

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 942, JANUARY 25, 2017

CALL TO ORDER AND ROLL CALL

Mayor Hughes 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 Mary Ann Moise Derwin, Jeff Aalfs, Ann Wengert; Mayor Craig Hughes.

Absent: Vice Mayor John Richards

Others: Jeremy Dennis, Town Manager
Leigh Prince, Town Attorney
Susan Cope, Administrative Services Manager
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Jon Silver, Portola Road. Mr. Silver said the brightly-lit scoreboard at the new Priory project is not appropriate in the scenic corridor of this rural town. He said he received no notice regarding this lighted scoreboard and asked how it had been approved. He said the bright red electronic lighted sign at the Ladera Shell station had been disallowed. He said is sure the Priory proceeded in good faith but if the Town didn't follow their own procedures, they need to take responsibility for letting this inappropriate signage slip through. He said he was also never noticed about the change in color of the running track from gray to red and hopes that striking red color will fade in time.

Mr. Silver said he heard a radio report today that the EPA had been muzzled regarding posting on blogs and websites, or sending emails without approval of the Trump administration. He said today a representative in charge of the EPA transition said that publication of scientific papers would also not be allowed without being checked by the administration. He said this is frightening because the future of the environment depends on accurate science. He said he hopes that Portola Valley will work with the League of California Cities and legislators, and also make the Town's voice heard regarding this issue.

Caroline Vertongen, Palmer Lane. Ms. Vertongen said she is concerned regarding the Council's approval to provide affordable housing to teachers, law enforcement agents, and healthcare professionals in Portola Valley. She said she has dealt with those systems for eight years now and the truth is being covered up. She said she is speaking on behalf of fellow students, fellow healthcare professionals, and fellow parents and teachers who cannot speak up. She said despite California's huge debt and financial dilemmas, this administration continues to expand government jobs and government-funded programs, but California education remains at the bottom, with increased rates of depression, anxiety, suicidal ideation, teen suicides, high truancy, increased drug and alcohol use, bullying, cyberbullying, physical violence, and gang activity. She said it is frustrating that all elected and appointed officials continue to ignore citizen complaints, silence those who disclose abusive, illegal, and criminal conduct, and ask others to help cover this up. She said they have been ignoring the laws that prohibit abusive illegal and criminal conduct in education and government employment, laws that were put in place to warrant equity and quality and safety. She said the same has happened in the healthcare system. She said responsible constituents who demonstrate integrity and strive for excellence and quality care are being retaliated against and then replaced by new professionals who knowingly or unknowingly harm vulnerable constituents. She said the responsible constituents are silenced by high litigation costs, lack of media reporting, and further retaliation. She said law enforcement has expanded its personnel, yet home invasions, crime, and burglaries are beyond their control, requesting now that constituents and business owners spend time and money to protect themselves. She said law enforcement and the justice department refuse to investigate crimes, fraud, and variety of illegal conduct.

Kiki Tidwell, Holden Court. She thanked the Council for their volunteer work. She said she is very concerned about the recent home invasions. She said a daytime burglary occurred down the street from her last week. She said she is particularly concerned because she works at home alone. She encouraged the Council to install the ALPRs and signage as soon as possible because it seems like the current crime wave is intense. She said the police basically advised residents to make their homes less of a target than their neighbors' homes, but she does not want neighbors to be targets either and wants everyone to feel safe. Mayor Hughes said they are working as quickly as possible to get this done.

(1) **PRESENTATION** [7:11 p.m.]

Judy Murphy presented the Water Conservation Committee Greywater Manual to the Council. She said since the inception of the Water Conservation Committee, one of their goals has been to increase awareness and use of greywater, an important component of any sustainable water practice. The manual provides an overview of the design, construction, permitting, and operation of greywater systems for outdoor irrigation. She said it makes clear what is and is not allowed, provides information to achieve compliance with the new Green Building Ordinance, encourages simple systems to meet residents' needs, and provides a working knowledge to enable residents to work more confidently with contractors who may suggest unnecessarily elaborate and expensive systems. She said that several years were spent developing the San Francisco Greywater Instruction Manual (published in 2012), with input from greywater experts and San Francisco and regional water entities and it was purposely not copyrighted so that it could be shared. She said what they first thought would be an easy adaptation of the San Francisco manual turned into an extensive project because of the different soils, plants, drainage rates, etc., in Portola Valley. She said Rebecca Flynn did the majority of the work on the Committee's Greywater Manual, spending a lot of time and using her technical skills and personal experience with an extensive branched drain system in her own home, to make it a manual specific to Portola Valley. Ms. Murphy said that some of the County regulations, permitting, and fees are excessive and might be simplified to encourage more widespread use in Town. She said there are other States with much less stringent regulations.

Mayor Hughes called for questions from the public. Hearing none, Mayor Hughes invited comment from the Council.

Councilmember Aalfs thanked the Committee for all of the work and said the Council was very excited about it.

Councilmember Derwin said this would not have happened without Ms. Flynn's dedication and extensive work on this project.

Councilmember Wengert thanked the Committee for the remarkably comprehensive document and said she appreciated all of the hard work that went into it. She said she was excited to have this source of information on greywater. She asked if there was a way to direct people on the website based on their particular circumstances.

Mayor Hughes thanked the Committee for the hard work put into this project. He said having all this information in one place will be very helpful. He suggested pointing people who come in with construction project applications to this link.

CONSENT AGENDA [7:25 p.m.]

- (2) Approval of Minutes: Town Council Regular Meeting of January 11, 2017. [Removed from Consent Agenda.]
- (3) Approval of Warrant List: January 25, 2017, in the amount of \$167,588.16.

- (4) Appointment by Mayor – Request for Appointment of a Member to the Cultural Arts Committee.
- (5) Appointment by Mayor – Request for Appointment of Members to the Public Works Committee
- (6) Appointment by Mayor – Request for Appointment of a Member to the Water Conservation Committee
- (7) Appointment by Mayor – Commissions and Committees Membership Appointments for 2017
- (8) Recommendation by Sustainability & Special Projects Manager – Adopt an Ordinance Amending Chapter 8.09 [Recycling and Diversion of Construction and Demolition Debris]
 - (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending chapter 8.09 [Recycling and Diversion of Construction and Demolition Debris] of Title 8 [Health and Safety] of the Portola Valley Municipal Code (Ordinance No. 2017-415)
- (9) Recommendation by Sustainability & Special Projects Manager – Adopt an Ordinance Amending Chapter 2.24 [Emergency Organization and Protection], a Resolution Adopting the 2017 Emergency Operations Plan and a Resolution Relative to Disaster Service Worker Volunteers
 - (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending Chapter 2.24 [Emergency Organization and Protection] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance 2017-416)
- (10) Recommendation by Mayor – Amendment No. 1 to the Town Manager Employment Agreement
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Amendment 1 to the Town Manager Employment Agreement (Resolution No. 2716-2017)

Councilmember Derwin moved to approve Items #3-10 of the Consent Agenda. Seconded by Councilmember Aalfs, the motion carried 4-0, by roll call vote.

- (2) Approval of Minutes: Town Council Regular Meeting of January 11, 2017. Councilmember Wengert moved to approve Item 2 as amended. Seconded by Councilmember Aalfs, the motion carried 4-0.

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

- (11) Discussion and Council Direction – Review and Comment on Woodside Fire Protection District Draft Ordinance No. 11

Town Attorney Leigh Prince presented the staff report regarding the proposed changes to the Woodside Fire Protection District Ordinance. She said that upon the Fire District's adoption of the ordinance, probably on January 30, then it will come back to the Council for ratification.

Mayor Hughes called for questions from the Council.

Councilmember Wengert asked regarding the origin of the new definition for gross floor area. Fire Marshal Denise Enea said the floor area calculation is for the County, not for the Town. She said the entire South Zone (Menlo Park, Cal Fire, and Woodside Fire) created the definition. She said if people

attempt to build on a parcel of land where there is no municipal water system within 1,000 feet, they are allowed to have a self-contained unit in lieu of a fire hydrant. She said the required cubic feet is calculated based on the agreed-upon calculation. She said it is nothing that the Town's Building or Planning Department would use, but it is being defined to be in sync with the rest of the South Zone and also to show how a fire flow would be calculated if necessary.

Councilmember Derwin, referring to Section 503.2(1) regarding access roads, asked if there were any places in Town that would be unreachable as a result of this new section. Fire Marshal Enea said it actually is not a new section. She said the access roads in the Code were always adopted as standards and, in order to be more direct, she moved it into the body of the Code. She said they are exactly the same requirements that have been in effect for at least 25 years. She said there are parcels that will have to meet this requirement.

Mayor Hughes described a scenario where a shared driveway is on one person's property and the other person is doing construction, but the existing driveway is not 18 feet wide. He asked how that situation would be handled, where the only access to the property is over an easement that may itself not be 18 feet wide. Fire Marshal Enea said it is worked out on a case-by-case basis. She said for the most part the shared driveways always seem to have an easement that works. She said a more common problem is a practical difficulty such as a creek, large heritage trees, or rock croppings, where it is not feasible or practical to have 18 feet. She said in those cases, they come as close to the Code as possible, which is allowed. Mayor Hughes said that in the scenario he described, the property does not belong to the person applying for the building permit so it creates a burden on the property owner who didn't do anything except grant an easement to the neighbor. Fire Marshal Enea said the person who is applying is responsible for making the improvement. She said it always seems to get worked out.

Councilmember Derwin, referring to Section 903.2A (fire sprinklers), asked Town Manager Dennis if this regulation would apply to ADUs, despite the new State law. Town Manager Dennis said it would. Town Attorney Prince said she believes there is some language in the new law that specifies that if there are health and safety reasons, fire sprinklers can be required under the local ordinance. She said in their conversations with Fire Marshal Enea, they have discussed that, due to the high fire danger in Town, the health and safety reason justifies the requirement.

In response to Councilmember Derwin's question regarding Section 903.2.A.2, Fire Marshal Enea confirmed that if someone decided to add to their existing house, and the floor area of the addition was more than 50% of the existing total house floor square area, the entire house would have to be retrofitted with fire sprinklers. Councilmember Derwin asked if that would be difficult to do in an existing house. Fire Marshal Enea said if that extensive of a remodel was being done, it would not usually be difficult to retrofit with sprinklers. She said it would be more difficult with homes without attic spaces; however, there is also a sidewall head sprinkler available as an alternative to ceiling sprinklers. She said this section has always been in the Town's Code but has not previously been in the Fire Code. She said because the County has been under pressure to build a lot of homes very quickly and were considering removing the retrofit sprinkler ordinance, this inclusion in the Fire Code is being done to salvage that requirement. She said a fire that happens in a house in the unincorporated area next to the Town of Portola Valley creates a hazard for the Town of Portola Valley. She said the section is the same except for the addition regarding basements.

Councilmember Derwin, referring to Section 903.2A.4, asked for a real-life example of a change that would create a more hazardous fire/life safety condition. Fire Marshal Enea said an example would be an office space that turns into a restaurant.

Councilmember Derwin asked if the larger water meter/fire sprinkler question had been clarified. Fire Marshal Enea said this wasn't very highly publicized by Cal Water and she is trying to make it more publicized. She said fire sprinkler systems in a single-family dwelling for the most part won't work with a 5/8" meter. When homes are being remodeled, they are often moved up to a 1" meter, which usually work well with a 13D system. If an upgrade to 1-1/2" is required, as long as there is a fire sprinkler system, Cal

Water will upgrade the meter at no charge. She said is trying to encourage Cal Water that they should publicize this program. She said she has spread the word to the Town and many sprinkler contractors.

Councilmember Derwin, referring to Section B105.1(1), asked regarding the remedy for not having enough fire flow. Fire Marshal Enea said if the lack of fire flow is due to no water main near the property, a standalone water system must be installed for use by the Fire Department in the event of a fire. She said that had an issue where a house was located near a hydrant that only flowed 150 gallons a minute. She said in that instance they lobbied hard for Cal Water to fix it. She said if a homeowner was required to have 750 gallons and only had 700, with a big main in front of the house, situated on a big hill, there is really nothing that can be done. She said the new and remodeled houses have sprinklers and get fire flow credit for it. She said the Fire District relies heavily on fire sprinklers, sometimes more than hydrants.

Councilmember Derwin, referring to Section D103B, asked if there were any existing fire apparatus access roads in Town that exceeded a 20 percent grade. Fire Marshal Enea said there are and it is a problem. She said if there are driveways at 15% or greater, they must have a rough surface. She said this is another section has been in the standard for a long time and she moved it to the body of the Code.

In response to Councilmember Wengert's question, Fire Marshal Enea confirmed the basement portion of the ordinance was new. Fire Marshal Enea said many basements are being retrofitted, usually during a whole house remodel, which is not a problem since the whole house is getting a sprinkler system. But she said she has also seen scary non-daylighted basements that are like mazes, some with sleeping rooms and theaters, which are very dangerous situations for firefighters. She said sprinklers are the first line of defense. She said in the discussions regarding ADUs, she was concerned that a lot of people may think that their uninhabitable basements are potential ADUs.

Councilmember Wengert said they recently saw a project with a second-unit ADU as well as studios and other outbuildings that could be retrofitted for any number of things. She asked if they were also being required to have sprinklers. Fire Marshal Enea said the National Code requires sprinklers for anything that is habitable. She said when a use is changed, such as a converted garage or barn, it requires sprinklers.

With no additional questions from the Council, Mayor Hughes invited public comment. Hearing none, Town Attorney Prince advised the Council that if they had comments, they should direct the Town Manager to prepare them in writing to submit to the Fire District. Mayor Hughes asked the Council if there were any comments that should be submitted.

Fire Marshal Enea said she was happy to implement any desired wording changes. She said their intent is to have their second reading and adoption on January 30, at which time it will be presented to the Town Councils of Woodside and Portola Valley and to San Mateo County for ratification. She said it will be in effect 30 days after that.

Councilmember Wengert asked if accessory structures that fall outside of the definition of a dwelling unit were covered. Councilmember Derwin said the example they discussed with two studios, also has a very small, approximately 200 square-foot tea house/meditation room. She asked if that tea house would also need sprinklers. Fire Marshal Denise Enea said the Town is responsible for determining the type of occupancy, and whether or not it's habitable. She said another thing that triggers the need for sprinklers is a larger property where an accessory structure is placed very far away from access roads or fire hydrants. Deputy Building Inspector Keith Weiner said when a plan is submitted, the occupancy must be described for each individual building on the property. If it is suitable for human habitation, then he considers it habitable space requiring sprinklers.

Mr. Weiner said in all of his discussions with several other jurisdictions, he has had the most cooperation from Portola Valley and he thanked the Council for the collaborative effort.

The Council approved the draft ordinance without changes.

(12) Recommendation by Town Manager – Investment Fund Option

Town Manager Jeremy Dennis presented the staff report explaining the recommendations by staff and the Finance Committee regarding the Town's Investment Fund.

Bill Urban, Chair of the Finance Committee, said with the proposed investment program, there will still be interest dividends from bonds, with the added potential to have capital gains or losses. He said in the measurement of total return, changes in principal are allocated to each of the funds the same way interest is allocated.

Mayor Hughes called for questions from Council.

Councilmember Derwin asked who will do the research in deciding where to invest the money. Mr. Urban said the Finance Committee has done an incredible amount of work identifying potential options, but it's a relationship between Town Staff and Finance Committee to make those decisions after the Council makes an authorization this evening.

Councilmember Derwin asked how much better this proposal is than LAIF. Mr. Urban said the expectations are very modest due to the restraints of the Code to only use fixed income investments and high quality government bonds. He said over very long periods of time even very well-diversified bond portfolios, even with a lot of corporate bonds, generally cannot expect to get more than 1 to 1-1/2 percent above the rate of inflation, or 1.15 percent real return. He said LAIF, and most money market mutual funds which have comparable returns, have been underperforming inflation for the last three or four years. He said in long-term time periods, LAIF will probably track the CPI closely, as will money market funds. He said in this environment the reasonable expectation for the next one to three years should yield 1/2 percent better than CPI. He said that should be 1/2 to 3/4 percent better than LAIF or a money market, depending upon how quickly interest rates rise. He said if the Fed does more than two to three interest rate hikes a year, there is the potential that a portfolio like this could underperform a money market and do less well than LAIF, but that should be infrequently and for short periods of time, and shouldn't happen at all if the rate of interest rate increases in the economy are at a modest measured pace. Mr. Urban said a portfolio like this will have more volatility whereas a LAIF does not fluctuate in value; however, the volatility will be very modest, plus or minus 1 percent. He said these are very liquid, high quality, short maturity investments.

Councilmember Wengert asked if there was a policy defined regarding annual review of the allocations. Town Manager Dennis said the current policy, Section 7.0, is limited with the review related to changes in the policy itself. He said staff would welcome suggestions on what would be appropriate regarding review by the Council and/or relationship with the Finance Committee. Town Attorney Prince said there is a State law requirement to report annually when investment authority is delegated to a Treasurer.

Councilmember Wengert asked Mr. Urban if it made sense to potentially not start on an all-in basis. Mr. Urban said if the portfolio was going to have equities and bonds, it would be recommended to do a phased implementation because of the volatility of equities. He said this proposal, however, is for very stable, short-term investments. He said the only rationale for doing a phased approach is if there is any sense of nervousness about new procedures that haven't been done before, such as having some negative returns, which could happen, working with a broker, and receiving recommendations a couple of times a year by the investment committee regarding trades to rebalance the portfolio. He said from a pure investment standpoint, there is no argument to be slow about doing it. Councilmember Wengert said she agreed but since there was no established process perhaps they could consider proceeding at a slightly more conservative basis to be reviewed after six months.

Councilmember Derwin was supportive of a six-month review.

Mayor Hughes he would be supportive of the full investment with a six-month review.

Councilmember Wengert asked how long it would take to develop a process everyone was comfortable with. Mr. Urban said a few people on the Committee have experience with this type of thing and should be very comfortable with the process within a year. He said they anticipate two large inflows a year, which will be the time the Finance Committee will look at the current allocations, look at the new cash available to invest, figure out the rebalancing, come up with a short list of trades, and provide this information to someone one staff with the authority to execute the trades, with oversight, if desired, by the Finance Committee. He said the Committee will also prepare a report on performance for the Town Council a couple of times a year. Town Manager Dennis said Council has provided authority to the Treasurer/Town Manager to do a lot of these things in conjunction with the Finance Committee. He said if the Council is still comfortable with that, staff can provide regular reporting to Council and, as that flow is developed, they can come back and formalize it more within the investment policy.

Mr. Urban said, in response to Councilmember Derwin's question regarding who is doing the research, they are relying on the expertise of the Finance Committee. He said the current roster of members include people qualified to identify investment vehicles that fit the definitions, understand how they work, and have experience and confidence making recommendations within the very limited number of asset classes – high quality government bonds, high quality short-term government notes, and treasury inflation protected securities. He said the intent is to use very low cost index-tracking vehicles. He said they don't all have to be from Vanguard but will probably end up being Vanguard-type exchange traded funds or index funds. He said the actual research on the bonds is being done by the Vanguard professional managers against an index. The Committee's research is on things such as low cost funds, funds that trap the asset classes well, and which fund company to buy from. He said the Council relies on the Finance Committee's expertise to be able to do that. He said while this expertise is on the Committee today, in five years there may be a different structure.

With no other questions from Council, Mayor Hughes invited public comment. Hearing none, he called for a motion.

Councilmember Aalfs moved to approve the Finance Committee's proposal to invest \$11,600,000 of cash reserves currently held in the State of California Local Agency Investment Fund (LAIF) in a higher yield investment fund and a revised investment policy. Seconded by Councilmember Wengert, the motion carried 4-0.

Councilmember Aalfs moved that the Finance Committee review the current allocation of interest derived from investments to reflect the new policy, and recommend changes to the allocations and potential new funds. Seconded by Councilmember Derwin, the motion carried 4-0.

Town Manager Dennis thanked Mr. Urban and the Finance Committee for their tremendous work. He said he's appreciated the education and opportunity to learn more about what they do and how well they do it. The Council also thanked the Finance Committee and Administrative Services Manager Susan Cope.

(13) Recommendation by Administrative Services Director – Revisions to the Personnel Policies Manual

Administrative Services Manager Susan Cope presented the staff report regarding changes to the Personnel Policies regarding paid leave transfers during personal or family emergency or long-term medical events.

Town Manager Dennis said he was supportive of this proposal. Administrative Services Manager Cope said it is an example of the charitable nature of the Town staff, who really care about fellow employees and want to go out of their way to support their coworkers in whatever trials they are facing.

Councilmember Derwin asked if the person receiving the donated paid time off (PTO) would have to pay it back to whoever donated it. Town Manager Dennis said there is no requirement to pay it back but it is not disallowed.

Councilmember Aalfs asked what would happen if the person who donated the PTO then ran out of PTO that he/she needed. Town Manager Dennis said hopefully there would be other staff members who would donate time. Administrative Services Manager Cope said they would counsel employees not to give away all of their PTO. Town Manager Dennis said there is no expectation that a staff member would be provided with all the time that they need and there is no obligation to donate time.

Councilmember Wengert said it is being done for all of the right reasons and is incredibly generous, but there are some interesting actuarial challenges.

Mayor Hughes said he was thinking about it from an income tax perspective. He said essentially the employees are gifting money to each other and staff should think of it in those terms.

Councilmember Wengert asked for the Town Attorney's comment. Town Attorney Prince said she will confirm the appropriateness of the proposal with the Employee Counsel. Councilmember Wengert expressed concern about unintended consequences of this amazingly generous proposal.

Town Manager Dennis said he's been employed by at least two jurisdictions that have had similar policies and he does not recall any restrictions on how much time could be donated.

In response to Mayor Hughes's comment, Administrative Services Manager Cope said vacation time is capped but sick time accrues and confirmed that it would not cost the Town anything other than minor administrative overhead.

Councilmember Derwin moved to approve the proposed revisions to the Personnel Policies Manual regarding paid leave transfers between employees during a personal or family emergency or long-term medical event. Seconded by Councilmember Aalfs, the motion carried 4-0.

Councilmember Derwin said she is proud to represent a Town with a staff that demonstrates such kindness toward each other. Administrative Services Manager Cope agreed and noted it was the staff who asked for permission to do this.

(14) Appointment by Mayor – Council Liaison Appointments for 2017.

Councilmember Derwin noted that Vice Mayor Richards cannot be an alternate on the HEART of San Mateo County Governing Board because it's an elected position and that listing should be eliminated. Also, he should be listed as the Rep and not the Alternate on the HEART MAC of San Mateo County.

With no other comments by the Council, Mayor Hughes invited public comment. Hearing none, he called for a motion.

Councilmember Wengert moved to approve Council Liaison Appointments for 2017. Seconded by Councilmember Derwin, the motion carried 4-0.

(15) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Councilmember Derwin – Visited the Nevada City Wild and Scenic Film Festival and found two or three films of interest for the film series. She attended the C/CAG meeting on January 12 where there was a presentation on the Smart Mobility Project, a joint venture to reduce congestion. She said the Governor's Budget had just been released. She said they discussed the compensation adjustment for the Executive Director in closed session but a decision on the amount of increase was not reached. Councilmember

Derwin was interviewed regarding a capital campaign for the Woodside Fire District to build two new fire stations. She attended a HEART Finance Committee meeting. She attended the ASCC meeting with Councilmember Wengert on January 23 where they reviewed a new residence on Westridge and a barn conversion to an ADU on Alpine Road. They also conducted preliminary reviews of a new very large residence on Westridge with two studios, an ADU, and a teahouse, and modifications to a previously approved ADU on Cervantes. She suggested there could be some training offered to the Commissioners on the questions to ask and what to look for in their reviews. She attended the HEART Board meeting and said Anne Campbell is now on that board. She said they discussed the fundraiser to be held at Devil's Canyon on May 11. She did not attend the January 16 Water Conservation Committee meeting, but received a report from Sustainability & Special Projects Manager Brandi de Garneau, who said the Committee did not reach a quorum but they discussed the Sharon Heights project with the new member, Jim Lussier, who serves on the Water Committee at the Menlo Country Club. She said Ms. de Garneau reported that the Committee still needs to get data from Cal Water to know if they're meeting the 10 percent reduction. She also reported that they discussed ideas for outreach now that the perception is that the drought is over; announced the Earth Fair theme this year is Landscaping for the Future; and announced the Garden Tour will be held on April 2. She said staff will bring to the Council's February 8 meeting the idea to expand the Committee to include energy. Councilmember Derwin attended a productive Pre-Ad Hoc Housing Committee meeting. She and Councilmember Wengert attended "Standing Together" at Devil's Canyon.

Councilmember Aalfs -- Attended a Peninsula Clean Energy meeting. He said residents will be receiving their first notices beginning in mid-February. He said he and staff met with PCE outreach staff to discuss tailoring messaging for Portola Valley. There are plans to hold some community workshops in March. He said PCE is in the process of approving the first power purchase agreements for power, with several more contracts coming in the next few months. He said they are exploring the opportunity to use ancillary services. In response to Councilmember Derwin's question, Councilmember Aalfs said the total opt-out rate is at approximately 1.4 percent. He said the solar customers are higher than average, closer to 4 or 5 percent, which is a concern. He said he received a call from the Los Angeles County Sustainability Director last week and they discussed communities in Los Angeles County that want to go 100 percent renewable.

Councilmember Wengert – Attended the January 23 ASCC meeting with Councilmember Derwin. She said the FAA Select Committee/San Francisco Roundtable reports went to the Congressional representatives in November and then to the FAA, who promises to respond by mid-February. She said Glen Martin, the Western-Pacific Regional Administrator, has been promoted up and out. She said they don't know yet if there is any successor organization to the Select Committee. She said the Roundtable is moving forward and will be reorganizing next week. She said the FAA sent Steve Carnes, who had been involved with the Select Committee from the beginning, and a woman from TRACON to work with the Roundtable and the successor group (if any) to the Select Committee. She said the FAA understands they need to act differently now with communities relative to these noise issues. She said there has been discussion regarding how the Roundtable could begin to change and how that may be morphed to a whole new approach, including possibly the formation of a South Bay Arrivals Committee that would allow for other participants. She said there are hearings with the FAA coming up on January 30, January 31, and February 1 regarding the Class B air space.

Mayor Hughes – Town Manager Dennis and Mayor Hughes met with Assemblyman Marc Berman on January 13 to discuss affordable housing. Mayor Hughes said at that meeting he presented the scenario where the Town built housing on Town land and they wanted to house Town employees, but the employees may not necessarily want to live where they work. They discussed if there would be potential to create a regional or statewide exchange. Mayor Hughes also attended a Cable and Undergrounding Committee meeting where they received an update on PG&E's Rule 20A and discussed the Committee's purpose and their future.

(16) Town Manager Report – Town Manager Dennis reported the Town survived recent storms relatively unscathed due to the Public Works team's outstanding job preparing the Town. Town Manager

Dennis said he is looking into outreach for students of Woodside High School and The Priory concerning a possible Youth Commission. He said Sustainability & Special Projects Manager de Garneau submitted draft language to a consultant concerning PCE information specific to Portola Valley residents. He said staff would do the bulk of the work for the Vernal Pool Project; however, work cannot begin until summer when the woodrat habitats can be moved. He said Lorrie Duval continues her good work as the Neighborhood Watch Coordinator, with three more potential programs having kickoff meetings scheduled within the next month. He said Howard Young noted that the podium being used is from the old multi-use room (MUR), saved by Skip Struthers since the 1950s.

WRITTEN COMMUNICATIONS [9:09 p.m.]

(17) Town Council Digest – January 13, 2017

#4 – Invitation – League of California Cities Peninsula Division Quarterly Dinner Meeting – Thursday, February 2, 2017. Vice Mayor Richards will attend the League Dinner.

#5 – Invitation – Martin Luther King, Jr. Day – 18th Annual Celebration – Monday, January 16, 2017. Councilmember Derwin said many cities have a day of service on MLK day and suggested the Council consider it for next year.

(18) Town Council Digest – January 20, 2017

#7 – Letter from Mayor John Seybert, City of Redwood City re: Request for Proclamation for the City's 150th Anniversary. The Council agreed to the request from City of Redwood City for a congratulatory proclamation honoring the City's 150th Anniversary.

ADJOURNMENT [9:15 p.m.]

Mayor Hughes adjourned the meeting.

Mayor

Town Clerk