REGULAR MEETING MINUTES

Report: City Clerk Theresa DellaSanta

Recommendation: Approve meeting minutes

9. APPROVAL OF BILLS AND CLAIMS FOR APRIL IN THE AMOUNT OF \$ 998,526

Report: Finance Director Robert Barron III

Recommendation: Approve Bills and Claims in the amount of \$ 998,526

10. AUTHORIZE CHANGE ORDER FOR REHABILITATION OF SEWER TRUNK MAIN IN MARSH ROAD AND REIMBURSEMENT AGREEMENT BETWEEN WEST BAY SANITARY DISTRICT AND TOWN OF ATHERTON

Report: Mike Kashiwagi, Community Services Director

Recommendation: Authorize a change order to the Marsh Road Channel Repair contract with Granite Construction for the rehabilitation of the West Bay Sanitary District Trunk Main located in Marsh Road; direct the City Attorney to prepare and the City Manager to execute a reimbursement agreement with West Bay Sanitary District for all costs associated with said trunk main rehabilitation change order

11. AWARD A PROFESSIONAL SERVICES AGREEMENT WITH W-TRANS FOR THE EL CAMINO REAL COMPLETE STREETS PLAN

Report: Community Services Director Mike Kashiwagi

Recommendation: Direct the City Attorney to prepare and the City Manager to execute a professional services contract with W-Trans for a not to exceed fee of \$98,600 to perform transportation analysis, community engagement, and management services necessary for the preparation of the first phase El Camino Real Complete Streets Plan

12. ADOPTION OF RESOLUTION 16-XX CALLING THE NOVEMBER 8, 2016 PRESIDENTIAL GENERAL ELECTION, REQUEST CONSOLIDATION, AND CONTRACT WITH THE CHIEF ELECTIONS OFFICE FOR ELECTION SERVICES

Report: City Clerk Theresa DellaSanta

Recommendation: Adopt Resolution 16-xx calling the Presidential General Election, for the purpose of electing two (2) members of the Atherton City Council, to be held on November 8, 2016; requesting the San Mateo County Board of Supervisors to consolidate the election with any other elections to be held on November 8, 2016; contracting with the Chief Elections Official for the purpose of providing election services; and authorizing the City Manager to sign the service agreement with the County Elections Officer

13. ADOPTION OF RESOLUTION REQUIRING CANDIDATES TO BE CHARGED A DEPOSIT TO COVER THE COST OF PUBLICATION FOR STATEMENT OF QUALIFICATIONS FOR THE NOVEMBER 8, 2016 PRESIDENTIAL GENERAL ELECTION

Report: City Clerk Theresa DellaSanta

Recommendation: Staff recommends adoption of a resolution requiring candidates to pay the prorated cost of publication and distribution of the Statement of Qualifications and specifying the length of the Statement for the November 8, 2016 Presidential General Election

MOTION by Widmer, second by DeGolia to approved the consent calendar consisting of items 8 through 13. The motion passed unanimously.

PUBLIC HEARING – None

REGULAR AGENDA – (Items 14-15)

14. CIVIC CENTER STATUS UPDATE

Report: Community Services Director Mike Kashiwagi

Recommendation: Community Services Director Mike Kashiwagi

- a. Approve the Civic Center Schematic Design;
- b. Authorize the City Manager to execute Amendment Number 3 for Design Development with WRNS Studio in the amount of \$767,985, pending receipt of a contribution of \$506,870 from Atherton Now; and
- c. Accept the Cost Estimate or direct the CCAC to work with WRNS Studio and staff to make design changes consistent with Council direction

After a brief staff report and public comment, the Council began a considered discussion of the current status of the Civic Center Project with a staff request to approve the Schematic Design, authorize the Design Development Phase, and accept the Cost Estimate with direction. The Council discussed the schematic design of the project noting the resulting impact on the cost estimate, allocation of costs amongst the facilities, and the change in fundraising requirement from \$27.3 million to \$26.8 million. The Council discussed the exterior of the building, the interior flooring planning and program, the size of the proposed Council Chambers and inclusion or exclusion of the EOC, future grants, the space and function of the interior of the Library, the “look and feel” of the project, the current status of the sustainability matrix, the deliverables in the Design Development

Phase, the timing and project schedule, and the original fundraising expectation. There was considerable discussion on this item.

Following discussion and public comment, the Council approved the Schematic Design, authorized the City Manager to move the project into Design Development, and accepted the Cost Estimate. Specific direction from the Council related to the preceding was that staff should closely scrutinize the square footage requirements of the new Civic Center Building (noted as 20,690) to get as close to existing square footage needs (noted as 18,641 square feet) as possible; if there are significant changes that affect the look, feel, or function of spaces that the Council should be presented with those options for consideration; that staff should schedule regular, detailed updates to the City Council and schedule a joint meeting or meetings along the way with the CCAC and Council as necessary (suggested as 5:30 pm to 7 pm in advance of regular meetings as needed); and that the fundraising assumption of \$25 million be set such that the project is designed to a budget that assumes a requirement of no more than that fundraising assumption. Overall, the Council was pleased with the look and feel of the building and continued to express support for the project and the work of staff and the CCAC.

15. REVIEW OF FY 2016/17 CAPITAL IMPROVEMENT PROGRAM

Report: Finance Director Robert Barron III

Recommendation: Review, discuss, and provide feedback regarding proposed projects, programs and funding for the Capital Improvement Program (CIP)

Following a brief staff presentation and public comment, the Council discussed the various priority areas for consideration. These areas focused on drainage projects, bicycle/pedestrian projects, and streets and roads. In addition to the areas provided by staff as focus areas and projects, the Council discussed the use of Gas Tax revenues and provided direction to staff to use these funds as a priority when selecting projects; directed staff to include any studies necessary to begin to address drainage issues along El Camino Real; provided direction on bicycle and pedestrian projects maintaining Safe Routes To School and Middlefield Road as priorities; directed that the feasibility study for Quad Gates at the Watkin's Avenue Railroad Crossing be moved into the FY 2016/17 budget; and directed that a Caltrain Station Assessment Project be removed from the CIP.

16. COUNCIL REPORTS/COMMENTS

Nothing further to add to written report.

17. FUTURE AGENDA ITEMS

None.

18. PUBLIC COMMENTS

None.

19. ADJOURN

Mayor Lewis adjourned the meeting at 10:15 p.m.

Respectfully Submitted,
Theresa N. DellaSanta