

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 974, SEPTEMBER 12, 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
Brandi de Garmeaux, Assistant to the Town Manager
Cara Silver, Town Attorney
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None

CONSENT AGENDA

- (1) Approval of Minutes – Town Council Regular Meeting of August 22, 2018. *[Removed from Consent Agenda.]*
- (2) Approval of Warrant List – September 12, 2018, in the amount of \$127,455.48.
- (3) Recommendation by Town Attorney – Second Reading and Adoption of Ordinance Amending Chapter 8.26 of Portola Valley Municipal Code to Prohibit Sale of Flavored Tobacco Products and Prohibiting Pharmacies from Selling Tobacco Products
 - (a) Second Reading, Waive Further Reading and Adopt an Ordinance Amending Chapter 8.26 [Tobacco Retailer Permit] of Title 8 [Health and Safety] of the Portola Valley Municipal Code (Ordinance No. 2018-425).
- (4) Recommendation by Town Manager – Support for Clean Air Day
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley in Support of California Clean Air Day (Resolution No. 2783-2018).

Councilmember Aalfs moved to approve Items 2, 3, and 4 of the Consent Agenda. Seconded by Councilmember Derwin the motion carried 5-0, by roll call vote.

- (1) Approval of Minutes – Town Council Regular Meeting of August 22, 2018.

Councilmember Aalfs moved to approve Item 1 of the Consent Agenda as amended. Seconded by Councilmember Derwin, the motion carried 4-0-1, by roll call vote, with Mayor Richards abstaining.

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

(5) Update to Town Council – Microgrid Proposal

Update pulled from the agenda, to be brought back to the Council at a near future meeting.

(6) Recommendation by Assistant to the Town Manager – Adoption of Resolution Authorizing Website Development Services for the Town

- (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 Vision Technology Solutions, LLC (Resolution No. 2784-2018).

Assistant to the Town Manager de Garmeaux explained that the Town's current agreement with Vision Technology Solutions expires on September 23, 2018. A new agreement is required and will include a website redesign/refresh, a subscription to the visionLive Plus Edition, a one-time 8-hour Contact Management System (CMS) and Website Accessibility Training, and sitemap consultation to create a new website sitemap and navigational structure. Staff recommended approval of a Resolution authorizing execution of the Master Services Agreement between the Town of Portola Valley and Vision Technology Solutions, LLC (Vision) for website development services, as detailed in the staff report.

Mayor Richards invited questions from the Council.

Mayor Richards asked why website design services is listed as one of the services not included. Assistant to the Town Manager de Garmeaux said the contract is to perform a website redesign based on a set of templates and the Town is choosing one template. It is her understanding that the company is stating they are not doing the whole redesign as they did when it was initially developed.

Councilmember Derwin asked if the website will look very different. Assistant to the Town Manager de Garmeaux said Vice Mayor Wengert assisted with the design elements. Vice Mayor Wengert described the various templates.

Councilmember Hughes asked if staff would use the extra Education and Training hours for the people who typically use the program or if it would be expanded to more people. Assistant to the Town Manager de Garmeaux said she would engage everyone who is making changes to the website, such as those who are actively working on the back of the CMS and uploading documents.

Councilmember Hughes asked if the subsites would be created by the new communications person. Assistant to the Town Manager de Garmeaux said they would and that would occur after the refresh/redesign is done.

Councilmember Hughes said the Committees will likely be excited about the new site. He asked if they would be trained or if they would have to go through staff. Assistant to the Town Manager de Garmeaux said the committees will be able to do editing on their own with certain permissions for review by staff.

Town Manager Dennis said the next couple of months will be focused on Accela, then the website, and then seeing how committees and others want to use it.

Mayor Richards invited comments/discussion from the Council.

Vice Mayor Wengert thanked Assistant to the Town Manager de Garmeaux for all of the work devoted to this project. She said this powerful tool and much needed refresh will be a terrific improvement. She suggested perhaps a group be put together to provide input regarding the graphics and design, maintaining the look and feel.

Councilmember Hughes moved to approve the Adoption of Resolution Authorizing Website Development Services for the Town. Seconded by Vice Mayor Wengert, the motion carried 5-0.

(7) Council Consideration – “Diesel Free by ‘33” Support

Town Manager Dennis described the “Diesel Free by ‘33” effort launched by the Bay Area Air Quality Management District (BAAQMD) established to reduce diesel emissions in local communities throughout California and beyond. Staff recommended support of the effort and signing the Statement of Purpose, as detailed in the staff report.

Mayor Richards said he signed it himself but thought it would be more effective for the entire Council to be involved.

Councilmember Hughes asked why diesel was specifically called out as opposed to all burned hydrocarbons. He asked what impact this would have on diesel generators in Town. Town Manager Dennis said this is an effort the group felt was achievable, considering diesel compared to all of the other fossil fuels. He said he did not ask about generators.

Councilmember Hughes said he had never heard of diesel-free or diesel-reduction efforts before this. He said there are a lot of reasons diesel fuel is used instead of gasoline and wondered why there was this specific effort about diesel. Vice Mayor Wengert said it also seemed inconsistent to her to unbundle diesel and wondered if there was scientific evidence that suggested it was appropriate.

Mayor Richards said he thought it was just a matter of making a statement and taking a smaller bite out of the issue instead of doing it all at once.

In response to Vice Mayor Wengert’s question, Town Manager Dennis confirmed that the group was asking for support from City and Town bodies.

The Council discussed the difficulties to businesses that are reliant upon trucking, which typically use diesel fuel. Councilmember Aalfs said that this is a start to phase out of diesel and taking a step to discourage introducing new diesel into businesses.

Assistant to the Town Manager de Garneau said that because the Town already has a diesel generator, if the Town moves to a microgrid, the generator would be integrated into the system; however, if the Town did not already have a diesel generator, they would not install a new one. She said if there was a situation where the Town lost power and it was cloudy, the generator would be used to charge the batteries as a backup.

Vice Mayor Wengert said she is uncomfortable with the timing and said it is overly aggressive. She said they would be better served by including it with the 2050 plan. Councilmember Hughes agreed but also thought that, aspirationally, starting somewhere is reasonable. Mayor Richards said big statements are necessary. Vice Mayor Wengert said she supported California’s leadership in addressing climate science.

Councilmember Aalfs moved to support and approve the signing of the Statement of Purpose. Seconded by Councilmember Derwin, the motion carried 5-0.

(8) **COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS**

Councilmember Hughes – Attended the August 27 ASCC meeting that held preliminary hearings on three projects and an architectural review for an addition and remodel. He also attended the September 5 Bicycle, Pedestrian & Traffic Safety Committee meeting where they discussed plans for the Town Picnic and the Pedestrian Traffic Safety Study. He pointed out that traffic enforcement has been greatly

increased around the start of the school year, information that should be shared with residents. Town Manager Dennis said 145 moving citations were issued in August compared to about 30 normally.

Councilmember Derwin – Attended a C/CAG Administration meeting to plan for the September meeting. She said Town Manager Dennis has been asked to facilitate the directors' review. She participated in a conference call to discuss the US 101 Managed Lanes Project. She said there has been some pushback regarding choosing the alternative that includes the carpool toll lane and there will be an equity study session. She said C/CAG must decide who will own and operate it – MTC or VTA. She was interviewed to provide feedback for the Home for All program. She met with Town Manager and Assistant to Town Manager to discuss the new resignation of the current Farmers' Market manager. She attended a meeting in an effort to form a new water agency in San Mateo County. She attended the August Council of Cities Dinner Meeting held in Pacifica where Jim Sullivan made a presentation regarding the Ohlone Portola Heritage Trail. Next year will be the 250-year commemoration of the Portola Expedition and a committee is working on the project. Town Manager Dennis said the Town was asked to participate in the celebration and Nancy Lund attended a couple of meetings.

Councilmember Aalfs -- Reported that Peninsula Clean Energy has had a surge of activity around legislation and the CPUC. He said SB-100 was passed which commits to 100 percent renewable and GHG-free power by 2045. He said that, although PCE lobbied heavily against it, SB-237 also passed, which raises the limit on direct access customers so that for-profit companies can pick specific customers and sell them electricity for very low prices. He said the CPUC wants to ratify a decision on the Power Charge Indifference Adjustment (PCIA), the exit fee paid to PG&E. He said a proposed decision came down from the Administrative Law Judge that was favorable for CCAs, followed by an alternative proposed decision that was very favorable for PG&E. He said the PCE is trying to get some sort of compromise between the two decisions.

Vice Mayor Wengert – Met with Town Manager and Vic Schachter to discuss any new happenings with the FAA. She said the South Bay group is forming and moving forward. She was interviewed to provide feedback for the Home for All program. On August 30, she attended a multi-jurisdictional meeting with Mayor Richards and Town Manager Dennis relative to Stanford, chaired by Supervisor Joe Simitian, where they got the first look at the Supplemental Development Study. They discussed the history of the previous agreements. She said it is likely there will be a lot of focus on the open space lands to the west of Foothill Expressway. She attended the annual luncheon at the Sequoias. She said NCPHS is being renamed Sequoia Living. She attended a meeting with the Mayor, Town Manager, Planning Director, staff and Chairs of the Planning and ASCC Commissions to discuss communication among the various bodies.

Mayor Richards – Attended a Conservation Committee meeting where they discussed the desire to hold a joint meeting with the ASCC to improve communications between the two bodies. He met with Ed Jelich to discuss possible workforce housing on the Jelich property near Robert's Grocery Store, but there did not seem to be much interest.

(9) Town Manager Report – Town Manager Dennis reported on the success of the Town Picnic. He expressed appreciation to the staff for their help. He will deliver to Council a template of a memo to allow one or a minority number of Council members to bring an issue to the Council for discussion. The Ad Hoc Housing on Town-Owned Property Committee is scheduled to meet again on October 1. The Planning Commission will be looking at ADUs in October. On October 23, there will be tours of residences with ADUs on their property. Affiliated housing will be discussed at the October 26 Council meeting. Staff is working on office hours for the Sheriff to visit Town Hall and be available to speak with residents. He said he attended the Library Operations Committee meeting on September 12 at the new Half Moon Bay Library, which is beautiful. The Planning Department will be at the September 13 Farmers' Market to answer questions regarding ADUs.

WRITTEN COMMUNICATIONS

(10) Town Council Digest – August 23, 2018

None.

(11) Town Council Digest – August 30, 2018

None.

(12) Town Council Digest – September 6, 2018

None.

ADJOURNMENT [8:17 p.m.]

Mayor Richards adjourned the meeting.

Mayor

Town Clerk