



Item No. 14 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GEORGE RODERICKS, CITY MANAGER

DATE: SEPTEMBER 16, 2020

SUBJECT: CERTIFICATION OF CONTINUING EMERGENCY AND RATIFICATION OF SUCH RULES AND REGULATIONS ENACTED BY THE DIRECTOR OF EMERGENCY SERVICES IN RESPONSE TO COVID-19

RECOMMENDATION

It is recommended that the Council certify the continuing emergency and ratify such rules and regulations enacted by the Director of Emergency Services in response to COVID-19.

BACKGROUND | ANALYSIS

The City Council last met on July 15 and certified the continuing emergency and ratified such rules and regulations enacted by the Director of Emergency Services in response to COVID-19.

Since that time, discussion was held by the Restart Subcommittee to discuss appropriate protocols and phasing for re-opening of activities at Holbrook Palmer Park consistent with the County's re-opening phases. Following discussion, the Town's rental facilities remain closed; however, outdoor events and day use rentals at the Park were authorized up to a maximum of 25 people. COVID-19 Protocols are required for all events and activities. Ad hoc groups that use the Park must abide by the social distancing and face covering protocols and are subject to monitoring by the Police Department and park staff.

Restrooms, Par Course, Picnic Areas, and Children's Play areas remain closed.

Town operations continue to follow COVID-19 Protocols and staff continues to operate on an A-Team/B-Team approach to limit the number of staff in the office at any given time. Staff alternate their time in the office with remote work plans.

FISCAL IMPACT

Rental activity at the Park has been significantly impacted. Rental revenue is minimal. Staff does not anticipate a return to full rental revenue and/or activities in the current fiscal year. Building, Planning and Public Works activity are returning to normal levels.

The FY 2020/2021 Budget projected Park Program Revenue at approximately 80% of normal (\$166,740). Based on the State and County re-opening guidelines, staff anticipates that that revenue target is high and that actual revenues from park rental activity will be less. Exactly how much less is not predictable at this time.

POLICY FOCUS

Policy issues are limited to the continuing emergency.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item ___ has or X has not been before a Town Committee or Commission.

- Audit/Finance Committee (meets every other month)
- Bicycle/Pedestrian Committee (meets as needed)
- Environmental Programs Committee (meets every other month)
- Park and Recreation Committee (meets each month)
- Planning Commission (meets each month)
- Rail Committee (meets every other month)
- Transportation Committee (meets every other month)

ATTACHMENTS

None.