



Minutes
Town of Atherton
CITY COUNCIL
April 19, 2017

6:00 P.M. – CLOSED SESSION

91 Ashfield Road

7:00 P.M. - REGULAR MEETING

Council Chambers

94 Ashfield Road,
Atherton, California

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

7:00 REGULAR SESSION

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

PROCLAMATIONS

- Public Safety Communications Personnel – Dispatcher Sharon Koehler
- National Peace Officers Memorial Day – Acting Chief Joe Wade

OATH OF OFFICE

- Police Officer Daniel Rojas – Administered by Acting Chief Joe Wade

PENINSULA CLEAN ENERGY

- Presentation – Senior Town Planner Stephanie B. Davis

4. **PUBLIC COMMENTS**

Steve Van Pell, Menlo Park, noted that he is working with a graduate student from Stanford on a study regarding ambulance response. He will share the outcome with the Town and hopes it could help make improvements for agencies.

5. **REPORT OUT OF CLOSED SESSION** –

City Attorney Connors noted that there was no reportable action from closed session.

6. **CITY MANAGER'S REPORT**

City Manager Rodericks noted that the Town may wish to oppose AB1103 (Oberholte). Existing law provides that a person riding a bicycle or operating a pedicab upon a highway has all the rights and is subject to all the laws applicable to the driver of a vehicle. AB1103 changes existing law to authorize a person operating a bicycle approaching a stop sign, after slowing to a reasonable speed and yielding the

right-of-way, to cautiously make a turn or proceed through the intersection without stopping, unless safety considerations require otherwise.

7. COMMUNITY ORGANIZATION ROUNDTABLE REPORT

CONSENT CALENDAR (Items 8-18)

Council Member Widmer had a comment on Item 12.

8. APPROVAL OF MARCH 15 REGULAR MEETING AND APRIL 5 SPECIAL MEETING MINUTES

Report: City Clerk Theresa DellaSanta

Recommendation: Approve meeting minutes

9. APPROVAL OF BILLS AND CLAIMS FOR MARCH, 2017 IN THE AMOUNT OF \$1,246,728

Report: Finance Director Robert Barron III

Recommendation: Approve Bills and Claims in the amount of \$1,246,728

10. ACCEPTANCE OF TREASURER'S REPORT FOR THE SECOND QUARTER ENDED DECEMBER 31, 2016

Report: Finance Director Robert Barron III

Recommendation: Accept the Treasurer's Report for the second Quarter Ended December 31, 2016

11. ACCEPT THE FISCAL YEAR 2015-16 AUDITED BASIC FINANCIAL STATEMENTS

Report: Finance Director Robert Barron III

Recommendation: Accept the FY 2015-16 Audited Basic Financial Statements and the Memorandum on Internal Control and Required Communications

12. PARTICIPATION IN THE INSTITUTE FOR LOCAL GOVERNMENT'S BEACON AWARD PROGRAM

Report: Senior Planner Stephanie B. Davis

Recommendation: Adopt the attached Resolution approving the Town's participation in the Institute for Local Government's Beacon Program

Widmer felt this was good recognition and the Town should consider seeking recognition for the library and new town center.

13. ACCEPT FOR SECOND READING AND ADOPT AN ORDINANCE AMENDING ATHERTON MUNICIPAL CODE CHAPTER 17.52 SECOND DWELLING UNITS

Report: Senior Planner Stephanie B. Davis

Recommendation: Accept for 2nd Reading and Adopt an Ordinance amending Atherton Municipal Code Chapter 17.52 regulating second dwelling units

14. SECOND READING AND ADOPTION OF ORDINANCE OF THE CITY COUNCIL OF THE TOWN OF ATHERTON TO DECREASE RESIDENTIAL GARBAGE CART RATES IN THE TOWN OF ATHERTON

Report: Finance Director Robert Barron III

Recommendation: Waive further reading and adopt ordinance decreasing residential garbage cart rates in the Town of Atherton

15. SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND TITLE 15 OF THE ATHERTON MUNICIPAL TO MODIFY AND RATIFY THE FIRE REGULATIONS AS ADOPTED BY THE MENLO PARK FIRE PROTECTION DISTRICT

Report: Community Services Director Mike Kashiwagi

Recommendation: Waive Further Reading and Adoption of an Ordinance amending Title 15 of the Atherton Municipal Code to modify and ratify the fire regulations as adopted by the Menlo Park Fire Protection District

16. APPROVE THE SERIES STREET LIGHT REPLACEMENT PROGRAM PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR PUBLIC BIDS

Report: Community Services Director Mike Kashiwagi

Recommendation:

1. Approve the Series Street Light Replacement Program Plans and Specifications; and
2. Authorize staff to advertise the plans and specifications for public construction bids

17. ACCEPTANCE OF WORK, AUTHORIZATION TO RECORD NOTICE OF COMPLETION FOR THE 2017 SPRING PATCHING PROJECT

Report: Community Services Director Mike Kashiwagi

Recommendation: Accept work and authorize recording of a Notice of Completion for the 2017 Spring Patching Project, Number 56076

18. AWARD OF CONTRACT FOR THE 2017 OVERLAY PROJECT, PROJECT NUMBER 56078

Report: Community Services Director Mike Kashiwagi

Recommendation: Award the construction contract for 2017 Overlay Project, Project Number 56078 to the lowest responsive bidder, Interstate Grading and Paving of South San Francisco for \$305,460 and authorize change orders up to \$30,000; direct the City Attorney to prepare the contract; and authorize the City Manager to execute the contract on behalf of the Town

MOTION by Widmer, second by DeGolia to approve the consent calendar consisting of item 8-18. The motion passed unanimously.

PUBLIC HEARING (Item 19)

19. CONDUCT THE PUBLIC HEARING AND INTRODUCE FOR FIRST READING AN ORDINANCE AMENDING ATHERTON MUNICIPAL CODE CHAPTER 17.32 “RESIDENTIAL DISTRICT R1-A” REGULATING THE CRITERIA FOR SPECIAL STRUCTURE PERMITS TO EXCEED THE MAXIMUM ALLOWABLE SIDEWALL HEIGHT

Report: Senior Planner Stephanie B. Davis

Recommendation: Conduct the public hearing and introduce an ordinance amending Atherton Municipal Code Chapter 17.32 “Residential District R1-A” regulating the criteria for Special Structures Permits to exceed the maximum allowable sidewall height for main residences

Planning Director Costa Sanders provided Council with a summary of her report. She noted that the Planning Commission recommends that the Town continue to require requests to exceed the maximum allowable sidewall height obtain a Special Structures Permit but with the following amendment to the criteria of this process: Continue to require a Planning Commission Special Structures Permit for requests to increase the vertical sidewall height, but only require the increased setback requirement to the “offending” element(s) of the home requesting the sidewall height increase.

Costa Sanders noted that this recommendation attempts to address the issue of buildings being constructed with flat, “stacked” wall lines which can occur under the current ordinance by creating the opportunity for sections of a main residence’s second floor to be inset and segmented from the floor below in order to create some break in building mass and add architectural variety. Further, this recommendation continues to require increased setbacks for the “taller” area of the home from the adjacent neighbors and public right-of-way.

Planning Commission Chair Eric Lane provided background and showed Council pictures that illustrate several homes with different sidewall heights.

Lewis asked clarifying questions about sidewalls and heights.

Lempres had clarifying questions on some of the ordinance language. Costa Sanders and Assistant City Attorney Larson provided language changes (edits below).

There was discussion around how the ordinance is applied; clarity on the actual language changes; unintended consequences of making these changes; and the affect and/or planning for screening.

Wiest said he was glad to see that this process has been simplified and still gives flexibility.

Widmer noted that he received concerns from property owners about privacy issues with raising walls and having higher windows (second floor). He noted that Council should consider revising screening requirements.

MOTION by Lewis, second by Wiest to introduce an ordinance amending Atherton Municipal Code Chapter 17.32 “Residential District R1-A” regulating the criteria for Special Structures Permits to exceed the maximum allowable sidewall height for main residences with the edits made by staff (edits below). The motion passed 4-1 (Widmer opposed).

a. The main building, vertical sidewalls, and columns height may be increased in any case where the front, rear, and side yards as measured to the area(s) having the requesting increased vertical height, are increased above the standard setbacks by a ratio of at least five feet for each one-foot increase of height;and

b. Increased height for a main building (but not to exceed thirty-four feet) or for vertical sidewalls or columns (but not to exceed twenty-eight feet) ~~shall~~may be permitted by way upon approval of a special structure permit.

REGULAR AGENDA – (Items 20-24)

20. REVIEW OF THE FY 2017/18 SPECIAL REVENUE AND INTERNAL SERVICE FUNDS

Report: Finance Director Robert Barron III

Recommendation: Review and Discuss Special Revenue and Internal Service Funds for FY 2017/18

Finance Director Barron provided Council with a brief summary of his report. Barron noted that he will only be discussing special revenue funds. He added that the Town maintains a variety of special revenue and internal service funds that are “restricted funds” for specific purposes that assist in maintaining the Town General Operations beyond basic capital improvements. Special Revenue Funds are used to account for revenues derived from specific sources. Revenues to these funds are usually required by law or administrative regulation to be accounted for in a separate fund. They are separate from funds dedicated for capital improvement projects.

Council Member Widmer asked whether the Town had looked at setting up a reserve fund for workers compensation to be 100% funded.

City Manager Rodericks explained that Finance Committee Chair Bob Polito did take a look at it and it would cost the Town too much to leave the current JPA because of its prior year’s claims. Barron noted that once the Town’s claims even out, staff will look at other options again.

Council Member Lewis asked if there is anything the Town can do to reduce the amount of claims.

Rodericks noted that the Town follows risk management best practices set out by ABAG and meets quarterly to review claims and safety issues.

Council Member DeGolia questioned the increase in employee benefits fund. Barron noted that the Town made a \$680,000 OPEB contribution and contributed the pay-as-you-go requirement which resulted in approximately a one million dollar increase.

21. APPROVE AN AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH WRNS STUDIO (SUBCONSULTANT) FOR ALTA SURVEY SERVICES; APPROVE A TASK ORDER FOR INTERWEST CONSULTING GROUP FOR INFORMATION TECHNOLOGY SERVICES FOR THE CIVIC CENTER PROJECT; AUTHORIZE THE CITY ATTORNEY TO PREPARE AND THE CITY MANAGER TO EXECUTE THE TASK ORDER; AUTHORIZE STAFF TO ISSUE A REQUEST FOR QUALIFICATIONS FOR GENERAL CONTRACTORS; RECEIVE THE COST MODEL MANAGER; AND RECEIVE VALUE ENGINEERING PAPER

Report: Community Services Director Mike Kashiwagi

Recommendation:

1. Authorize the City Attorney to prepare and the City Manager to execute an amendment to the consulting services agreement with WRNS Studio (via a subconsultant) to perform ALTA survey services for the Civic Center Project for a fee not to exceed \$27,820; and
2. Approve a Task Order for Interwest Consulting Group for Civic Center project Information Technology (IT) Services at a fee not to exceed \$58,320; and
3. Authorize the City Attorney to prepare and the City Manager to execute any necessary Interwest agreement amendments thereto; and

4. Authorize staff to issue a request for qualifications (RFQ) to prequalify General Contractors for construction of the Civic Center project; and
5. Receive the Cost Model Manager (CMM); and
6. Receive the Value Engineering paper

City Manager Rodericks discussed the first three components of the recommendations explaining to council what each was for.

Council member Lewis said that items 1-3 are absolutely frugal to this project and supported it.

MOTION by Lewis, second by Wiest to Approve Item 1, 2 and 3:

1. Authorize the City Attorney to prepare and the City Manager to execute an amendment to the consulting services agreement with WRNS Studio (via a subconsultant) to perform ALTA survey services for the Civic Center Project for a fee not to exceed \$27,820; and
2. Approve a Task Order for Interwest Consulting Group for Civic Center project Information Technology (IT) Services at a fee not to exceed \$58,320; and
3. Authorize the City Attorney to prepare and the City Manager to execute any necessary Interwest agreement amendments thereto.

The Motion passed unanimously.

City Engineer Marty Hanneman provided Council with a report on recommendation #4.

There was discussion about the RFQ and prequalification requirements. Hanneman noted that this allows the Town to screen out contractors who they do not want to work with.

Council Member Widmer suggested expanding the 150-mile radius for bidders to allow for the best prices. He felt that limiting it to 150 miles could result in higher costs. Lewis and DeGolia agreed.

Council Member DeGolia suggested that the language be revised for sustainability to state the Towns aspirations for attaining the sustainability objectives.

Widmer suggested asking them for a review of their capabilities and experience.

MOTION by Wiest, second by Lewis to authorize staff to issue a request for qualifications (RFQ) to prequalify General Contractors for construction of the Civic Center project with the amendment to expand the RFQ to companies that have an office in California to manage the project, and strike the last three sentences of the same paragraph. The motion passed unanimously.

Rodericks explained that recommendation #5 is the “all in” cost model manager and is included as information only.

Rodericks noted that for recommendation #6 he has requested whether Interwest has someone in their firm that can take a fresh look at the plan sets to identify areas in the plan that we can use in the value engineering process once we have a contractor.

There was a discussion about the meaning of value engineering with respect to the project. Hanneman noted that once we go out to bid there are plan sets developed by an architect which a contractor might be able to produce by using a different method or material to save money. He added that it incentivizes the contractor to negotiate because the cost of the savings is split between the Town and the contractor.

There was further discussion about the purpose of the Cost Model Manager and how the Project Management Committee, will be used during the next several months as well as the selected contractor to identify opportunities for cost savings. The Council also discussed the Cost Model Manager in relation to funding opportunities and overall project cost versus exceptions.

22. AWARD A CONSTRUCTION CONTRACT TO REDGWICK CONSTRUCTION FOR THE MIDDLEFIELD RD/OAK GROVE AVE COMPLETE STREETS INTERSECTION IMPROVEMENTS PROJECT; APPROVE AN AMENDMENT TO THE HMM AGREEMENT TO PROVIDE CONSTRUCTION SUPPORT SERVICES; AND AMEND THE FY 2016/17 CAPITAL IMPROVEMENT PROGRAM TO INCREASE PROJECT BUDGET; PROJECT NUMBER 56079

Report: Community Services Director Mike Kashiwagi

Recommendation:

1. Award the construction contract for the Middlefield Road/ Oak Grove Avenue Complete Streets Intersection Improvement Project to the lowest responsive bidder, Redgwick Construction Co. of Oakland, CA for \$520,544.30; direct the City Attorney to prepare the contract; and authorize the City Manager to execute the contract; and
2. Authorize the City Attorney to draft and the City Manager to execute an amendment to the Professional Services Agreement with Hatch Mott MacDonald (HMM) for construction support services for a not to exceed fee of \$8,000; and
3. Adopt the attached Resolution No. 17-XX amending the FY 2016/17 Capital Improvement Program.

Hanneman noted that the Engineers estimate for this project is \$338,197. The Redgwick Construction bid of \$520,544.30 is 53% higher than the Engineers estimate. Hanneman noted that he spoke with Redgwick and other individuals in the construction industry, all of who stated that many other project bids are coming in higher than expected due to the active construction climate in northern California.

Redgwick informed Hanneman that the construction industry is very busy. If Council were to reject the bids and go back out to bid Redgwick would not plan to submit another proposal.

Mayor Lempres mentioned that the difference between the engineers estimate and the bids is surprising. Is there something to be learned from it? Hanneman said he isn't sure how detailed the engineers estimates were and whether it reflected current construction costs and conditions.

MOTION by Wiest, second by Widmer to award the construction contract for the Middlefield Road/ Oak Grove Avenue Complete Streets Intersection Improvement Project to the lowest responsive bidder, Redgwick Construction Co. of Oakland, CA for \$520,544.30; direct the City Attorney to prepare the contract; and authorize the City Manager to execute the contract; and authorize the City Attorney to draft and the City Manager to execute an amendment to the Professional Services Agreement with Hatch Mott MacDonald (HMM) for construction support services for a not to exceed fee of \$8,000; and adopt the attached Resolution No. 17-XX amending the FY 2016/17 Capital Improvement Program. The motion passed unanimously.

23. PARK CIRCULATION PLAN – APPROVE AN INCREASE IN THE SCOPE OF WORK FOR VERDE DESIGN RELATED TO THE PARK CIRCULATION PROJECT AND AUTHORIZE THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT

Report: Community Services Director Mike Kashiwagi

Recommendation: Approve an increase in the Scope of Work for Verde Design related to the Park Circulation Plan Design from \$64,870 to a not to exceed price of \$85,870 (a \$21,000 increase) and authorize the City Manager to execute an amendment to the Agreement

Public Works Superintendent Steve Tyler summarized the report to Council.

Council Member Widmer asked if the design for repair of the front path is included. Tyler noted that work will be done but not through this contract.

Council Member DeGolia sought clarification on the various components of the scope of work.

There was discussion on the design and cost of the park circulation path and the entry design statement including a trellis.

MOTION by Wiest, second by DeGolia to approve an increase in the Scope of Work for Verde Design related to the Park Circulation Plan Design from \$64,870 to a not to exceed price of \$85,870 (a \$21,000 increase) and authorize the City Manager to execute an amendment to the Agreement approved the change to the scope of work with the caveat that it be made clear that design does not necessarily mean construction and that the Council will decide at some future point what elements are approved for actual construction. The motion passed unanimously.

24. APPROVAL OF A BUDGET AMENDMENT AND AWARD A CONSULTANT SERVICES AGREEMENT TO MATRIX CONSULTING GROUP FOR THE FIRE SERVICES FISCAL REVIEW

Report: City Manager George Rodericks

Recommendation:

1. Adopt the attached Resolution No. 17-XX authorizing a budget amendment of \$50,000 to fund the Fire Fiscal Services Review; and
2. Direct the City Attorney to prepare and the City Manager to execute a professional services contract with Matrix Consulting Group for a fixed price of \$49,500 to conduct the Fire Services Fiscal Review

City Manager Rodericks summarized the report.

Mayor Lempres noted that Fire District Board Member Virginia Chang-Kiraly intends to make the meeting if her Harbor District meeting ends in time to allow for her to make it.

Vice Mayor Wiest asked Rodericks if he had any experience with Matrix. Rodericks said no.

Walter Sleeth, Atherton resident, urged Council not to proceed with spending the money on this study. He noted that the study won't make any changes to the Town's relationship with the District. Sleeth also

added that he has not seen any evidence that the Council is aware of what the “end game” is with the study.

Council Member Widmer felt it was an excellent proposal. Kudos to Rodericks.

Voice Mayor Wiest noted that it is important to understand what Atherton taxpayers are contributing to the Fire District. The study will help inform the Council to make decisions if it becomes necessary.

Council Member DeGolia was confused on what the Town will get from the study and sought clarification.

Vice Mayor Wiest helped clarify the scope as well as the issues that the study was hoping to identify.

Council Member Lewis agreed with moving forward with the study.

MOTION by Widmer, second by Wiest to Adopt the resolution No. 17-XX authorizing a budget amendment of \$50,000 to fund the Fire Fiscal Services Review; and Direct the City Attorney to prepare and the City Manager to execute a professional services contract with Matrix Consulting Group for a fixed price of \$49,500 to conduct the Fire Services Fiscal Review. The motion passed 5-0.

25. COUNCIL REPORTS/COMMENTS

Council discussed getting back on track with submitting written council reports. Mayor Lempres suggested doing a report at least twice a year at the January and June study sessions.

26. FUTURE AGENDA ITEMS

None.

27. PUBLIC COMMENTS

None.

28. ADJOURN

Mayor Lempres adjourned the meeting at 9:50 p.m.

Respectfully submitted,
Theresa N. DellaSanta
City Clerk



Minutes
Town of Atherton
April 25, 2017
1:00 P.M.
Main House
150 Watkins Ave
Atherton, California
Special Meeting

ROLL CALL Lempres, Wiest, Lewis, Widmer, DeGolia

PUBLIC COMMENTS – For items on the agenda

STUDY SESSION ITEMS

1. DISCUSS AND UPDATE CITY COUNCIL GOALS & OBJECTIVES
Facilitator: Nancy Hetrick, Management Partners

Objectives

Review Council Goals and Priorities

Today's Agenda

- A review of goals accomplished since 2015
- A look ahead at goals to accomplish
- Identify what we can accomplish

Nancy Hetrick of Management Partners kicked off the session by asking each Councilmember what they were most proud of.

Vice Mayor Wiest mentioned the limited negative press and detailed updates from City Manager.

Mayor Lempres noted that well-handled financial situation the Town is in.

Councilmember Lewis was proud that the Town continued to reinvest finances into capital improvement projects –such as marsh road project, bike safety, and moving the new town center forward.

Councilmember DeGolia noted that four comprehensive master plans the Town completed and is currently implementing. Transparency is also remarkable.

Councilmember Widmer was proud of the way the Town was educating the community on the need for town center and making sure they understand the financing options. He added that Mayor Lempres has done a great job running meetings and collaborating with members of Council.

The Council expressed that over the last few years, the Town has done exceptionally well with "push" information - Facebook, Twitter, Next Door, Town website, email and written correspondence and publications - to increase transparency and educate the community about Town topics, projects and issues. But that the Town needs to also increase opportunities for "pull" engagement - engaging the community and drawing them out and into Town opportunities. Events and activities such as Earth Day, Art Reception, National Night Out, and others were cited as pulling the community out to engagement. The Council expressed a need to expand these opportunities noting that if the Town increases "pull" opportunities, the community will get more engaged at all levels on a consistent basis.

The Council reinforced the 6 Broad Council Goal Categories:

- Goal A - Maintaining Fiscal Responsibility - maintaining a balanced budget with adequate reserves and fiscal transparency.
- Goal B - Preserving Atherton's Small Town Character and Quality of Life - maintaining a focus to identify and mitigate impacts of regional growth to the maximum extent possible.
- Goal C - Creating a Town Center - ensuring the development of the new Town Center (Library, Administration, Community Development, Police)
- Goal D - Managing Circulation and Improving Safety - providing stewardship and leadership to maintain mobility and improve accessibility and safety options for bicycles and pedestrians.
- Goal E - Strengthening Community Engagement and Transparency - pursuing opportunities for increased engagement and public outreach in "push" and "pull" experiences.
- Goal F - Being a Forward-Thinking, Well-Managed, Well-Planned Town - Increasing and Maintaining Transparency, Collaboration, and Partnerships.

The current status/expectations of the strategies under each of the goals above were also discussed. These discussions included conversations around:

- contribution levels toward long-term obligations related to pension and OPEB liabilities
- ensuring adequate revenue sources and options
- continuing look at the fire services fiscal review
- funding the maintenance and improvement of Town assets (the CIP - drainage, parks, streets/roads, bridges, etc.)
- continued identification and tackling of issues in the Town's public right-of-way
- progress on bringing fiber to the community
- traffic and circulation
- mitigation and next steps to address/confront regional project impacts
- implementation of the Town's bicycle and pedestrian master plan
- movement on the Town's Quiet Zone and the opportunity for Quad Gates at Watkins
- enhancing the Town's use of technology tools for transparency and engagement
- developing a savings plan for future building assets at Town Hall as well as the Park
- identification of opportunities for the Library Fund once the new Library is complete
- regional collaboration opportunities
- expansion of the Town's community engagement opportunities

Other areas of discussion included the Town's positive relationship with the press, the general openness and approachability of the organization and staff, positive changes to the organization and service delivery, a continuing focus on the attraction and retention of quality staff and ensuring

that staff have adequate training and resources to meet the changing needs of the community. The Council also discussed possible options to ensure that there are adequate resources in the Park to meet the needs of the community and how to fund those needs via venue charges and user fees. The Council discussed construction activity in Town as well as tackling the issue of AirBnB rentals that disrupt local neighborhoods.

The Council was asked to provide some focus for staff moving forward by identifying their "Top 3 or 4" items from the list of continuing priorities. Overwhelming support was expressed for the progress to date and the desire to see through to completion the new Town Center and Library as the Town's #1 priority. Beyond that, the Council expressed support for addressing regional impacts from outside development (mostly related to traffic); maintaining a firm grip on fiscal controls and transparency; and enhancing community engagement through push and pull opportunities. Others that made the list include support for staffing needs, a focus on bicycle lane improvements, moving forward with changes to the Town's business license tax, a focus on the continuing need for the parcel tax, continued implementation of the Town's Master Plans (Drainage, Park, Civic Center, and Bicycle/Pedestrian), organizing an "active shooter" exercise with local schools, and recognition that 2023 (just 6 years away) is the Town's 100th Anniversary!

A summary of the workshop will be prepared by Management Partners and distributed. The Report will be provided to the Council and made available on the Town's website.

ADJOURN

The Mayor adjourned the meeting at 4:15 p.m.

**Respectfully Submitted,
Theresa N. DellaSanta
City Clerk**