

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 970, June 27, 2018

CALL TO ORDER AND ROLL CALL

Mayor Richards 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, Craig Hughes; Vice Mayor Ann Wengert; Mayor John Richards

Absent: None

Others: Jeremy Dennis, Town Manager
Cara Silver, Town Attorney
Arly Cassidy, Interim Planning Director
Cynthia Richardson, Planner
Ali Taghavi, Communications & Sustainability Management Analyst
Starla Jerome-Robinson, Interim Finance Director
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None

CONSENT AGENDA

- (1) Approval of Minutes – Town Council Regular Meeting of June 13, 2018. *[Removed from Consent Agenda.]*
- (2) Approval of Warrant List – June 27, 2018, in the amount of \$147,160.74 *[Removed from Consent Agenda.]*
- (3) Recommendation by Interim Finance Director – Consultant Service Agreement: Maze & Associates Accountancy Corporation
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the Second Amendment to Agreement for Audit Services Between the Town of Portola Valley and Maze & Associates Accountancy Corporation (Resolution No. 2761-2018)
- (4) Recommendation by Interim Finance Director -- Agreement with KPMG LLC to Evaluate and Report on the Charitable Use of the Community Hall
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement Between the Town of Portola Valley and KPMG LLP (Resolution No. 2762-2018)
- (5) Recommendation by Interim Finance Director -- 2018-19 Woodside Highlands and Wayside II Road Maintenance District Tax Assessments *[Removed from Consent Agenda.]*
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Woodside Highlands Road Maintenance District to the 2018-2019 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2763-2018)

- (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Wayside II Road Maintenance District to the 2018- 2019 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2764- 2018)

(6) Recommendation by Interim Finance Director – 2018-19 Appropriations Limit

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Determining and Establishing the Appropriations Limit for Fiscal Year 2018-2019 (Resolution No. 2765-2018)

(7) Resolution Congratulating the City of East Palo Alto on its 35th Anniversary of Incorporation -- (Resolution No. 2766-2018)

(8) Recommendation by Town Attorney – Item deferred for discussion at the next regular Town Council meeting, scheduled for Wednesday, July 11, 2018 [*Removed from Consent Agenda*]

Councilmember Aalfs moved to approve Items 3, 4, 6, and 7. Seconded by Councilmember Derwin the motion carried 5-0, by roll call vote.

(1) Approval of Minutes – Town Council Regular Meeting of June 13, 2018.

Councilmember Hughes moved to approve Item 1 as submitted. Seconded by Councilmember Derwin; the motion carried 3-0, with Councilmember Aalfs and Vice Mayor Wengert abstaining.

(2) Approval of Warrant List – June 27, 2018, in the amount of \$147,160.74.

Vice Mayor Wengert asked regarding the payment to the consultant for the garbage contract. Town Manager Dennis said he understands it to be a prepayment but he will research it further. The invoice from Sloan, Vazquez & McAfee will be removed from the warrant list.

Vice Mayor Wengert moved to approve Item 2 as amended. Seconded by Councilmember Aalfs; the motion carried 5-0, by roll call vote.

(5) Recommendation by Interim Finance Director -- 2018-19 Woodside Highlands and Wayside II Road Maintenance District Tax Assessments

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Woodside Highlands Road Maintenance District to the 2018-2019 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2763-2018)
- (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Wayside II Road Maintenance District to the 2018- 2019 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2764- 2018)

Councilmember Aalfs moved to approve Item 5. Seconded by Councilmember Derwin; the motion carried 4-0; with Councilmember Hughes abstaining.

(8) Recommendation by Town Attorney - Approval of a Short-Term Extension to the Existing Law Enforcement Agreement between the Town and San Mateo County to Allow for Continued Services Until New Contract is Executed

Town Manager Dennis said the new contract is not yet ready and conversations are continuing on this item tomorrow, as detailed in the staff report. He said the bridge contract is necessary to ensure no disruption of services between the old and new contracts. Staff will bring this item back to the Council on July 11. Vice Mayor Wengert said it is a complicated contract with complicated calculations and it was not felt prudent to rush it through without thorough consideration of all parts of the contract. Councilmember Hughes said agreement has been reached with the Sheriff's Office on all of the major points and it is just a matter of documenting the agreement. The contract also needs to be approved by the County Board of Supervisors after the Town approves it, so a bridge contract would be recommended anyway. The signed contract will be effective retroactively to July 1.

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

PUBLIC HEARINGS

- (9) **PUBLIC HEARING – Recommendation by Interim Planning Director** – First Reading of Ordinance – Outdoor Lighting Ordinance; Amendments to Design Guidelines
- (a) First Reading, Waive Further Reading and Introduce an Ordinance of the Town Council of the Town of Portola Valley Amending Title 18 [Zoning] of the Portola Valley Municipal Code Relative to Outdoor Lighting (Ord. ___)
 - (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Amending the Portola Valley Lighting Design Guidelines (Resolution No. __)

Interim Planning Director Cassidy led a presentation for the proposed ordinance and resolution regarding outdoor lighting, as described in the staff report.

Mayor Richards invited questions from the Council.

Councilmember Hughes asked for clarification regarding the lumen maximums for a single fixture. Interim Planning Director Cassidy said the lumen maximum is the absolute cap that should not be exceeded; however, similar to how the Town considers maximum floor area numbers, it is not encouraged for people to build to the maximum. She said the number is enforceable because it is in the Zoning Code. She said the low height and stairstep numbers are for areas where there are multiple lights, i.e., longer paths. She said they explored having site maximums; however, it felt too extreme with regard to enforcement.

Councilmember Derwin said allowing two fixtures at a door for symmetry if one is not wired encourages people to break the law. She suggested allowing two dark sky compliant fixtures that total 1125 lumens. Vice Mayor Wengert agreed. Interim Planning Director Cassidy said the specific language says one fixture per door. If there are two single garage doors, two symmetrical lights are allowed, with one on each side. However, one only light is allowed on a single-wide garage door. The goal is to allow for symmetry and still comply with the Code rule of one fixture per door. She said there could be a caveat designating total number of lumens per door spread among multiple fixtures.

Vice Mayor Wengert suggested holiday lighting be included in the Prohibited Lighting section. Interim Planning Director Cassidy said temporary holiday lighting, including in trees, is under Applicability as an exception. Vice Mayor Wengert said it should be clear that seasonal or decorative lighting must be temporary. She said having a continuous string of bulbs that remain on a permanent basis should be clearly prohibited. Interim Planning Director Cassidy said the definition of temporary can be strengthened. Town Manager Dennis said staff can bring back to the Council some of the ways other municipalities handle this issue.

Mayor Richards invited comments from the public. Hearing none, he brought the item back to the Council for discussion.

Councilmember Hughes said he was supportive of the update and the suggested modifications of counting total lumens per garage door rather than per fixture and prohibiting permanent strings of lights. He appreciated all the work put into this project.

Councilmember Derwin said she was the liaison to the ASCC during this very thorough discussion. She was also supportive of the suggested modifications.

Councilmember Aalfs agreed with the suggested modifications. Councilmember Aalfs asked about reaching out to the design community about lighting guidelines. Interim Planning Director Cassidy said there is a preapplication checklist to be sure staff fully informs applicants of requirements. Interim Planning Director Cassidy said there is a question of enforcement and how to get the information out because it is possible to change a fixture without needing a building permit. Staff has discussed providing a handout of guidelines for DIY home improvements.

Vice Mayor Wengert thanked the staff for the great work and was supportive of the ordinance and guidelines.

Mayor Richards was supportive of the ordinance and guidelines. He said he was supportive of splitting the maximum lumen between fixtures, keeping them as low as possible. He said people often overestimate the amount of light needed for safety but he understands the desire for symmetry.

Staff will bring the revised ordinance and guidelines back to the Council at the July 11 meeting.

- (10) **PUBLIC HEARING** – Recommendation by Planner Richardson – Review of Amended Parcel Map to Modify Easement and Driveway Improvements. File #X6D-210, 20, 30 and 40 Meadow Court (formerly 1260 Westridge Drive), Lands of Carano Trust
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Amended Parcel Map for Lands of Carano (Resolution No. 2767-2018)
 - (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving the Execution of an Amended and Restated Subdivision Improvement Agreement Between the Town of Portola Valley and Bandel and Paula Carano (Resolution No. 2768-2018)

Planner Richardson presented the proposed Parcel Map for the Carano subdivision, provided the background of the project, and described the proposed amendments to the map, as detailed in the staff report. Staff recommended the Town Council adopt the resolution approving the Amended Parcel Map, and adopt a resolution approving the Amended and Restated Subdivision Improvement Agreement. The applicant's engineer was present to answer questions.

Mayor Richards invited questions from the Council.

Councilmember Hughes said there was previously concern by a neighbor across the creek regarding headlights casting light off the property along the driveway path. Planner Richardson said there will be landscaping improvements that will go along the edge, further blocking the headlights. She said the angle of the new easement does not project light across the creek.

In response to Councilmember Derwin's question, Planner Richardson said the street was named Meadow Creek at the time the final map was approved. She said the applicant proposed the name and it was approved by the Planning Commission.

Councilmember Derwin asked, in general, if there is any oversight if a homeowner wants to do creek stabilization work. Planner Richardson said if it is not emergency repair, then it could require Fish and Game approval and the Town Engineer.

Councilmember Aalfs asked if there was a creek setback. Planner Richardson said there is; however, the road has been allowed to be in that creek setback.

Vice Mayor Wengert said it was her understanding that the applicant's primary impetus for requesting this change had to do with the clear evidence of creek erosion that occurred in the heavier rains from last year.

Councilmember Hughes asked if the sewer easement would also move. Planner Richardson said the sewer line has not moved. She said this proposal is only to move the driveway or the last part of the meadow forward.

The project engineer from Lea & Braze Engineering said they realigned the sewer to follow the easement. He said it is a separate private easement dedicated to Westbay Sanitary District and technically not part of the map, but is recorded concurrently. He said the easement will also be approved by Westbay Sanitary District.

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

Councilmember Derwin moved for Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Amended Parcel Map for Lands of Carano. Seconded by Vice Mayor Wengert; the motion carried 5-0.

Councilmember Derwin moved for Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving the Execution of an Amended and Restated Subdivision Improvement Agreement Between the Town of Portola Valley and Bandel and Paula Carano. Seconded by Vice Mayor Wengert; the motion carried 5-0.

(11) **PUBLIC HEARING – Adoption of the 2018-2019 Fiscal Year Budget**

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting the Operating and Capital Budgets for Fiscal Year 2018-2019 (Resolution No. 2769-2018)

Interim Finance Director Starla Jerome-Robinson led the presentation of the proposed Town Budget FY 2018-2019, as detailed in the staff report.

Town Manager Dennis said staff anticipates coming back to the Council on Spring Down and other open space improvements.

Vice Mayor Wengert asked what differentiates the road work being done this year to put it into the Capital Improvements Program. Town Manager Dennis said this is not a maintenance program but is a one-time slurry seal project that occurs anywhere between 7 to 15 years on different roads. Vice Mayor Wengert said the Town will be running these types of large numbers going forward on just the road portion of it, expecting to see deficit funding continue significantly. She said residents may not think of this as capital improvements, such as new buildings. Town Manager Dennis said they currently do slurry seal projects based on a certain pavement condition index (PCI), which requires a certain expenditure. Staff anticipates bringing to the Council a general conversation around whether or not that's appropriate. He said in 2010 the Town had a road impact fee that ended and, when the last of it was spent in 2013, the larger General Fund expenditures began. He said they want to discuss this with the Council because it is not sustainable.

Vice Mayor Wengert asked if the draw down of reserves had been explored. She said this is the first year using this methodology and she wants to make sure it is used in a way to help going forward. She said the magnitude of the numbers in the aggregate is significant. Town Manager Dennis said there is a medium-term issue that needs to be resolved. He said there has not been a full blown analysis yet because there is not an agreed upon methodology. He said the new Finance Director starts tomorrow and this is one of his first tasks. He said it is a significant issue and those expenditures need to be reanalyzed. He said there is some ability to consider alternative levels of PCI, for example. He said there also may be an opportunity to reexamine the MOE. Vice Mayor Wengert said with the magnitude of potential draws for the Town's future reserves, including projects for the Town Center Master Plan and some of the housing initiatives, this will be an interesting analysis.

In response to Councilmember Derwin's question, Town Manager Dennis said the figures reflected the assumption the Town will receive SB-1 funding. The new Finance Director is also tasked with understanding what changes will be needed if SB-1 goes away.

Councilmember Hughes asked how close the Town is to the appropriation limit. Interim Finance Director Jerome-Robinson said it's very close. She said because capital projects are deducted, the budget is well under this year, but it will be very close. She said that is one of the balancing components of how much is put into capital projects. Town Manager Dennis said it's varied over the last five years and it is not surprising to be this close for a small municipality.

With no further questions, Mayor Richards invited public comment.

Caroline Vertongen, 100 Palmer Lane. Ms. Vertongen asked why there was nothing in the budget next year for open space and fields and parks. Town Manager Dennis said there is a distinction between open space and parks. He said the open space acquisition is funded by a particular non-general fund. He said there is no plan to purchase any park next year. He said some of that money may be used to do some improvements at Spring Down in the Frog Pond, which will be decided later this summer. He said parks and trails maintenance is part of the maintenance budget that is not included in the capital projects budget.

Ms. Vertongen asked what the Sheriff and San Mateo law enforcement promises to do in their contract. Town Manager Dennis said there are two contracts with the Sheriff's office, who provide basic law enforcement including traffic, patrol, investigations, and a set of services including narcotics task force, gang task force, and a variety of those types of services. They provide one officer at day and night and the Town also pays for part of a second officer. He said if there is an issue that needs backup, they bring people from other beats such as Woodside or Emerald Hills. Ms. Vertongen said the law enforcement at the school won't investigate but will only file a complaint with the Sheriff. She asked if the Town was responsible for the school law enforcement. Councilmember Hughes said the schools are within the bounds of Portola Valley so, within a law enforcement point of view, it would be the San Mateo County Sheriff's Office to investigate crimes. Town Manager Dennis said a School Resource Officer is shared between a number of schools that provides a variety of services. Ms. Vertongen asked who funded them because it is not working and they aren't doing anything. She said she has done personal investigations and nothing gets done. She said last year one of the law enforcement set off a second alarm and there was no investigation. She said when parents go to the Officers, nothing is done. Town Manager Dennis asked Ms. Vertongen if she had a set of complaints he could forward to the Sheriff's Department. Ms. Vertongen said no, she wanted to know who was in charge. She said her taxes pay that contract. She said the school board doesn't know what's going on or if they do know, it's lip service. She said parents will not come forward because they need to make sure their child will graduate and they need that recommendation letter. She said she stopped controlling what is going on in Town because she had more support in Palo Alto. She said when a parent or specialist asks a school administrator what to do when a child has a complaint of harassment, the administrator says, "You know what? Students lie. You know what? You can get jailed when you lie." She said there is not one State agency that investigates anything. She said the police don't do anything. She wants to know who is responsible for that because obviously the Town is paying them. Town Manager Dennis said if it is a criminal issue, it would be through the law

enforcement contract. He said if Ms. Vertongen has specific complaints he will be happy to discuss them with her and the Sheriff's Department. She said she can't complain for other people. Town Manager Dennis advised her to let them know that he is available to hear any concerns they may have. She asked how she can pass information on to parents. Town Manager Dennis suggested this conversation regarding the variety of issues she has should be discussed offline and invited Ms. Vertongen to meet with him.

With no further public comment, Mayor Richards brought the item back to the Council for discussion.

Vice Mayor Wengert thanked Interim Finance Director Jerome-Robinson for the phenomenal work she did on the Town's behalf, under difficult circumstances. She congratulated staff for the terrific job on the budget.

Councilmember Aalfs agreed that the work is great and appreciates the ongoing effort to better organize the information. He was supportive of the proposed budget. He said he wants to talk about including the microgrid project moving forward.

Councilmember Derwin was supportive of the budget and thanked Interim Finance Director Jerome-Robinson for her help.

Councilmember Hughes was supportive of the budget and thanked Interim Finance Director Jerome-Robinson and staff for all their work. He said they have been trying for some time to get better long-term visibility and this budget is a really good step on that path.

Mayor Richards said the five-year capital improvement plan makes it much easier to see where the Town is headed. He expressed appreciation to Interim Finance Director Jerome-Robinson and staff for all the work they've done. He was supportive of the budget.

The Town presented Interim Finance Director Jerome-Robinson with flowers in appreciation. Interim Finance Director Jerome-Robinson said she appreciates all the expressions of appreciation but it is the team – Jeremy, Cindy, Brandi, Howard. She said it's a great team and she will truly miss that.

Councilmember Hughes moved for Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting the Operating and Capital Budgets for Fiscal Year 2018-2019. Seconded by Vice Mayor Wengert; the motion carried 5-0.

(12) Recommendation from Communications & Sustainability Management Analyst – Selecting a Name for the Vernal Pond at the Spring Down Open Space Preserve

Communications & Sustainability Management Analyst Taghavi presented the staff report and proposed names for the Vernal Pond, which will be formally unveiled on July 26. The top six choices presented were Spring Down Pond, Blue Heron Pond, Willow Pond, San Andreas Pond, Valley Pond, and Serenity Pond.

Mayor Richards invited questions from the Council.

Councilmember Hughes asked if the Conservation Committee had plans to keep people in touch with the vernal pond as it changes throughout the year. Communications & Sustainability Management Analyst Taghavi said they would be talking with the Conservation Committee to see when they want staff to share information. He said tonight he provided a timeline through the end of the year, but he foresees bringing to the residents' attention that it is a living, breathing entity that changes as time goes by. Town Manager Dennis said they want to add some welcoming signage.

Councilmember Hughes moved to name the Vernal Pond at the Spring Down Open Space Preserve the Blue Heron Pond. Seconded by Councilmember Derwin; the motion carried 5-0.

(13) Recommendation by Town Manager – Public Safety Communications Contract

- (a) Adoption of a Resolution of the Town of Portola Valley Approving an Agreement for Public Safety Communications Services for Fiscal Year 2018-19 Through Fiscal Year 2020-21 Between the Town of Portola Valley and the County of San Mateo (Resolution No. 2770-2018)

Town Manager Dennis presented the background, discussion items, and fiscal impact of the proposed Public Safety Communications Contract, as detailed in the staff report. Staff recommended the Council adopt the attached Resolution approving the agreement between the County of San Mateo and the Town of Portola Valley.

Mayor Richards invited questions from the Council.

Councilmember Aalfs asked if the goal was to have the 9% increases eventually arriving at full cost recovery. Town Manager Dennis said there is not a desire at this point to reach full cost recovery, which is likely not possible in the short term. He said he had asked where this would eventually end up and the answers are forthcoming. He said this conversation will continue as the County continues to do the contracts with other agencies.

Councilmember Hughes asked it would be an issue that the Sheriff's contract is for five years and this contract is for three years. Town Manager Dennis said the Sheriff's contract was a later development. He said from a management standpoint there is no issue because they are different services.

Vice Mayor Wengert asked if the main contract total would be reduced by the amount of this contract, since this contract was previously included in the main contract. Town Manager Dennis said the current contract has a breakout of the costs related to Public Safety Communications. He said the base number for the Sheriff's contract did not include the costs of this contract and he is confident the adjustments were made correctly. Town Manager Dennis thanked Town Attorney Silver for the work she did on this contract.

With no further discussion, Mayor Richards invited public comment.

Ms. Vertongen asked how many Sheriffs and Police are actually in Town. She asked what has caused this extra expense for safety. Mayor Richards said the number of Sheriffs has changed very little, if at all, because the population has not changed. Mr. Vertongen said the Town allows the Fire Department to employ ex-felons or prisoners. Mayor Richards respectfully advised that that was not relevant to this agenda item. Ms. Vertongen said the Town promotes services that bring in a safety hazard. She said the contractors use cheaper labor from South America. Town Manager Dennis advised Ms. Vertongen that the comments be related specifically to the discussion of this agenda item. He offered to have a meeting with Ms. Vertongen to discuss her concerns.

With no further public comment; Mayor Richards brought the item back to the Council for discussion.

Councilmember Aalfs moved to approve the Adoption of a Resolution of the Town of Portola Valley Approving an Agreement for Public Safety Communications Services for Fiscal Year 2018-19 Through Fiscal Year 2020-21 Between the Town of Portola Valley and the County of San Mateo. Seconded by Councilmember Derwin; the motion carried 5-0.

(14) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Councilmember Hughes – Attended a meeting to discuss the Sheriff's contract. He said he and Vice Mayor Wengert have been working on this and there is agreement on the important items and the final details are being ironed out. Councilmember Hughes, Town Manager Dennis, Councilmember Aalfs, and Public Works Director Young met with representatives of a company representing semi-rural broadband fiber optics and discussed possible future options for Portola Valley.

Councilmember Derwin – Attended the June 18 Sustainability and Environmental Resources Committee (SERC) meeting where they heard an update from Green Waste and an update from Assistant to the Town Manager de Garneau about the Cal Water rate case and said the microgrid proposal will come to the Council in July or August. They heard updates on the HVAC audits and the lighting retrofit. She attended the first meeting of the San Mateo Countywide Water Coordination Committee. She said they are working on hiring a consultant to help with a strategic plan to create a new water agency in Santa Clara County. She attended a C/CAG meeting with a recap of the transportation issues in the June 5 election. She said the repeal of SB-1 will be on the November ballot. She attended the Task Force meeting for the Grand Boulevard Initiative in Santa Clara where they discussed the SamTrans rapid bus service and pedestrian access to transit. She attended a Resource Management Climate Protection Committee meeting where they saw a presentation on the Peninsula Advanced Energy Community Phase One by the Clean Coalition and heard the BAWSCA report.

Councilmember Aalfs -- Attended the June 19 Trails & Paths Committee meeting. He reported on the June 11 ASCC meeting. He attended the Silicon Valley Energy Summit held at Stanford held on June 21 where they discussed adapting to climate change.

Vice Mayor Wengert – Attended a meeting to discuss the Sheriff's contract. She participated in a two-hour call with the Airport Roundtable to discuss the work program. She said the South Bay Roundtable has started to take off.

Mayor Richards – Attended the June 14 Cultural Arts Committee meeting where they discussed the upcoming band event. He attended the Emergency Services Council meeting, where they got a new OES Director, Kevin Rose, and passed the new budget. He reported that Portola Valley has 48.5% subscribers to SMC Alert. He said all of San Mateo County is participating in the September 6 Yellow Command Exercise, except Woodside and Portola Valley. Town Manager Dennis said he would check into it. Mayor Richards attended Communications Day held at Town Center on June 23.

(15) Town Manager Report – Town Manager Dennis said Assemblyman Marc Berman will be at Roberts Market on June 29 from 8:00 to 9:30. He said some residents have participated in the gun buyback program. He said Laura Russell has accepted the position of Planning Director and will start July 16. He said he and the Finance Committee have completed the transfer of monies from LAIF. Town Manager Dennis, Mayor Richards, and the Fire Chief will attend a meeting with Stanford regarding the small fire that occurred at Webb Ranch a few weeks ago. He said there was a second fire there Monday morning caused by the same mowing contractor, who has since been terminated.

WRITTEN COMMUNICATIONS

(16) Town Council Digest – June 14, 2018

None.

(17) Town Council Digest – June 21, 2018

None.

ADJOURNMENT [9:20 p.m.]

Mayor Richards adjourned the meeting.

Mayor

Town Clerk