

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 940, DECEMBER 14, 2016

CALL TO ORDER AND ROLL CALL

Mayor Derwin called the Town Council's Regular meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Ms. Hanlon called the roll.

Present: Councilmembers Jeff Aalfs, Ann Wengert, John Richards; Vice Mayor Craig Hughes, Mayor Mary Ann Moise Derwin.

Absent: None

Others: Jeremy Dennis, Town Manager
Leigh Prince, Town Attorney
Debbie Pedro, Planning Director
Brandi de Garmeaux, Sustainability & Special Projects Manager
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Laura Fanucchi, of HIP Housing, presented the Town Council with the 2017 HIP Housing Calendar. She said 2016 was a productive year and described HIP's accomplishments this past year. Ms. Fanucchi said they anticipated another productive year in 2017 and wished the Town of Portola Valley a happy and healthy 2017. Mayor Derwin thanked Ms. Fanucchi and the entire staff of HIP Housing for their incredible work.

Danna Breen, 4680 Alpine Road, thanked the Portola Valley Town Council for their marvelous accomplishments in 2016. She offered special thanks to Mayor Derwin for her leadership. She said she looked forward to Mayor Hughes' leadership next year.

(1) Presentation: Backyard Habitat Awards by the Conservation Committee

Marge DeStaebler, head of the Backyard Habitat subcommittee, could not attend due to illness. Judith Murphy, Conservation Committee Chair, thanked everyone on the subcommittee for their work and stood in for Ms. DeStaebler in the award presentations. She explained that the plaques being presented recognize and celebrate properties with open habitat with shelter and food, low water using native plants, and with only special places fenced to protect food growing plants and ornamentals. She said the award recipients meet the Conservation Committee's goal "To preserve and enhance the natural features and open space of the planting area because they are unusual and valuable assets for the planning area, the Peninsula, and the entire Bay Area."

- Al and Anne Sill, Minoca – Ms. Murphy presented a Backyard Habitat plaque to the Sills. She said their home is on a steep unfenced site in a coast live oak and blue oak canopy leading down to a seasonal creek with very lush native growth. She said the Sills have returned their land to a more natural site by removing a lawn and thirsty ornamentals, and encouraged native plants. She said behind their home they weed to remove invasive thistles and other plants from their own property as well as the neighboring Stanford-owned lands. She said the native plants near their home provide color and mulch keeps down the invasives.

- Mary Hufty and Daniel Allegria, Mapache – Ms. Murphy presented a Backyard Habitat plaque to Drs. Hufty and Allegria. She said for more than 20 years the homeowners have been restoring the site to as natural a state as possible, removing driveway pavers, landscaping with drought-tolerant native plants with low water needs. She said wildlife can pass through their open garden for shelter, food, and water on their way to the Shady Trail, with numerous protected wood rat homes. She said the homeowners

constantly work at removing invasives and have only planted natives in more than 20 years. She said their plant, barn, and chicken coop waste is composted and they are involved in a neighborly effort working together on a series of natural and created vernal pools, which provide for water table retention and amphibian habitat.

Ms. Murphy said the Conservation Committee also visited five sites where owners requested advice regarding suggestions for making their property more like what could earn a Backyard Habitat Award, even though they weren't applying for one.

Ms. Murphy announced that on Sunday, April 2, 2017, the Water Conservation Committee and Conservation Committee are cosponsoring a resident-only Portola Valley Waterwise Garden Tour, which will include six Backyard Habitat gardens. She also passed out a Portola Valley wildflower seed mix.

(2) Reorganization of the Town Council

(a) Election of Mayor

Councilmember Aalfs moved to nominate Craig Hughes for Mayor. Seconded by Councilmember Wengert. The motion carried 5-0.

Mayor Derwin said a copy of her thank you speech at the annual party a few weeks ago, listing all of the Town accomplishments in 2016, may be available on the Town's website. She added:

"I wanted to offer a few words of thanks to the community, the staff, and my colleagues for giving me a reason to get up each morning during this ... the very hardest year of my life. There were many, many days when all I wanted to do was lie on the couch with the dogs in my ratty yoga pants watching episode after episode of 'Say Yes to The Dress.' But because I was Mayor, I had to get myself cleaned up and down to Town Hall to interview candidates for Town Manager, or attend the weekly Mayor meetings, or deal with budgets or policy or whatever prickly issues had cropped up that day. When I felt like a little boat, unmoored, drifting, that duty, that obligation kept bringing me back to shore and to all of you. When I became Mayor a year ago, I had an impressive laundry list of plans. Little did I know then what was waiting for me just around the bend. What I've learned in this past year of unspeakable pain and sadness is that we can never really know what the future holds and all we truly have is the present – this day and the people who show up for us. Thank you to all of you in the community for showing up for me. Thank you to the staff for lifting me up. And thank you to my colleagues for carrying me when I needed to be carried. It is rare to live in a community where Town Councilmembers respect and support one another, united by a shared appreciation of foundational Town values, and can vigorously disagree, but still walk out together after a meeting, laughing and chatty. It is rare to live in a community where thoughtful, civil public discourse is not just the expectation, but the norm. Where people can argue passionately on the PV Forum and then meet for coffee afterwards and work through their differences. During this very dark time in our country's history, when honesty and civility seem to have gone missing from the national conversation, I have been proud to represent a community of people who practice the finest principles of democracy in their cherished Town government. Thank you for reminding me that in the middle of profound heartbreak there is goodness and beauty and grace and an adherence to tenets larger than all of us. It has been truly an honor to serve you. Thank you and congratulations to Mayor Hughes."

Town Manager Dennis said he has been fortunate to be a member of the Portola Valley staff for just over nine months. He said last year was extraordinary for many reasons. He said after everything that former-Mayor Derwin has been through, to know that every day when he came to work he could depend on her to run the meetings, to represent the community in the way she's always done, and keep them on task, making sure they were achieving the goals that had been laid out for the year. He said it was an extraordinary thing to see from his vantagepoint and the staff shared his sentiment. He said the members of the Senior Staff team are present – Planning Director Debbie Pedro, Public Works Director Howard Young, Deputy Building Official Keith Weiner, Administrative Services Manager Susan Cope, and

Sustainability & Special Projects Manager Brandi de Garmeaux, Town Clerk Sharon Hanlon, and Town Attorney Leigh Prince. He said they all thanked former-Mayor Derwin for her leadership, for being available to them, and for being a steady rudder in this very difficult year. He presented former-Mayor Derwin with a gift of appreciation from the staff.

Mayor Hughes thanked former-Mayor Derwin for helping him during his year as Vice Mayor.

(b) Election of Vice Mayor

Councilmember Wengert nominated John Richards for Vice Mayor. Seconded by Councilmember Derwin. The motion carried 5-0.

Mayor Hughes introduced his parents, John and Sylvia Hughes, and his wife, Erica, and two children, Jack and Evan.

(3) Planning Commissioner Interviews and Appointment

Mayor Hughes explained there were three open seats and seven applicants. He said each applicant would present their statements and answer questions, if any, from the Council. At the end of the statements, the Council will complete paper ballot votes, which will be tallied by Town Clerk Hanlon. The top three candidates will then be appointed.

(1) Gilbert, Denise

Ms. Gilbert said she has served nine years on the Planning Commission. She said she originally applied for the position because of her love of the land, which fits tightly with the principles and community goals of the Town's General Plan. She said during her tenure on the Planning Commission, they have touched every single element in the General Plan and rewritten quite a few.

Councilmember Wengert asked what the candidate saw as the greatest challenges to be addressed by the Planning Commission in the next year or so. Ms. Gilbert said that in any year the greatest challenge is to try to balance community and individual interests. She said that is where there are conflicts and judgment calls that are challenging. She said currently the challenge is merging the new State law on accessory dwelling units with the Town's goal of making it easier for people to build them.

Councilmember Derwin asked Ms. Gilbert to provide an example of a project or policy that was difficult for her during her tenure on the Planning Commission. Ms. Gilbert said the two most difficult, probably because they were the most controversial, were the artificial turf at The Priory and use and definition of the Meadow.

(2) Goulden, Jon

Mr. Goulden said he participates in Silicon Valley Social Ventures (SV2), which gets them involved with philanthropy concerns. He said this year he has been helping with the education group, but that is coming to an end so he feels like he has time available to volunteer elsewhere. He said as part of the SV2 group he recently participated in a report on Silicon Valley Philanthropy. He said philanthropy is growing tremendously among Silicon Valley people, but very little of the money and time is distributed locally. He said he realized that, while he had previously been involved with the school districts, he had not done much local volunteering. He said when Town Manager Dennis' letter went out looking for volunteers, he thought the Planning Commission would be interesting. He said he browsed through the General Plan and read the last couple of minutes. He said those minutes showed a lot of discussion about ADUs, which has also been a big issue in the SV2 group. He said because of his interest in that area he submitted an application to be part of the Planning Commission.

Vice Mayor Richards said the position requires 75 percent attendance at meetings, which are held twice a month. He asked if that requirement would affect the applicant's travel goals. Mr. Goulden said he and his wife checked their schedules and said he thought they would be okay.

Councilmember Aalfs asked the candidate how much contact he had with ASCC and/or in planning his four remodel projects. Mr. Goulden said not that much because he used John Richards as his architect who never proposed something that would not comply with the Town rules and regulations.

Councilmember Wengert said that although the candidate has been involved in other causes and volunteer work, he has never been involved in Town government. She asked the candidate, from his vantagepoint as a resident, what he saw as being the biggest challenges with a community like Portola Valley, where there is a changing complement of residents with differing goals, some that are in conflict with how the Town has historically looked at things. Mr. Goulden said that having done some remodels, he's had goals of what he wanted to do. He said the longer he's lived here, the more he understands that maybe he didn't get to do everything he would have liked to do, but he loves the overall community. He said he's been in Portola Valley about 30 years. He said there will always be the conflict of loving the overall community and the ruffling of feathers when it comes to personally being told no. He said that is true of any of the Town positions and is not particularly specific to the Planning Commission.

(3) Leary, Frederic

Mr. Leary said he is a recent relocation from Chicago to Portola Valley. He said he was trying to understand how to learn more about the community that he moved into and appreciating all that has to offer, as well as trying to improve the wellbeing of the community. He said he's served on various volunteer boards in the past and found it to be a great way to meet people and understand issues.

Vice Mayor Richards asked what the candidate admired most and least about Portola Valley. Mr. Leary said of all the communities he looked at for real estate purposes, he chose Portola Valley because of the hills and the open space. Mr. Leary said least admired would be the balance between services and the more rural bucolic setting.

Councilmember Wengert asked the candidate, from his perspective being from a different part of the country, what he considered to be his greatest skillset to bring to the position. Mr. Leary said with his experience on various associations and boards, he is a good fiscal steward and understands business aspects. He said he understands the various needs of the applicants for planning permission versus the community plan, and mediating between those two. He said he's a physician and is well versed in exchanges of information and differing opinions.

Councilmember Derwin said Planning Commissioners are tasked with upholding and implementing the guiding principles stated in the Town's General Plan. She asked if the candidate had looked at the General Plan. Mr. Leary said when he saw the application he did some research and saw the San Mateo Guide for what it takes to be a Planning Commissioner, and he skimmed through the General Plan.

Mayor Hughes asked the candidate if he had remodeled or gone through the construction process upon moving to Portola Valley, or if he had attended any meetings of the Planning Commission or ASCC. Mr. Leary said he had not.

(4) Leckonby, Bill

Mr. Leckonby said he and his wife have lived in Portola Valley for 27 years. He said he retired six years ago after 45 years in the high-tech business, in sales management and CEO positions. He said that since retirement he has spent a lot of his time mentoring early-stage technology companies. He served on the board and as Vice President of Sharon Heights Country Club. He said he has been on the board of the Alpine Tennis and Swim Club, and last year as President of the club when they put through the vote for

the new clubhouse. He said he understands it's clearly inappropriate if he is selected as a Planning Commissioner to be in any way involved in that process. He would hope that the existing Planning Commissioners and ASCC stay involved through the end because of all the time spent working with them. He said he brings a unique perspective in terms of his long time here. He said he and his wife have had several positive experiences among the six stages of remodel they've done at their home. He said he's been involved with the safety issues, the ALPR issues, and with the Town in the Alpine Tennis and Swim Club process. He said he has a lot of experience working with teams, leading teams, and is accustomed to working with disparate factions of folks. He said he brings a high energy and strong commitment to anything he gets involved in. He said he brings a unique perspective of an active senior resident with a long history in the Town. He said he and his wife have been on the receiving end of the hard work done by the Town staff and the various committee members. He said he now has the time and would like to give back. He said his only agenda is to help keep Portola Valley the great place to live in that it is.

Councilmember Aalfs said he knows the candidate has been involved a bit with the Planning Commission through the Alpine Hills project. He asked the candidate to discuss his experience with that and how he thinks they're doing in terms of handling planning. Mr. Leckonby said this current situation and past situations in the early-'90s, late-'90s, and early-2000s have been very positive interactions. He said they used a resident as their architect, who was very helpful. He said the Alpine project is major with a lot of money involved. He said there was a large favorable vote for it and they started out, even before the vote, talking to Town people to understand the process, which was extremely helpful. He said they are prepared to make their final submission after a lot of healthy and positive give and take around what they'd like to be able to do and whether there were any serious variances or not. He said he's off the Alpine board now, but is still heading up the Master Plan Committee, which must carry this project through to completion. He said they've had nothing but very positive experiences and it has gone well.

Vice Mayor Richards asked if the candidate could envision any particular change he would like to see in Portola Valley. Mr. Leckonby said, as a resident who lives on Golden Oak, he would like to see traffic and driving speeds on Alpine Road improve. He said they understand the good job the Sheriff's Department has been doing to be more present and try to improve this.

Councilmember Wengert asked the candidate what he saw as the biggest challenges in Town from a Planning perspective. Mr. Leckonby said balancing progress and tradition. He said we have to keep the things we like about Portola Valley the way they are, while also dealing in a positive way with what's evolving going forward.

Councilmember Derwin asked the candidate, given the candidate's personal experience with his own building projects as well as being involved in Alpine and other things, what he appreciated about the Town's Codes and what has been frustrating. Mr. Leckonby said he appreciates that the Codes provide good guidelines, boxes in which to operate, and are reasonable overall. He said with Alpine they've come across a couple of things where the Codes didn't make sense.

(5) Vahtra, Karen

Ms. Vahtra said she was born in San Jose and lived in Sunnyvale during her career. She has been in Portola Valley for 15 years, moving here because of her love of nature. She said she had the Conservation Committee come to her house a year ago because she's trying to solve her backyard thistle problem and hopes to get one of their plaques someday. She said in her career she dealt with a lot of conflict, dealing with customers, customer support, and people under high stress. She said she is good with conflict situations and they do not scare her.

Councilmember Wengert asked the candidate, when thinking about the Planning challenges, particularly the voluminous Municipal Code, if she had looked at it or gone to any Planning Commission meetings, to get a sense of her comfort with those types of larger land use planning. Ms. Vahtra said she was

comfortable with that. She said she was not an expert, but she just jumps into things when she's commissioned to it. She said, for example, as she described in her letter, she is not a tax accountant but is creating things in that realm. She said she will jump into this in a similar fashion and digest the Code. She said because she did build her own house, she is familiar with plans and puts her head around it well.

Vice Mayor Richards asked what about Portola Valley, in terms of land use, bothered the candidate the most. Ms. Vahtra could not think of anything.

Councilmember Aalfs said the candidate had stepped up with the technology committee for safety and has worked with other residents, the Town Manager, Councilmembers, and other staff members. He asked what has been good and bad about interacting with the fellow residents and the Town in sort of an unscripted, off the cuff set of problems to solve. She said every person you deal with isn't perfect, but it's been a very positive experience. She said they are slowly moving forward. She said there are still things not quite yet defined and it is often challenging how to understand exactly how to move forward.

(6) Von Feldt, Alex

Ms. Von Feldt said she has been a Planning Commissioner for eight years. She said she started volunteering with Town government almost 12 years ago. She said, like a lot of people, she moved here because it is such a remarkable place. She wanted to serve on the Conservation Committee to preserve the values laid out by the Town founders in the face of overwhelming wealth and development in Silicon Valley. She said it took her approximately two years to really come up to speed on all of the intricacies of findings and Codes and General Plan Amendments. She said she still learns at every meeting, whether it be from the detailed staff reports, the Town Attorney's opinions, and what she hears from her colleagues and people in the audience. She said it is always an exciting time to try to bring together all the different ideas and opinions, trying to make rulings appropriate for the community.

Councilmember Aalfs asked, at the big picture level, where does the candidate see her work and the Planning Commission's work going within Town and as they interact more with the region. Ms. Von Feldt said the biggest issue is affordable housing. She said she's been participating in a lot of regional symposiums with representatives from Cities as well as open space, because it can't be an either/or proposition any more. She said we have to figure out how to have more economic diversity in all of our communities, figuring out how to fit that in so we don't compromise our values but still get the benefits of having a more economically resilient community.

Councilmember Wengert asked the candidate what has been the most difficult policy or project to deal with. Ms. Von Feldt agreed with Ms. Gilbert that the meadow preserve and artificial turf were difficult issues, getting an understanding of how this affected the environment and the community.

Councilmember Derwin asked what qualities she thinks a good Planning Commissioner should have. Ms. Von Feldt said what she really likes about her fellow Commissioners has been the diversity of backgrounds. She said what makes people stand out is their thoughtfulness, the ability to have an open mind, not coming in with an agenda, to really come to hear what people have to say, and strict adherence to the Town's values.

(7) Warr, Carter

Mr. Warr said he moved to Portola Valley when he was 26 years old, into the smallest house on the smallest piece of property. He soon engaged with the ASCC and the Planning Commission to improve that small house. He said he's lived here 29 years. He began serving on the ASCC in 1991. He said the challenges associated with design review at that time were relatively simple. He said during his 21 years on the ASCC, the challenges became extraordinary. He said he learned, as a member of the ASCC, how to listen to what people say and even more to what they don't say, to listen to neighbors talk about

neighbors and help them resolve issues. He said there can be differences and very emotional disagreements, and it is the responsibility of the ASCC and Planning Commission to help resolve those, in a civilized and very humane way that helps people truly understand the intent. He said an advantage he brings to this position is having known many of the Town's early men and women and understands why they did what they did. He said as much as the Code and General Plan are guiding principles, there are a lot of things the Town is that isn't represented in words, but is represented in the memories of why people did things, truly understanding the motivation. He said that comes back to actually listening to people with their testimony, looking at their projects – not just what they do and their impacts, but truly understanding why they're doing it, so that as a Planning Commissioner you can help them get to a resolution that meets their needs and resolves their issues, as well as the adversaries or neighbors that don't want it. He said the history of unanimous approvals within the Town, in both the ASCC and Planning Commission, is extraordinary. He said we don't move the quickest, but the majority of the actions that the ASCC and Planning Commission have made over the years truly get to the right answer, which is usually not exactly what the applicant wants and not exactly what the adversary wants. He said because his business is located here, 50 percent of his business must be from Town and its sphere of influence. He said it's lonely because there are so few businesses and people that actually work and live here, which he thinks is a travesty. He said it's a housing issue, a business issue, and a Planning issue. He said it is a Planning responsibility to resolve that. He said the Founding Fathers' entire focus was saving the hills from the 3,000 homes that would come with it. He said their response was accurate and they did a good job. He said the basis around geology was extraordinary and continues to be thought provoking, but he also believes some of the transportation issues are the Planning Commission's and Town Council's responsibility because most of those cars are going someplace because it isn't here. The workers' homes aren't here. The people who live here don't work here. He said there's got to be a balance and it's a big deal. He said it will take somebody with some design capability that the Planning Commission doesn't have. He said there have been too many attorneys on the Commission. He said there have been too many people reading the rules and not looking at the intent or being thoughtful about the response the Town should make to actually plan ahead. He said with the pressures associated with the income disparities and the transportation problem inside the Bay Area, he thinks it's time.

Councilmember Aalfs asked if the candidate was suggesting there should be more businesses or development in Town. Mr. Warr said there should be a place where people work in Town so they don't have to drive out of Town. He said there should be places for people to live who work in Town. He said being a bedroom community is a luxury. He said it is totally irresponsible for a Town to not house the people who work here. He said it makes him angry and sad that the Town staff can't live here. He said solving the housing problem is only part of it. He said every venture capitalist in Town would love to have an office here, but they drive out of Town because they can't have offices here. He said he doesn't know what the answer is, but putting your head in the sand and saying, "We're not going to deal with that," is irresponsible. He said continuing this way creates a policy that will never solve any of those issues, and anything done will just be a Band-Aid and a social experiment, neither of which will solve the problem.

Councilmember Derwin asked the candidate if he envisioned largely increasing the Town's population. Mr. Warr said he did not think the Town needs to increase the population, but it needs to make it be a Town. He said now there is so little Town that every time somebody needs to buy something, they go online and order it. He said the largest importer in Town is UPS. He said anytime you need a service you have to go someplace else to find it. He said one of the saddest days he ever had in Town was when the pharmacy closed. He said if there was a synergy of business and people wanting to be in the same place, you would start to see a nexus for people to not have to drive out of Town. Councilmember Derwin asked if the candidate was advocating more services and more housing. Mr. Warr said he was. He said there are 1,000 cars driving into Town and 1,000 cars driving out of Town at the same time, which is a lot of traffic for a Town with only 4,000 people.

Councilmember Wengert said it sounded like the candidate was saying there hadn't been much planning of the type he is advocating. Mr. Warr said there has been no planning. He said the zoning now is exactly the same as it was when he moved to Town except for a couple of minor modifications. Councilmember Wengert asked if he was referring specifically to commercial. Mr. Warr said he was referring to zoning in

Town in general. He said the rules are set up to discourage development, to the point where businesses have closed up and moved away. Councilmember Wengert said that is not atypical for small retail in a lot of areas. She said she takes exception to the inference that the departure of small retail is due to the zoning. She asked the candidate if he was willing to keep an open mind relative to goals that may be in opposition to his goals. Mr. Warr said he believes the reason we have a Town is so that disparate goals can be discussed in the open. He said he believes there has been too much of the same and too many of the same goals. He said Councilmember Derwin has been the biggest advocate for affordable housing. He said his issue with that is that it's only a small part of the problem. He said every complex application that's come to Town in the last 20 years has come from his office. He said the artificial turf and the meadow are both things he brought forward. He said he felt good about doing it, not because of it being denied or approved, but because it could be brought to the forefront and have it decided. He said things that are happening in other communities around the railroad corridor, in advance of the high-speed rail, are going to be a big problem. He said the traffic congestion associated with some of the development in Redwood City and up and down the central part of the Peninsula will be very difficult issues. But, he said, at least they're attending to housing and work at the same time.

Mayor Hughes said the candidate's firm does tend to bring the larger, more complex projects to Town, which could present a conflict of interest if he was seated as a Planning Commissioner. He said recusing himself leaves the Commission one short to consider those issues. He asked the candidate to discuss that issue. Mr. Warr said he dealt with it for 21 years as an ASCC member. He said his clients and his projects were disadvantaged because they did not have the advocacy that he could provide to them during their presentations. He said that because of that, his firm had to do a better job to actually not need as much advocacy and to stand on their own legs. He said it does mean that his projects don't get his vote, which means that he needs to make sure that his projects meet the needs of the other four Planning Commissioners. He said a small Town works best when the people who are most engaged participate in it. He said it means that not everybody is going to have the same point of view and not everybody is going to get what they want. He said he's got a strong personality. He said he almost didn't apply because of the significant conflict of interest. But he said he believes it's in the Town's best interest to have the leading design professional who is most active in this Town paying some attention to how the plan comes together and how the ordinance is refined. He said he's participated repeatedly as new ordinances come forward through public comment, writing notes, participating in ad hoc committees, and this is just an outgrowth of that.

Mayor Hughes asked the Councilmembers to select three of the applicants and pass their ballots to Town Clerk Hanlon for tallying.

Mayor Hughes continued with the Consent Agenda and then called for a short break while the votes were being tallied.

Town Clerk Hanlon announced that the Council has reappointed incumbent Planning Commissioners Gilbert and Von Feldt and appointed Jon Goulden to the Planning Commission terms expiring January 2021.

Mayor Hughes thanked the candidates and encouraged those not selected to apply for other positions on other Committees in Town.

CONSENT AGENDA [8:08 p.m.]

- (4) Approval of Minutes: Town Council Regular Meeting of November 9, 2016.
- (5) Ratification of Warrant List: November 23, 2016, in the amount of \$346,828.59.
- (6) Approval of Warrant List – December 14, 2016, in the amount of \$161,054.83.

- (7) Appointments by Mayor – Danna Breen, Dave Ross, and Al Sill to the Architectural and Site Control Commission (ASCC)
- (8) Appointment by Mayor – Ray Williams to the Board of Trustees for the San Mateo Mosquito and Vector Control District
- (9) Appointment by Mayor – Reappoint Jean Isaacson as President of the Woodside Highlands Road Main District Advisory Board

Vice Mayor Richards moved to approve the Consent Agenda. Seconded by Councilmember Aalfs, the motion carried 5-0 by roll call vote.

REGULAR AGENDA [8:14 p.m.]

- (10) Report by Town Manager – Update on ALPR Implementation.

Town Manager Dennis provided an update on the Automatic License Plate Reader Implementation. He said that subsequent to the November 9th vote of the Council, staff has begun a due diligence process.

Town Manager Dennis said there have been site visits by two vendors so far, which included visiting the locations where they presume to put the cameras, to determine if there were any technical or other issues related to placing the cameras.

Town Manager Dennis and Public Works Director Young have begun conversations with PG&E, which have initially been fruitful. He said, depending on locations, there are a few different options related to running power, some of which involve trenching, with cost differences associated with that. He said they are early in that process and there is more work to do on that front.

Town Manager Dennis said a fourth location may be necessary – at Creek Park Drive at Alpine Road, next to the Alpine Hills Tennis and Swim Club. He said people are able to get into Portola Valley from the other Alpine Road. He said it looks like a private driveway and the vast majority of properties on that side of the creek are actually in unincorporated Santa Clara County. He said past the properties the road becomes a gravel road that crosses back into Portola Valley. Technologically speaking, based on the conversations they've had with the vendors, he said it looks like an additional camera system can be installed at Arastradero and Alpine Road. He said there are some issues that he and the Town Attorney are discussing regarding the legality of filming people who drive into unincorporated Santa Clara County onto their own properties and may not even come into Portola Valley. He said it may make more sense to put a fourth installation at the Creek Park Drive location. He said there would be some cost issues related to that.

Town Manager Dennis said governing policies will need to be developed regarding purchasing and installation of the cameras. He said there would need to be an ALPR policy for the Town developed. He said the Sheriff's Office is still in development of their own policy, but he has not yet seen a draft. He said he will be meeting with the Sheriff's Office tomorrow to discuss these issues, along with the Town Attorney. He said depending on the system they purchase, there may be additional things they need to do. He said the vendors they've met with so far are very different in the way the data is stored. He said one system has a relationship with the Northern California Regional Information Center (NCRIC) and one does not and would require a server on-site. He said staff is going through the due diligence on that issue.

Town Manager Dennis said he is hopeful they will receive proposals from the vendors no later than the end of the year, followed by continued conversations with PG&E about power and coming up with numbers to bring back to the Council. He said the earliest and most ambitious date this will come back to Council would be the January 25 meeting, but is more likely to occur in February. He said the Sheriff

continues to be a very positive partner. He said the vast majority of ALPR policies are year retention policies with some for only six months, but the Council indicated there would also be consideration of something even shorter than that.

Councilmember Wengert asked for clarification about the placement of the cameras. Town Manager Dennis said that based on conversations with the vendors, the camera systems appear to be able to film down Arastradero Road into Santa Clara County. He said they are not sure whether or not there may be legal issues with filming the section of road in Santa Clara County where unincorporated Santa Clara County residents turn left onto the other Alpine Road headed toward their own residences.

Councilmember Derwin said she would assume that PG&E supplying power to the cameras would not be a fast process. Town Manager Dennis said PG&E has not provided a specific timetable because the Town doesn't know what it will be asking for at this point. He suspects that will be the slowest piece of the process. He said they have made it clear to PG&E that it is a priority and there is an expectation of timely cooperation, which they have seen in their early interactions with them. He said they feel confident PG&E will be a partner and understand the importance. In response to Councilmember Derwin's question, Town Manager Dennis said he would hope the cameras could be in place in early- to mid-spring.

PUBLIC HEARING

(11) PUBLIC HEARING - Recommendation by Deputy Building Official – Second Reading and Adoption of the 2016 California Building Code Amending Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code.

- (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending 15.04.020 [Amendments to the Building Code], and 15.04.030 [Administration of the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code (Ordinance 2016-413)

Town Attorney Leigh Prince explained that a second reading of an ordinance is usually on the Consent Agenda, but the State Law requirements for adopting Building Code by reference requires that it be made a public hearing.

Mayor Hughes opened the public hearing and called for public comment. Hearing none, he closed the public hearing and called for questions from Council. Hearing none, Mayor Hughes called for a motion.

Councilmember Aalfs moved to approve a Second Reading, Waive Further Reading, and Adopt the Ordinance of the Building Adoption Code. Seconded by Vice Mayor Richards; the motion carried 5-0.

Town Manager Dennis thanked Deputy Building Official Keith Weiner on all of the work done on this extraordinary undertaking.

(12) PUBLIC HEARING – Recommendation by Sustainability & Special Projects Manager – First Reading of Proposed Amendments to the Green Building Ordinance and Related Finding (Ordinance No. ____)

- (a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Amending Chapter 15.10 [Green Building] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code (Ordinance __)

Sustainability & Special Projects Manager Brandi de Garneau presented the staff report regarding amending the ordinance to include an individual category for Second Units AKA Accessory Dwelling Units (ADU). She said that staff met with Councilmembers Aalfs and Richards to review the provision.

Chair Hughes called for questions from the Council.

Councilmember Derwin asked how the new State law fit into all of this. Ms. de Garmeaux said staff looked at the State law and the ordinance refers to the Second Unit Ordinance which will be updated with the new State law. She said they anticipate the State law will allow administrative approval at the staff level, so the self-certification will fall under that.

Councilmember Wengert said there was some discussion regarding how complicated and difficult some of the issues were. She asked Councilmember Derwin if she felt those issues were all addressed. Councilmember Derwin said she was more comfortable with it now.

Councilmember Wengert asked what kinds of things would need to be done to meet the 25-point requirement for interior conversions. Planning Director Pedro said it included things such as low-flow toilets and fixtures that are low water usage, self-certification requirements that did not have to go through a third party to pay for an official certification. Ms. de Garmeaux said the self-certification basically becomes an educational document so that the applicant can go as far as they want.

With no further questions, Mayor Hughes opened the public hearing and invited public comment. Hearing none, he closed the public hearing and called for Council comments.

Councilmember Aalfs thanked Sustainability & Special Projects Manager de Garmeaux and Deputy Building Official Weiner for all their work on this. He said he is also hearing favorable comments from out in the County about Portola Valley passing a Green Building Ordinance.

Councilmember Aalfs moved to Waive Further Reading and Introduce the Ordinance Amending Chapter 15.10 [Green Building] of Title 15 of the Portola Valley Municipal Code. Seconded by Vice Mayor Richards; the motion carried 5-0.

Town Manager Dennis thanked the staff for this collaborative effort led by Sustainability & Special Projects Manager de Garmeaux. He said when they visited with their friends at the Sustainability Office in San Mateo County about a month ago, the Town was commended for its efforts to be leaders in sustainability and this is yet another example.

Sustainability & Special Projects Manager de Garmeaux thanked Planning Director Pedro and Deputy Building Official Weiner for their input. She also thanked her intern, Greg Beverlin, who is now working at the County Office of Sustainability.

- (13) Report by Town Attorney – Discussion of Control, Regulate and Tax Adult Use of Marijuana Act
- (a) Study Session of Proposition 64 and Next Steps
 - (b) Adopt an Interim Urgency Ordinance of the Town Council of the Town of Portola Valley Establishing a Temporary Moratorium on the Establishment of Marijuana Uses within the Town of Portola Valley (Ordinance _____)

Town Attorney Prince presented the staff report regarding Proposition 64 (AUMA). She said there a lot of nuances to the new law and impacts that are beyond the scope of what the Town may eventually do or not do. She explained the possible local regulations that could be implemented. She said if the Town does nothing, the fallback is the State law.

Councilmember Aalfs asked, since the State was not going to issue licenses until January 1, 2018, if it was a grace period where things could go on without a license or if it was not supposed to be happening. Town Attorney Prince said her understanding is that commercial cultivation should not be happening until licenses are issued. She said they will be looking at environmental analysis including such as water and

energy use at the State level. She said that Proposition 64 specifically designates marijuana as an agricultural product. She said, for example, in the Town's open area zoning district, agricultural uses are specifically permitted. She said agricultural uses are also accessory uses in most zoning districts. She said as it stands now, if the Town takes no action, cultivation of marijuana beyond the six plants for personal use is permitted with a State license.

Town Attorney Prince said the Council has some flexibility to consider local regulation. She said the State law anticipates the potential that local agencies will increase the 600-foot radius requirement for nonmedical marijuana retailers around schools, daycares or youth centers. She said using the 600-foot-radius there are a couple of places in Town Center and the Nathhorst Triangle where retail sales sites could potentially be opened if that were increased to 1,000 feet it would only be Nathhorst Triangle. If the Town allows retail sales, it can consider whether it wants to specifically allow on-site consumption.

Town Attorney Prince said that many cities have smoking ordinances that specifically prohibit smoking in multifamily apartments where it could potentially impact somebody else. Portola Valley does not. Town Attorney Prince said the Council may want to consider smoking prohibitions that would also apply to marijuana.

Councilmember Aalfs asked if the intention of the prohibition of smoking in a public place is to not see it or to not even be aware of it. Town Attorney Prince said she would guess it would be similar to alcohol, where you can drink inside your home but are discouraged from drinking on your front porch. She said the Town is entitled to have a drug-free workplace and there are provisions in the personnel policy manual addressing that. She said it is a discussion topic for the Council whether they feel comfortable and confident that those provisions are enough.

Town Attorney Prince said the Council could decide to take no action. She said the consideration would be the potential loss of local control. She said they should consider if they want rules above and beyond what the State law requires, for example broadening the radius of 600 feet to 1,000 feet around a school. She said another option is a temporary moratorium, which preserves the status quo in Town and provides time to consider all of the complex issues. For example, Sustainability & Special Projects Manager de Garmeaux researched water requirements for growing marijuana versus growing grapes. She said it appears that marijuana requires less water per plant per growing season. She said the County of San Mateo and other cities in the County have gone with the temporary moratorium option. She said, since State licensing doesn't happen until January 1, 2018, the Town has time to have conversations about policy issues such as where in Town they would want to allow, prohibit, regulate as permitted or conditional uses. She said an ordinance could be adopted that provides some local control. She said the Council could also ban commercial, cultivation, and retail sales. She said that option could result in a potential loss of tax revenue; however, there are many entities in line ahead of the Town to receive tax revenue (administrative, universities, CHP, etc.), so the potential revenue loss may be nominal.

Town Manager Dennis said many other cities were quickly acting upon this, even before the vote. He said Portola Valley took a different approach because the kinds of things that would be the primary concerns of the Council weren't going to happen. He said staff is not making a recommendation one way or the other and they feel there is ample time to have the kind of discussion necessary to come up with a coherent policy. He said the Council should consider that marijuana operations, given the fact they continue to be a federally scheduled drug, have issues related to financing and banking. An operator of a marijuana club cannot save their money in a bank and are likely keeping the cash on the property or in another location. Councilmember Derwin said there are places they can put their money that are not banks. Town Manager Dennis said some use them and some don't. Town Attorney Prince said banks are federally insured, but credit unions could be used. She said there is a lot to learn and she is just beginning in the process of learning it. She said citing an example in Colorado will accept the transactions.

Town Manager Dennis said many cities in San Mateo County are pursuing a more conservative approach to the issues by having immediate temporary moratoriums or something stronger. He said it is likely that

most cities will have some sort of ban in an ordinance. He said it would be fascinating to see Portola Valley be in a position to not be as strict, because this may be the only location in a large area for these types of services, which could theoretically bring a number of elements that the Council doesn't want to deal with, especially in light of the recent home invasion robberies. He said that is important to consider, but there is time and opportunity to continue conversations with other cities to see what they're doing. He said he's had very informational conversations with the Sheriff's Department and they have concerns, depending on the approach the Town takes.

Town Attorney Prince said the County of San Mateo will enact a temporary moratorium, which lasts for 45 days, and requires a finding of immediate threat to public health, safety, or welfare. She said the reason for doing that is they are looking for a regional approach, because this is not just about personal use, but is also about cultivation, environmental, taxation, life safety, and health issues. She encouraged the Councilmembers to watch San Mateo County's presentation on the subject, which can be found on the Board of Supervisors' website. She said the moratorium can be extended repeatedly for up to a year and 15 days. If more time is still needed, an additional year can be added. She said it sounds like the County will be taking a leadership role in helping cities make decisions.

Town Manager Dennis said staff would like input from the Council regarding their concerns or interests so they know what to look at as they research this issue further.

Vice Mayor Richards said the Sheriff's Office would probably be concerned about having to deal with different rules in different jurisdictions. He asked if the towns and cities would be working together toward a consistent set of rules. Town Manager Dennis said that it appears that the Councils in other jurisdictions are approaching this in a conservative manner. He said the Town would be looking to the County as a leader in some of the issues, but the County may come back with a set of recommendations that don't necessarily align with what the Council wants to do. Town Attorney Prince said some issues are very much a local control issue versus a regional issue. She said things like the radius from schools would be enforced by the Town more than by the Sheriff.

Councilmember Wengert said she read that Woodside has instituted a moratorium and asked what the other surrounding communities have done. Town Attorney Prince said Menlo Park has not had a study session, but will probably have one in January. She said Burlingame, Woodside, Palo Alto, and San Jose have moratoriums. She said some cities throughout the state have embraced the idea of cultivation because it's good for their economy because of the significant potential for revenue generation. She said some communities are concerned that if they apply too much tax burden, it will generate a black market which was part of the impetus for Proposition 64.

Mayor Hughes asked if Portola Valley could impose a local tax on top of the ones already included in the proposition. Town Attorney Prince said the law does not preclude it but it would be subject to voter approval.

Mayor Hughes asked if Prop 64 in any way changed or affected the Town's Conditional Use Permit or Licensing process for businesses generally. Town Attorney Prince said it does not impact that process, but the current code includes no permitted conditional use for this type of retailer. She said, for example, the Planning Director has had inquiries as to whether this is to be considered a drug store. She said State law has specific definitions for a drug store and a marijuana dispensary does not fit that definition. She said the Town currently has nothing that specifically says a marijuana retailer would be a conditional use or permitted use. She said the Council could consider allowing it as a conditional use, and discuss the issues similar to other conditional use permits, such as appropriate hours, limitations, view from public spaces, etc.

Mayor Hughes asked if commercial marijuana growing would be allowed under the existing use permits for people who already have agricultural operations in the absence of a moratorium or change in ordinances. Town Attorney Prince said agriculture is agriculture, but, for example, Fogerty Winery is very

specific to vineyards. She said each CUP would need to be examined to see if any were just generally agriculture. She said technically commercial marijuana cultivation is not allowed without a license. She said initially there are 2,200 square feet allowed for planting, and operations can expand after two years.

With no further questions from Council, Mayor Hughes called for public comment. Hearing none, he brought the issue back to the Council for comment.

Councilmember Derwin said she finds this to be the height of hypocrisy to demonize marijuana and not alcohol. She said alcohol kills many more people and rips apart families and she does not see that with marijuana. She said she has been through rehab with people and has never seen anyone there addicted to marijuana, although she acknowledges it probably exists. She said she does not understand why the County has become apoplectic over this new law that has made marijuana legal. She said Portola Valley does not regulate guns or massage parlors, like our neighbors. She said if somebody wanted to come into Town and have a dispensary, she does not see why they couldn't go through the process like any other business. She said she believed the community would probably rise up and fight granting a permit, but she would like to see them go through the process. She said it was a very high percentage of people in Town who voted in favor of Prop 64. Mayor Hughes said 63 percent voted in favor Countywide and 65.5 percent in Portola Valley. He said including Ladera and Los Trancos raises it to 66.6 percent in favor. Councilmember Derwin said she does not think any action should be taken.

Councilmember Aalfs agreed with Councilmember Derwin. He said the County reaction taken to its logical conclusion would basically push it all somewhere else, with a majority of people being in favor of the use of it, but are now saying everything except use has to happen somewhere outside of the County.

Vice Mayor Richards said he's seen the environmental destruction that comes along with large marijuana production, which is his major concern. He said it could be possible to regulate it to the point where it would not be as destructive as it has been, but it's off to a bad start with years and years of terrible destruction. He said he is not opposed to people growing it for themselves at home and he wouldn't want to prohibit exterior growing, which would force people to use more energy to grow it inside. He said he was fine with all of it except the commercial production.

Councilmember Wengert said it's a complicated issue. She said she also has concerns about commercial growing and with what the County might do. She said perhaps it's a wait-and-see until the Council has more data. She said she could see an argument made that Portola Valley would be an attractive location for this kind of use because there is available land and agricultural uses. She agrees with Vice Mayor Richards that it does become a different issue when talking about commercial production. She said she is agreeable to doing nothing now, but not for long. She said she wants to see what the County is proposing.

Councilmember Derwin confirmed with Councilmember Wengert and Vice Mayor Richards that their concern was more about commercial cultivation and not a dispensary. She asked what the process was if somebody wanted to commercially grow marijuana. Planning Director Pedro said it's a permitted agricultural use as long as you live on the property and your primary use is a single-family residence. Town Manager Dennis said a commercial operation regulated by the state is vastly different from an unregulated illegal operation so some of the issues concerning the Council would be theoretically regulated by a variety of other state and local ordinances, whether it's pesticide or water use. Town Attorney Prince said there are a lot of things that the State is looking at during the year span before issuing licenses, including regulation of pesticides, water use, and other parameters, which is beyond the Town's scope. Town Attorney Prince said it within the Town's scope to decide if they want to temporarily prohibit outdoor growing. She said it should also be noted that Prop 64 repeals outdoor or cultivation bans should the Federal Schedule 1 be lifted. She asked if she was hearing a preference to not regulate retailers and stay silent for the moment.

Mayor Hughes said the voters were clear in wanting to allow these activities to a reasonable degree. He said he does not see a reason to initiate an interim emergency ordinance as there is no immediate threat to public health. He said over the course of the next year, while the State is developing its licensing rules, the Town should look at the commercial issues. In particular, he said it would be good to end up where any proposed commercial marijuana operation would have to go through a Use Permit process, which will have different impacts on the agricultural side and on the retail side. He said that level of review would be appropriate. He said if someone came in and had dealt with all the issues that would come up during a Use Permit hearing, he would have no problem approving it.

Town Attorney Prince said while the Town may not ban any particular use in Town, because there is permissive zoning, if a use is not specifically listed in the code, then it is, by default, prohibited. Mayor Hughes said agriculture and retail are allowed so there is somewhere it could fit.

Councilmember Wengert said she does not believe most people who voted for Prop 64 understood the potential complexities. She said as the Council gets into these issues, she wants to make sure the Town is not unwittingly creating different challenges and would encourage keeping close tabs on what the County is saying and any other issues the Town Attorney learns about.

Mayor Hughes said the Town has the benefit of a year before the State starts issuing licenses. Town Attorney Prince said the licenses will be valid for one year. She said there is nothing from Prop 64 preventing the Town from taking action somewhere down the road. For example, if someone received a license for a year and there were issues, the Council could take steps to limit and regulate that use.

Councilmember Wengert asked Town Attorney Prince if today someone could come into the Planning Commission and say they want to use the retail space on Portola Road to open a dispensary. Town Attorney Prince said they would need a license, which is not likely to be available for at least a year. She said there is no application process created yet, which will be done through a new agency, the Bureau of Marijuana Control.

In response to Councilmember Wengert's question, Town Attorney Prince said if someone came in and made an application for their currently zoned agricultural land, they would also require a license for anything more than six plants.

Mayor Hughes said the Council should also discuss outdoor growing, smoking radiuses, etc.

Councilmember Aalfs said that when a CUP is issued, the business must be primarily local. He said commercial growers would not meet the general plan requirements because it would be primarily for export. He asked why, for example, Fogarty is permitted, when most of their wine is leaving Portola Valley. Mayor Hughes said it varies business to business how exactly the Planning Commission interprets. Councilmember Aalfs said then there is leeway as far as what the Town grants and doesn't grant. Vice Mayor Richards said 50 percent is wishful thinking and would be difficult to enforce.

Vice Mayor Richards said big companies are buying up land in the Sierra Foothills now for this very thing. He said if Portola Valley turned out to be a great place to grow marijuana, he would hate to have them decide this is where they want to be, too.

Town Attorney Prince confirmed that the Council's decision was to do nothing at this point and staff will bring updates back to the Council.

Mayor Hughes said it is likely the Council will want to do something at some point. Councilmember Aalfs suggested keeping an eye on what the County's doing and what's happening with the state licensing as things develop over the coming year.

(14) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS [9:02 p.m.]

Councilmember Derwin – She said she ran the November 10 C/CAG meeting. She attended the December 8 C/CAG meeting. She said they appointed a few people to the BPAC in the public seats but there are still open elected seats. She asked Mayor Hughes or Councilmember Aalfs to check into the Joint Venture Silicon Valley's Smart Regions Initiative. She said at the Legislative Committee meeting, the transportation funding did not come together and they hope it will next year. She said they are also hoping to make it easier for local jurisdictions to pass local measures by changing the requirement for two-thirds to 55 percent. Councilmember Derwin said the Peninsula Corridor Mobility Working Group is working with major companies to figure out how to get people to work outside of their cars. She went to a Resource Management Climate Protection Meeting. She said there were two presentations by Adrienne Carr from BAWSCA – an update on the BAWSCA Long Term Reliable Water Supply Strategy and an update on recent State Water Policy Actions. She will have the Town Clerk distribute the slides from the presentations. She said there was also a presentation on on-site water reuse and water resiliency events in the County. She said they were not supportive of recycling black water. She attended the Water Conservation Committee meeting and the gray water manual is finished. Town Manager Dennis said the manual will be brought to Council on January 11. Councilmember Derwin said it has been difficult getting Cal Water's endpoint units to work properly. She attended a green infrastructure conference in San Francisco last week. She said green infrastructure is becoming popular, with the newest hot thing being daylighting creeks.

Vice Mayor Richards – Went on a Public Works tour at Town Center with Public Works Director Young. Vice Mayor Richards attended an Emergency Preparedness meeting on November 10 where they discussed hydrant testing. He said the Emergency Operations Plan is near completion. He also attended the December 8 meeting. He said they are working on getting satellite phones. Town Manager Dennis said the microwave phone does work, in that the County OES can be contacted through it, but Woodside Fire doesn't use it. He said it will be left in place until they come up with something better. Vice Mayor Richards said they discussed emergency water. One of the doctors on the team has arranged with the Morshead Estate to get water from there for emergency operations. He said Craig Taylor asked to change the application of the Brown Act in small committees that do not have decision-making power. Vice Mayor Richards said Mr. Taylor thinks the Brown Act may be responsible for some committees doing less hands-on work in Town. He said it may be something to consider for some committees to increase public participation. Town Manager Dennis said Mr. Taylor has also discuss it with him. Town Manager Dennis said he is not sure he agrees with that assessment and he thinks the Brown Act is a good thing to have, but said it is worth discussion. Town Attorney Prince said ad hoc committees formed for very specific purposes for a short duration can be exempt from the Brown Act. She said that could be looked at for committees with very limited focus. Vice Mayor Richards said the perception to a lot of people is they're hamstrung by the Brown Act. Town Manager Dennis said perhaps some education is in order. He said the committee could assign a sub-committee to do specific work and bring that material back. Vice Mayor Richards also attended the Conservation Committee meeting, where Woodside Fire Marshall Denise Enea discussed tree care. He said there was a mass mailing from well drillers to people in Town. The Conservation Committee will present a presentation to the Council on rodenticides.

Councilmember Wengert – Attended December 14 ASCC meeting where they discussed 45 Granada Court and the Hallett Store. She attended the C/CAG Finance Committee meeting where they mainly discussed improving the rates of return by moving funds into County Funds versus LAIF. She said the County Funds are performing well. She said they discussed the large buildup of revenues not matching outflow. She attended the final Select Committee meeting which lasted seven hours. She said it ended on an 8 to 4 vote, the minimum acceptable level to pass, to approve moving the SERFR back to the BSR ground track. She said nothing they have suggested has been done as far as flight paths and altitudes. She said the real issue will be what happens to the FAA under the next regime. Councilmember Wengert attended a Parks & Recreation Committee meeting where the Conservation Committee did a presentation on rodenticides. They discussed skateboarding and ramps because Jack Bartlett volunteered to put forward a new proposal and lead it up.

Councilmember Aalfs – Attended Peninsula Clean Energy meeting. He said they have 70,000 accounts, with an overall County opt-out rate at about 1 percent. He said the launch will be completed with the remaining 230,000 accounts to come in beginning in April. He said an issue came up in that net metering customers thought there appeared to be a negative change. He said they are reaching out to explain how it is calculated and how it comes out better in the long term. He said Portola Valley has the highest opt-out rate in the County with 3 out of 70 so far. He said they marketed over the last couple of weeks asking for bids to provide mid- to long-term renewable power contracts. They are looking for 4,500 gigawatt hours per year. He said they received more than 200 proposals, with some bids that would fill about half of that at incredibly low prices. He said they may be signing agreements in the next couple of years. He said the Atherton Town Center project is moving forward and they want to privately fund \$46 million. They want it to be the first zero net energy government building and a microgrid.

Mayor Hughes – Attended Connect 13, a technology in government conference.

(15) Town Manager Report

Town Manager Dennis said Mayor Hughes is the appointed Portola Valley representative in the San Mateo County City Selection Committee and Councilmember Derwin volunteered to be the alternate. Town Manager Dennis thanked Judy Murphy, Danna Breen, and Alex de Garreaux for planting 95 plants. He said he was unable to attend the fire hydrant meeting but Town Attorney Prince attended. Town Attorney Prince said it was a good first step to get Cal Water and the Fire District together to talk about things. Town Manager Dennis said the Windy Hill signs have been installed. He said the Town staff is in week two of a 9/80 pilot program and it appears to be going well and thanked the Council for being supportive. He said he started a set of conversations with the Committees to get a sense of where they think they are related to how they would function if they lost a member, where do they see deficiencies, and where will staff have to step in. He said the Committees seemed eager to have the conversations. Town Manager Dennis said the subcommittee from the Water Conservation Committee, Conservation Committee, and Parks & Recreation Committee have started to meet to discuss the future of the Town fields. He said a landscape architect went to the fields with representatives from the committees to discuss the future related to drought and grass. He said that Rossotti Field will eventually need to be renovated and he is interested in a recycled water system, as well as a potential location for emergency water. Town Manager Dennis said the Town is now fully staffed with the addition of Justin, the new maintenance worker. He said one of the issues of recruiting staff is ensuring that they can live somewhere near work and Justin did find relatively local housing. Town Manager Dennis said Lorrie Duval will be assisting in the Neighborhood Watch outreach. He said a message will be sent out to the community soon. He attended a neighborhood watch meeting for Golden Oak North with about 35-40 attendees. He said he made a point to the group that they should talk to their neighbors about some of the land use issues. He anticipates attending each neighborhood watch meeting at some point over the next six months. Town Manager Dennis said the ASCC started discussing Town safety and they will discuss it again in January to allow further public comment. They discussed landscaping, neighborhood watch signs, and lighting. Town Manager Dennis said he had discussed with Nancy Lund, the Priory, and Alpine Hills about hosting the Dengler Prints within the next six months. He said he's asked the Cultural Arts Committee to get together next week to get them involved as well. Town Manager Dennis thanked everyone who participated in making the wreaths – Judy, Danna, and Mia -- which are put together by scraps left on people's properties. He said he has had a few conversations with the new Assemblymember, Marc Berman, who has made some decisions this week related to staffing. Town Manager Dennis anticipates having a conversation with the new District Director in the next couple of days. Assemblyman Berman agreed to Town Manager's Dennis' request for an early opportunity to get on the calendar to discuss issues important to the Town.

WRITTEN COMMUNICATIONS [10:11 p.m.]

(16) Town Council Digest – November 11, 2016

None.

(17) Town Council Digest – November 18, 2016

#3 – Email from Resident Kristi Corley re: Request for Information of Contractor/Subcontractor. Councilmember Aalfs asked if anything could be done in this regard. Town Manager Dennis said they checked with multiple jurisdictions and it is not general practice to get to this level of detailed information related to subs of subs. Town Manager Dennis said he will discuss it with Ms. Corley.

(18) Town Council Digest – November 23, 2016

None.

(19) Town Council Digest – December 2, 2016

None.

(20) Town Council Digest – December 9, 2016

#7 – Request for Appointment City Selection – Redwood City Councilmember Janet Borgens to the Housing and Community Development Committee (This will be a nomination from the floor.) Councilmember Derwin recommended Carlos Romero, City of East Palo Alto, for the ABAG Council seat. For the Bay Area Air Quality Management District Seat, said both were good candidates; however, Belmont Councilmember Doug Kim has specific background in the field. Councilmember Derwin recommended for the Housing & Community Development Committee incumbents Ron Collins and Helen Fiscaro. For the San Mateo County Transportation Authority (SMCTA), she recommended San Mateo Councilmember Maureen Freschet. Councilmember Derwin said Mike O'Neill is seeking appointment for the Vice Chairperson to the City Selection Committee for 2017. She said there will be floor nominations, possibly Emily Beach, and she would recommend her.

ADJOURN TO CLOSED SESSION [10:20 p.m.]

Mayor Hughes adjourned the meeting to the closed session.

(21) Public Employee Performance Evaluation

Government Code Section 54957

Title – Town Manager

REPORT OUT OF CLOSED SESSION: None to Report

ADJOURNMENT [11:20 p.m.]

Mayor Hughes adjourned the meeting.

Mayor

Town Clerk