

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 948, MAY 10, 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 Jeff Aalfs and Ann Wengert; Vice Mayor John Richards, Mayor Craig Hughes.

Absent: Councilmember Mary Ann Moise Derwin

Others: Jeremy Dennis, Town Manager
Leigh Prince, Town Attorney
Debbie Pedro, Planning Director
Arly Cassidy, Associate Planner
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None.

CONSENT AGENDA

- (1) Approval of Minutes – Town Council Regular Meeting of April 26, 2017. *[Removed from Consent Agenda.]*
- (2) Approval of Warrant List – May 10, 2017, in the amount of \$332,577.76.
- (3) Appointment by Mayor – Member to the Cultural Arts Committee.
- (4) Appointment by Mayor – Member to the Parks & Recreation Committee.
- (5) Recommendation by Sustainability and Special Projects Manager – Adoption of a Resolution Allowing a Rate Increase under the Franchise Agreement for Collection of Garbage, Recyclables and Compostable Materials between the Town of Portola Valley and GreenWaste Recovery, Inc. *[Removed from Consent Agenda.]*
 - (a) A Resolution of the Town Council of the Town of Portola Valley Allowing a Rate Increase Under the Franchise Agreement for Collection of Garbage, Recyclables and Compostable Materials Between the Town of Portola Valley and GreenWaste Recovery, Inc. (Resolution No. 2721-2017)
- (6) Recommendation by Deputy Building Inspector – Adoption of a Resolution Authorizing the Execution of a Building Department Mutual Aid Agreement for Emergency and Disaster Events.
 - (a) A Resolution of the Town Council of the Town of Portola Valley Authorizing the Execution of a Building Department Mutual Aid Agreement (Resolution No. 2722-2017)

Councilmember Aalfs moved to approve Items 2, 3, 4, and 6. Seconded by Councilmember Wengert the motion carried 4-0, by roll call vote.

- (1) Approval of Minutes – Town Council Regular Meeting of April 26, 2017. Councilmember Wengert moved to approve Item 1 as amended. Seconded by Councilmember Aalfs, the motion carried 4-0.
- (5) Recommendation by Sustainability and Special Projects Manager – Adoption of a Resolution Allowing a Rate Increase under the Franchise Agreement for Collection of Garbage, Recyclables and Compostable Materials between the Town of Portola Valley and GreenWaste Recovery, Inc. [Removed from Consent Agenda.]
 - (a) A Resolution of the Town Council of the Town of Portola Valley Allowing a Rate Increase Under the Franchise Agreement for Collection of Garbage, Recyclables and Compostable Materials Between the Town of Portola Valley and GreenWaste Recovery, Inc. (Resolution No. 2722-2017)

Councilmember Wengert said GreenWaste Recovery has never had a definition of a can in their contract and the residential rates are based on a can. She said three years ago GreenWaste said they were losing money, because there were fewer cans and more recyclables. She said it should be made clear that the rates are based on garbage waste cans only and not recyclables. Mayor Hughes said this recommendation is for a temporary extension of the existing contract and the renegotiation will come later. Town Manager Dennis said staff had asked several times, based on the initial contact from GreenWaste three years ago, to discuss the contract, but there had been no follow-up until late last year. Councilmember Wengert said she supported approving this item because GreenWaste certainly deserves their 3.2 percent CPI increase. She said she hopes GreenWaste will eventually update their pricing model to reflect what they're actually doing, because they are picking up much more recycling and yard waste and she does not want to see them face economic difficulty.

Following discussion, Councilmember Wengert moved to approve Item 5. Seconded by Councilmember Aalfs; the motion carried 4-0.

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

- (7) Report from the Conservation Committee – Committee Annual Report

Judith Murphy, Conservation Committee Chair, presented the Committee Annual Report. She said the Conservation Committee's mandate is to preserve the rural quality of Portola Valley and to maintain the Town as an attractive, tranquil, family-oriented residential community for all generations, compatible with the many physical constraints and natural features of the area. She said the Committee does this by promoting programs to enhance the environment through protection of the native habitat and by helping to ensure that all land development respects and preserves the natural condition of the area.

Ms. Murphy said the Committee conducts approximately 10 to 12 site visits per year for new construction and major remodels, looking at the landscaping piece of it and writing reports for the ASCC and Planning Commissions. She said they review 8 to 10 tree removal permits per year. Ms. Murphy reported that the Committee coordinates the Annual Broom Pull and Corte Madera School, Grove Drive, and Ford Field are now largely broom-free. She said they have had increasing participation with the Scouts and Acterra volunteers. She said they purchased two median weed wrenches – one with the Public Works Director and one that she keeps to loan out to residents. She said they are in the third year of the Backyard Habitat Program, with a total of 21 applications and 17 awards, with a few more in the pipeline. She said education is a primary function of the Committee and they have tables at Earth Day, the Town Picnic, and also educate about weed control. She said they had a focus on rodenticides with an evening lecture. There is a lecture next week regarding care of trees after the drought. She said they provide a "Tip of the Month" and "Kudos of the Month" on the PV Forum. Ms. Murphy shared the Committee's revised

brochure with the Council. She said they co-sponsored the Sod Blitz this year and expanded the Conservation Committee's webpage on the Town's website. She said last year they spearheaded the renovation of the front yard of the old schoolhouse and this year they restored the native plant garden with Howard Young, Alex Von Feldt, and Danna Breen. She said they work very closely with Public Works, holding a daytime meeting once a year. The Committee created a graphic timeline for weed eradication in the public right-of-way. She said they appreciated the budget increase last year to allow for more targeting mowing of the right-of-ways and increased grooming of the Town Center. She said the Conservation Committee regularly collaborates with Trails, ASCC, and Water Conservation/Sustainability and Ecological Resources. She said they put on the successful Portola Valley Eco-Wise Garden Tour with the Water Conservation Committee, showcasing nine local gardens that were notable for wise water use. There were 100 participants.

Ms. Murphy said many of the same activities are proposed for 2017-18 fiscal year. In addition, the Committee wants to revive the Monarch Butterfly project with a milkweed garden. She said they are hoping the new communications person can help them with updating their pages on the Town's website. She said they plan to do outreach to the homeowners' associations to be more of an educational resource for them to help with planting decisions. She said the Committee is working on an action plan for rodenticides. She said the native plant garden will need more oversight and maintenance than what it has had in the past. The Committee is working on a native plant seed library, collecting from local gardens in the right-of-way and purchasing wildflowers that do well here, to be distributed at events. She said the Committee, motivated by the renovation of the pond at Spring Down, would like to take an in depth look at Spring Down in general and how its beauty and potential as an open space could be optimized. She said the Committee appreciates that Vice Mayor Richards attends nearly all of their meetings and provides valuable input. The Committee wanted to stress how much they appreciate the increased funding given to Public Works last year because it made a big difference and they hope that funding will continue and perhaps increase.

Mayor Hughes called for questions from the Council.

Councilmember Wengert thanked the Committee for all the great work they do. She asked if there were any issues with the membership. Ms. Murphy said the members really like serving on the Committee and are willing to take on projects. She said they are currently short one member. She said they are fortunate to have members that have amazing horticultural knowledge and experience.

Councilmember Aalfs asked if the Committee supported the decision to not spray the trails. Ms. Murphy said the well-used trails will get trampled down and it was better to control them with as little spraying as possible.

(8) Report from the Emergency Preparedness Committee – Committee Annual Report

Anne Kopf-Sill, Emergency Preparedness Committee Chair, presented the Committee Annual Report. She said their Communications subcommittee upgraded the AM radio so messages reach most places in Town. She said the voice filtering system was improved and the battery backup system was repaired. She said they are looking at costs and logistics for a second AM radio to provide better coverage in Town. She said two Town personnel training sessions were conducted for radios and communications. She said a 220 MHz radio station with a new antenna was installed for ham radios. She said they conducted a test with CERPP and also fixed the communications to the main fire station in Emerald Hills. She said there are more walkie-talkie units to talk to CERPP from the Town Center. There was a radio field day held in conjunction with the National Amateur Radio Field Day with radios brought to the Town Picnic. She said Stuart Young, from the Medical subcommittee, helped to improve some of the water supplies with water canisters in the Community Center and the Sheriff's Building. She said they also have hydration powders and solar water purification. She said they received verbal permission from a resident with a pond that the Town can get water from with solar pumps in the event of an emergency. She said CERPP has created a map showing where the ponds are located. She said Committee member Diana Koin hosted a cocktail party inviting medical professionals to learn more about volunteering. She said they transferred supplies

from the Sheriff's building to the Community Center. She said Brandi de Garneau, Sustainability and Special Projects Manager, and Selina Brown, who works for the Fire Department, attend their meetings.

Ms. Kopf-Sill said the Committee goals for 2017 include getting to know the Public Works Department. She said Public Works Director Young will be providing a tour for the Committee tomorrow which she hopes will be a yearly occurrence. She said they will have an annual training drill that will be headed by the new Committee member, Mark Bercow. She said Town Manager Dennis and Craig Taylor have offered to inventory the supplies to make sure they are not out of date. She said they want to develop a plan to conduct windshield surveys, checking on which houses and people need help, with the help of Selina Brown from the Fire Department. She said Fire Chief Ghiorso is enthusiastic about satellite phones and the Committee wants to be connected into that. She said they want to test with the CERPP system a different radio system that connects to Town neighborhoods. She said they want to shut down the microwave link that has not worked in a while. Ms. Kopf-Sill said the Field Day will be held on June 24, 2017, with lots of radio equipment on display. She said the Committee will also be at the Town Picnic. She said they would like to also post a "Tip of the Month," and the Committee is waiting for staff's guidelines from the communication plan they're working on. She said Stuart Young was one of the doctors on their Committee, but he has resigned so they would like to recruit additional healthcare providers. She said Diana Koin has offered to run another outreach cocktail party inviting medical professionals. She said the Committee wants to develop a water preservation, use, and sanitation protocol, and signs to direct people where to go at the Town Center. She said for many years they had a backup EOC site at The Priory, with the thought that if the old building here collapsed they could go there where there would be some equipment. She said the Committee feels like the new buildings are very earthquake tolerant so they are discussing an alternate backup to the Priory, possibly a mobile trailer with some radio equipment and first aid supplies that could be moved around with a pickup truck. She said the Town staff has been trained, which is great, but the Committee worries about an emergency that occurs at night or on a weekend when staff is not here. She said Ms. de Garneau wants the Emergency Preparedness people to be registered Disaster Service Workers and prepared to provide backup support. She said a new resident, Mark Bercow, has joined the Committee and will run the annual drill. She said Stuart Young and Tamara Turner have resigned and the Committee needs more medical members. Ms. Kopf-Sill said she is the Chair of the Committee, but no one has volunteered to be Vice Chair or Secretary so they have to recruit someone at each meeting to take minutes. She said the Committee receives wonderful support from Mr. Dennis, Ms. de Garneau, and Ms. Brown.

Mayor Hughes called for questions from the Council.

Councilmember Wengert asked if the Council will also be doing a refresher tour of the facilities. Ms. Kopf-Sill said she was referring to the emergency supplies tour which is shorter than the more extensive Public Works tour. Town Manager Dennis said he will arrange for a tour to be put on the calendar. Ms. Kopf-Sill said more people should be invited from the EPC because some people cannot attend tomorrow.

In response to Councilmember Wengert's question, Ms. Kopf-Sill said no other medical professional has formally joined the Committee. She said it is difficult to recruit volunteers, but she has faith that in the event of a disaster, there will be qualified people stepping up to help. She said that she hopes the outreach efforts will attract new Committee members with medical experience.

The Council thanked the Committee for their work.

PUBLIC HEARING

- (9) Recommendation by Planning Director – First Reading of Ordinance – Clean-Up Text Amendments to the Municipal Code Regarding Vending Machines, Basements and Scenic Corridor Setbacks

- (a) First Reading, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Deleting Chapter 5.48 Regarding Vending Machines, Amending Section 18.04.065 Regarding Basements and Amending Chapter 18.58 Regarding Special Setback Lines (Ordinance No. __)

Associate Planner Arly Cassidy presented the proposed clean-up text amendments as detailed in the staff report.

Mayor Hughes invited questions from the Council.

In response to Councilmember Wengert's question, Planning Director Pedro said basements with ceiling heights of more than 12 feet count as floor area. Planner Cassidy said the basement is exempt from floor area calculation, so most people would not want to trigger that counting as floor area so would keep it under 12 feet in height.

With no further questions, Mayor Hughes invited public comment. Hearing none, Mayor Hughes closed the public hearing and brought the item back to the Council for discussion.

Vice Mayor Richards moved to approve First Reading, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Deleting Chapter 5.48 Regarding Vending Machines, Amending Section 18.04.065 Regarding Basements and Amending Chapter 18.58 Regarding Special Setback Lines. Seconded by Councilmember Aalfs, the motion carried 4-0.

The Second Reading is scheduled for May 24, 2017.

Town Manager Dennis said staff will be doing these types of clean-ups from time to time and he commended the staff for being proactive in this regard.

- (10) Recommendation by Planning Director – First Reading of Ordinance with Amendments to Accessory Dwelling Unit Ordinance

- (a) First Reading, Waive Further Reading, and Introduce an Ordinance Amending Sections of Title 18 [Zoning] of the Portola Valley Municipal Code Relative to Second Units (Ordinance No. __)

Planning Director Pedro narrated a slide presentation regarding the update to the ADU Ordinance as detailed in the staff report.

Mayor Hughes called for questions from the Council.

Councilmember Wengert said she hesitates allowing the latitude of authority to the Fire Marshal to waive or modify the fire sprinklers requirement without specific criteria related to it, such as proximity to hydrants or an environment that clearly does not create a special fire hazard. She is concerned that the vagueness of saying the Fire Marshal will consider it case by case will make it difficult for a potential applicant who is trying to estimate costs, since the cost of sprinklers can be significant. She asked if there was any discussion about applying more specific criteria so potential applicants can get an idea if they will likely be exempt or not. Planning Director Pedro said they can develop additional information because they plan to update the Second Unit Ordinance handout anyway. She said the Fire Marshal's original position was that any detached unit would require sprinkling, whether it is a habitable accessory unit, a workshop, a pool house, etc. Planning Director Pedro said this is an exception being granted for ADUs. Planning Director Pedro said the Fire Marshal mentioned that if there is a fire hydrant nearby, that would be a consideration. She said staff can work with the Fire Marshal to develop a more defined list of other criteria under which she might grant exemptions.

In response to Councilmember Wengert's question, Planning Director Pedro said the issue of interior ADUs on properties smaller than one acre was discussed at the last Planning Commission meeting, with one Commissioner saying there were no exterior changes so no visual impact, but the concern was that most of these smaller properties are located in already dense areas, which could contribute to safety and parking concerns. Planning Director Pedro said the Commissions feel they need more time to address the smaller properties. She said the Commissions decided to separate that part of it in order to move forward with this ordinance in compliance with State law.

In response to Mayor Hughes' question, Planning Director Pedro confirmed that an applicant with a 2 to 3-1/2-acre lot could build a 1,000-square-foot ADU without review, but if they wanted 1,200 square feet, they would have to go through the time and cost of an ASCC review. She said the ASCC was uncomfortable jumping from the original 750 square feet to 1,200 square feet without review.

Mayor Hughes asked if the two individual 1,000-square-foot ADUs on properties on lots greater than 3-1/2 acres would require review because they totaled more than 1,200 square feet. Planning Director Pedro said they would not be subject to review because if there were two units, one would be attached and one would be detached.

With no further questions from the Council, Mayor Hughes invited comments from the public.

Tera Bonora, Grove Drive. Ms. Bonora asked if there was a limit on the number of occupants allowed in the units. Planning Director Pedro said there was no limit on the number of occupants. Ms. Bonora asked if the stress to the utilities such as the sewer systems and septic systems had been considered. Planning Director Pedro said, as with any addition, if a property has a septic system, it must go through the County Health Department Review to ensure that the system is adequate to support the additional use. Ms. Bonora said that even on the two-acre properties, there could potentially be an extra one or two vehicles in addition to the homeowners, who typically have two or three vehicles. She is concerned about an increase in street parking. Planning Director Pedro said for a property in the one-plus-acre zoning district, four parking spaces are required – two in a garage or carport and two uncovered. For a one-bedroom ADU, Planning Director Pedro said one additional parking space per bedroom is required on-site within the property.

With no further public comment, Mayor Hughes closed the public hearing and brought the item back to the Council for discussion.

Councilmember Aalfs was supportive of the ordinance. He said the fire sprinklers were more art than science, and while it would be nice to have criteria, he doesn't know what that would look like and should be explored further. He was supportive of moving forward and considering that issue as a separate future revision. Planning Director Pedro said as this ordinance is rolled out, staff can talk to the Fire Marshal to better understand why fire sprinklers are required or exempted. Mayor Hughes said he could see having initial guidelines and then monitoring, perhaps amending the ordinance later to include guidelines. Councilmember Wengert said she agreed and does not want to hold up the process. She was appreciative of the research done to provide the number of units in each size category. She was supportive of raising the size of the ADU to 1,000 square feet for properties of 1 to 1.99 acres. Councilmember Aalfs said some streets would handle the additional vehicles well and some would not. Vice Mayor Richards said more than anything else this points to the inadequacy of the Town's transportation system. He was supportive of the increased size limits for the ADUs. He said the less-than-one-acre lots need to be looked at carefully, as well as the issue of parking and traffic. Vice Mayor Richards said with the housing issues the way they are, there is not much choice. He said, regarding the fire sprinklers, it is not an issue of protecting the people within the house but protecting the community and neighborhood. He said fire sprinklers are very effective at keeping major fires from starting, but it is unfortunately very expensive, which it makes it more difficult to build affordable buildings. Planning Director Pedro suggested the Affordable Housing Fund could be used for some of that.

Councilmember Wengert asked if there was a consideration to reducing or waiving some of the administrative fees associated with approving the units. Planning Director Pedro said the Commissioners were not tasked to discuss that, so it was not addressed. Vice Mayor Richards said one of the biggest costs is the ASCC review, so allowing administrative review is a significant savings. Town Manager Dennis said they are trying to get funding for a user fee study, which will be an appropriate place to have a discussion about which fees are in the right places and which aren't.

Councilmember Wengert said the areas of continued focus have been identified – sprinklers, attached units on less than one acre, and fees. She said this is a great first step.

Mayor Hughes encouraged the ASCC to review the projects that were subject to ASCC review in a year or two to determine whether they had any problematic projects or if they could all be eligible for administrative review.

Councilmember Wengert said the increased ADU sizes allowed is a significant change, especially considering how many units fall into these categories, and she was surprised there was not very much community feedback. She said she hopes that means people are excited about it rather than that they are just not paying attention. Planning Director Pedro said they have a few applications waiting in the wings for this ordinance change.

The Council thanked staff for their work.

Vice Mayor Richards moved to approve the First Reading, Waive Further Reading, and Introduce an Ordinance Amending Sections of Title 18 [Zoning] of the Portola Valley Municipal Code Relative to Second Units. Seconded by Councilmember Wengert; the motion carried 4-0.

The Second Reading is scheduled for May 24, 2017.

- (11) Recommendation by Town Manager – Extension of GreenWaste Recovery, Inc. Franchise Agreement for Collection of Garbage, Recyclables and Compostable Materials and the Creation of a Subcommittee of the Council to work with Staff on Garbage Contract-related Issues as needed.
 - (a) A Resolution of the Town Council of the Town of Portola Valley Extending the Franchise Agreement Between the Town of Portola Valley and GreenWaste Recovery, Inc. (Resolution No. 2723-2017)

Town Manager Dennis said the Town was about to enter the 10th year of a 10-year agreement with GreenWaste Recovery. He presented the proposal to extend the franchise agreement for an additional two years, to June 30, 2020, as detailed in the staff report.

Councilmember Aalfs asked regarding GreenWaste competitors. Town Manager Dennis said there are maybe five providers in the area. He said there are myriad factors that determine level of service, if a provider has an agreement with a facility, if they can park trucks nearby, etc. Town Manager Dennis said the request for the extension is not a reflection of the quality of service from GreenWaste and said people are generally pleased with their service.

Councilmember Wengert requested a tour of the Material Recovery Facility (MRF). She asked if the Council subcommittee would be two people. Town Manager Dennis said that was the recommendation, which was also the case in 2008.

With no further questions, Mayor Hughes invited public comment. Hearing none, Mayor Hughes brought the item back to the Council for discussion.

Town Manager Dennis said this is not an easy endeavor and it take a lot of time to go through all the detail related to what makes a garbage contract work. He said having talked with the County and other cities that have been through this, who have professionals that do this for a living, they recommended the use of some sort of consultant at some point. He said staff will be asking for money in the budget for that. He would hope the subcommittee would help with that process based on a staff recommendation to move forward with a provider.

Councilmember Wengert moved approval of the Resolution of the Town Council of the Town of Portola Valley Extending the Franchise Agreement between the Town of Portola Valley and GreenWaste Recovery, Inc. Seconded by Councilmember Aalfs; the motion carried 4-0.

Councilmember Wengert and Vice Mayor Richards volunteered to serve on the subcommittee. The motion carried 4-0.

(12) Recommendation by Town Manager – Fiscal Year 2017-18 Council Priorities

Town Manager Dennis presented the staff report regarding the updated Fiscal Year 2017-18 Council Priorities as detailed in the staff report.

Mayor Hughes called for questions from the Council.

Vice Mayor Richards expressed appreciation for the new structure of high level priorities.

Councilmember Wengert asked regarding the Planning Department's new staff report layout. Town Manager Dennis said that based around discussions at the joint training session with the ASCC and Planning Commission, staff recognized the opportunity to improve the look and content of the staff reports to those Commissions. They pulled narrative information into a chart format and the staff reports will continue to develop as they see the reactions. He said that effort led to the creation of improved preapplication materials for applicants, which will continue into the new fiscal year as they receive feedback from applicants and the Commissions.

With no further questions from Council, Mayor Hughes invited public comment. Hearing none, Mayor Hughes brought the item back to the Council for discussion.

Councilmember Aalfs said it looks great but there seems to be a lot of projects on the list. He asked if Town Manager Dennis had an idea of how much of it could be accomplished. Town Manager Dennis said it was not realistic to say every bullet point would be completed, but the list provides a way to see how everything fits together, and the hope is to get as much as possible completed.

Councilmember Aalfs said that other nearby communities are also thinking about several of the tasks listed under Long-Term Resiliency, so there could be some pooling of resources. He said PCE will certainly be interested in things like fuel switching programs. He said there may be an opportunity to get more done by working with the County and the nearby communities.

Mayor Hughes was supportive of the new structure and roll up to higher level goals from the individual projects. He said a year from now, when looking back at this and trying to assess how well the Town did against the priority list, he has some question about how that success can be judged if there is no target set. He said they know it is not possible to achieve everything on the entire list and he understands it is difficult to set an accurate target because unanticipated things come up every year.

Councilmember Aalfs said some of the tasks must be completed. Councilmember Wengert suggested prioritization within these lists by grouping. She agreed with Mayor Hughes that it would be difficult to assess priorities within priorities. She acknowledged that staff gets pulled off tasks and she recognizes that many new things will happen this year, which can be called out when staff provides their annual

review. Town Manager Dennis said, for example, the long-term climate resiliency and adaptation is a huge endeavor that will require committees, subcommittees, outreach, etc., which will not be completed in 2017-18.

Town Manager Dennis said staff briefly discussed targets but shied away from it partly for the reasons discussed, and partly because they first wanted to hear if the Council wanted more focus on certain projects. Town Manager Dennis said performance targets are only as good as the context in which the story is being told. He said they are nice to have as an easy way to share how well you did, but it rarely tells the full story. He said he ultimately decided to provide a good list of things to work on, with some that might have more priority than others, and get as much done as possible.

Mayor Hughes was satisfied with the structure as is and said it is an ongoing process that will be refined eventually to a standard, perhaps incorporating high and low priorities within each grouping next time.

Town Manager Dennis said the important aspect of tonight's discussion is telling staff and the public where the Council wants attention to be placed. He said any project that falls under those priorities is a valuable project, with some having more impact and some taking longer than others. He said having a shorter, more easily attainable list might not feel honest.

Town Manager Dennis commended staff for the tremendous amount of work they put into this project. He said he was particularly proud to see how the managers that report to him thought about how their departments would be prioritizing their time. He said it was nice to see it all feed into something that makes sense.

In response to Vice Mayor Richards' question, Town Manager Dennis said quotes from the General Plan were not yet on the wall due to some delays, but it has been designed.

The Council thanked the Town Manager and Staff for a commendable document.

Councilmember Aalfs moved to adopt the Fiscal Year 2017-18 Council Priorities as detailed in the staff report. Seconded by Vice Mayor Richards; the motion carried 4-0.

(13) Discussion and Council Action – Update Regarding Sanctuary Cities and Consideration of Amicus Participation.

Town Attorney Leigh Prince presented the update regarding sanctuary cities and consideration of authorizing the Town to join amicus briefs and/or other pleadings in *County of Santa Clara v. Trump* and *City and County of San Francisco v. Trump* challenging President Trump's executive order threatening to withhold federal funds from sanctuary jurisdictions, as detailed in the staff report.

Councilmember Wengert asked what the timing would be if Attorney General Sessions pursued the lawsuit against the current executive order. Town Attorney Prince said if the preliminary injunction is appealed, it will be fairly quick, perhaps 90 days. She said there would also be permanent injunction requests and the substantive briefing that could stretch out over years. She said the validity of 8 U.S.C. 1373 will also be argued.

Mayor Hughes asked that Town Attorney Prince continue to keep the Council informed as sanctuary cities and consideration of amicus participation moves forward, so they can be ready to move quickly.

In response to Councilmember Wengert's question, Town Attorney Prince said she was not aware if the County of San Mateo was participating, but Santa Clara County and San Francisco County are.

(14) TOWN COUNCIL COMMUNICATIONS

1. Appointment of Two Council Members to Liaison with Portola Valley School District

Town Manager Dennis presented the recommendation to appoint two Council members to liaison with the Portola Valley School District in regularly-scheduled meetings, as detailed in the staff report.

Mayor Hughes said some of the areas served by the Portola Valley School District are not within the Town boundaries and asked if the meetings were to be informal or regular noticed public meetings. Town Manager Dennis said the intention is they would be noticed meetings, providing an opportunity for the public to hear the issues of commonality.

In response to Councilmember Wengert's question, Town Manager Dennis said these meetings would be a natural place for conversations about the School District's interest in housing opportunities.

Mayor Hughes and Councilmember Aalfs volunteered to serve as liaisons to the Portola Valley School District. The Council approved 4-0.

2. Appointment of Voting Delegate and Alternate for the League of California Cities Annual Conference

Town Manager Dennis shared the letter from the League of California Cities requesting the designation of a voting delegate and alternate from Portola Valley.

Councilmember Aalfs moved to appoint Councilmember Wengert as Voting Delegate and Councilmember Derwin as the alternate. Seconded by Vice Mayor Richards; the motion carried 4-0.

(15) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Councilmember Aalfs -- Attended ASCC and Planning Commission field visit and meetings where they discussed discussing Alpine Hills Swim and Tennis Club project.

Councilmember Wengert – Attended a C/CAG Bicycle and Pedestrian Advisory Committee meeting, noting there is an available crosswalk grant. She said they clarified the rule stating a member must be present at a project review to vote. Councilmember Wengert and Vice Mayor Richards attended the April Council of Cities dinner meeting held in Redwood City.

Vice Mayor Richards – None to report.

Mayor Hughes – None to report.

(16) Town Manager Report – Town Manager Dennis reported that the development of the budget is ongoing and the draft budget will be reviewed by the Finance Committee at their meeting on May 25. He visited with a field representative from Senator Diane Feinstein's office who offered assistance if the Town needs anything from the Senator's office. Town Manager Dennis met with the Agriculture Commissioner and a member of the County Manager's staff for a tour of Portola Valley related to Prop 64 marijuana issues. He showed them a variety of locations including the Town's commercial center areas where there is some wine production. They offered support with any work the Town needs to do related to business licenses, codes, etc. Town Manager Dennis attended three additional Neighborhood Watch meetings for a total of 16 so far. He and Public Works Director Young will meet with representatives from FEMA to review the application for Federal disaster funds to repair upper Alpine Road. Town Manager Dennis hosted a "Get to Know Your MROSD Staff Member" – the Assistant General Manager, the Supervising Ranger who supervises all the Rangers and their volunteer services, and two Deputies. He said there was good conversation, they got to know each other, and they discussed partnering in ways that make sense, including rodenticides, joint education on the trail issues, etc. Town Manager Dennis reached out to Assemblyman Berman's and Senator Hill's offices to coordinate a coffee with residents in

the summer. Town Manager Dennis has a meeting scheduled with Lt. Cristina Corpus related to the former discussion with Council about supported communities. The head of 911 communications for San Mateo County has been invited to speak at the May 24th Town Council meeting. Town Manager Dennis received positive feedback on a PV Forum posting regarding sign vandalism.

WRITTEN COMMUNICATIONS [9:03 p.m.]

(17) Town Council Digest – April 28, 2017

None.

(18) Town Council Digest – May 5, 2017

#5 – Memo from Public Works Director re: 2017-18 Resurfacing Project #2017-PW01 Bid Results. Councilmember Aalfs said he was pleased with bid result.

#7 – Invitation to the Council of Cities Dinner Meeting (EPA Hosting City) – Friday, May 19, 2017. Councilmember Derwin will attend the May Council of Cities Dinner Meeting

ADJOURNMENT [9:05 p.m.]

Mayor Hughes adjourned the meeting.

Mayor

Town Clerk