

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 966, MARCH 27, 2019

CALL TO ORDER AND ROLL CALL

Mayor Wengert 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 Maryann Derwin, Craig Hughes, John Richards; Vice Mayor Jeff Aalfs; Mayor Ann Wengert

Absent: None

Others: Jeremy Dennis, Town Manager
Brandi de Garneau, Assistant to the Town Manager
Laura Russell, Planning & Building Director
Arly Cassidy, Associate Planner
Cara Silver, Town Attorney
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Caroline Vertongen, 100 Palmer Lane. Ms. Vertongen said she was promised that the Council would approach constituents with respect and she has not received a response from Councilmember Derwin to her certified mail of February 12.

Councilmember Derwin said just because one is given a gift, one does not have to receive a gift.

CONSENT AGENDA

- (1) Approval of Minutes – Town Council Special Meeting of March 6, 2019.
- (2) Approval of Minutes – Town Council Regular Meeting of March 13, 2019. *[Removed from Consent Agenda.]*
- (3) Approval of Warrant List – March 27, 2019, in the amount of \$82,192.24.
- (4) Second Reading of Ordinance – Accessory Dwelling Units *[Removed from Consent Agenda.]*
 - (a) Second Reading, Waive Further Reading and Adopt an Ordinance of the Town Council of the Town of Portola Valley Removing Subsection (B) of Section 18.12.040 [Accessory Uses Permitted] of Chapter 18.12 [R-E (Residential Estates) District Regulations] of Title 18 [Zoning], Amending Section 8.36.040 [Accessory Uses] of Chapter 8.36 [Uses Permitted in All Districts] of Title 18 [Zoning] and Amending Section 18.48.030 [One-Time Increase] of Chapter 18.48 [Parcel Area, Open Space and Bulk-Basic Requirements] of Title 18 [Zoning] of the Portola Valley Municipal Code (Ord. 2019-431)

Vice-Mayor Aalfs moved to approve Items 1 and 3 of the Consent Agenda. Seconded by Councilmember Derwin, the motion carried 5-0, by roll call vote.

Councilmember Richards moved to approve Item 2 as amended. Seconded by Councilmember Hughes; the motion carried 5-0.

Tom Hafkenschiel, 1100 Westridge. Mr. Hafkenschiel said he liked some of the changes made regarding the ADU rules, but he remains concerned about the minimal rental time of 30 days. He said there is really no enforcement mechanism attached to that limitation. He said 30 days is a short period of time and encourages short-term rentals. He said his sense is that the community does not want the ADUs to be used for short-term rentals. He proposed the following wording to put more teeth into the measure regarding enforcement: "It is the intent of the Town that ADUs should be used for long-term rentals of at least one-year duration. It is foreseeable that on occasion this will be impossible for a variety of reasons. Because of this, the Town will review all instances of reported violations of this provision on an individual basis and excuse any violation where the clear intent was for the rental to be in accordance with this rule. The penalty for an owner found to be in violation of this provision will be to prohibit further rental of the unit for the period of five years. The penalty of a second violation will be the placement of a \$10,000 lien on the property."

Town Attorney Silver said 30 days is the standard threshold for short-term rentals. She said it relates to how to distinguish between a hotel room and a longer-term rental. She said State law provides that 30 days is the appropriate period for hotel tax. She said with regard to the penalty, the Town would use their standard code enforcement provisions. She said a \$10,000 fine would be out of alignment with other penalties imposed by the Town.

Town Attorney Silver said staff received a letter from Kiki Tidwell stating she will file a lawsuit over the ADU ordinance. Her complaint about the ordinance is the provision about a second driveway. She said staff has looked at the provision and has found it to be a standard provision with no associated liability.

Mayor Wengert invited questions for Town Attorney Silver.

Councilmember Derwin said there are more than 200 housing bills in the legislature right now and some are ADU bills trying to make it easier for people to build ADUs to try to solve the housing disaster including AB-68 and AB-69, which will be even more encouraging of building ADUs and more liberal than the Town's ordinance. She asked Town Attorney Silver how those bills would fit with the Town's ordinance if passed. Town Attorney Silver said it is likely that the State will impose further restrictions and if the final legislation is posed as a mandate, then the Town will be required to adopt the more restrictive requirements. If the final legislation is something that serves as an incentive for developing ADUs, she said the Town will have a choice as to whether or not to further amend its ADU ordinance. She said most of the ADU legislation in this area trumps local control.

Mayor Wengert thanked Mr. Hafkenschiel for sharing his comments. Mr. Hafkenschiel asked regarding the standard enforcement procedures for someone renting an Airbnb. Town Attorney Silver said the Town has a range of different enforcement mechanisms, first trying to get voluntary compliance. If that is unsuccessful the Town would move to issuing citations, hearings, etc. Mayor Wengert said it has been a thorny issue amongst a lot of municipalities and there clearly has not been any one solution that people have embraced as effective. She said Portola Valley has always been known for neighbors working with neighbors as a first approach which is what would be recommended even in this situation. She said obviously as things change, different ways of dealing with it will certainly be addressed. She said clearly the intention is to encourage long-term housing solutions.

Vice Mayor Aalfs moved to approve Item 4. Seconded by Councilmember Derwin; the motion carried 5-0.

Mayor Wengert thanked the staff for their work on this ordinance.

REGULAR AGENDA

- (5) Study Session – Wildfire Preparation Study Session

Mayor Wengert introduced Isabelle LaSalle from Assemblyman Berman's office; Joan Dentler from Senator Hill's office; Deborah Hirst from Supervisor Horsley's office; Jasneet Sharma, San Mateo County Office of Sustainability; Woodside Fire Chief Dan Ghiorso and Fire Marshal Denise Enea; and Chris Beresi and Craig Beckman from the Midpeninsula Regional Open Space District.

Town Manager Dennis shared handouts for the PowerPoint presentation and pamphlets with information about SMC Alert, the Town's radio frequencies used for emergencies, a page from the website, and information about the CERPP program.

Town Manager Dennis led the study session and presentation on Wildfire Preparedness. The topics discussed included why wildfire preparation is necessary, the current plans and resources available to the Town, and next steps.

Mayor Wengert invited questions from the Council.

Councilmember Hughes suggested conversations with PG&E about hardening their lines, undergrounding, and other options that may require some infrastructure, cost, and time. Town Manager Dennis said they have heard from residents who suggested certain types of installations that could cut down some potential fire starts in town and it was a topic of conversation in the Highlands related to some of the tree removal. He said Portola Valley can't have that conversation with PG&E by itself and working with County and State partners will be important.

Councilmember Derwin said at the last City/County Association of Governments (C/CAG) meeting, PG&E gave a presentation regarding wildfire preparation. They reported that on a red flag fire day, if the conditions meet five different criteria, PG&E will turn off power in the Tier II and Tier III areas. She said it takes two to five days to restore that power. She said they are not undergrounding in Paradise and she doesn't see that likely here. Town Manager Dennis said undergrounding will not be a locally generated experience and would require extensive financial resources, likely from the State, if pursued.

Mayor Wengert asked if there was legislation being worked on at the State level relative to codes concerning hardscapes, such as shake roofs, etc., where the Town would be required to make some municipal ordinance changes necessary to comply. Ms. Dentler of Senator Hill's office said she is not aware of anything specific that has been introduced by any local legislators. She said she attended a wildfire technology innovation summit last week in Sacramento, which was attended by policymakers, and this was a big topic of discussion. She said Governor Newsom has really taken this on and has declared a state of emergency and set aside quite a bit of State funding for these initiatives. She said there have been 2,500 bills introduced so far this year in the legislature and she will go back and search to see if there are any of particular interest to Town.

Councilmember Derwin asked if Town Manager Dennis' reference to increasing EOC staffing was volunteer or paid staff. Town Manager Dennis said he was talking about volunteers. He said emergency situations will likely happen outside of staff's business hours and it is critical to have local residents who can operate the EOCs.

With no additional comments by the Council, Mayor Wengert invited public comment.

Jennifer Harris, 501 Portola Road. Ms. Harris lives at the Sequoias. She moved here 15 years ago from Redwood Valley, California, in Inland Mendocino County. She said she drives along roads in Portola Valley and sees a disaster waiting to happen. She said in the early-1990s she and several others established an outdoor education project on 48 acres of oak and madrone woodland owned by the Ukiah Unified School District, with a great deal of help from the Chamberlain Creek and Parlin Fork Conservation Camps. She said they cleared 1 of the 48 acres to be fire safe so they could show community members how to clear their land to make it more fire safe. She said the same could be done

here to show residents what fire safe property looks like, taking out ladder fuels, limb trees up 30 feet, etc. She said she previously co-owned a house at Tahoe Donner in Truckee and they were required to do 30-foot prevention around their houses yearly. If it was not done by the first of July, Tahoe Donner would clear it and bill them. She said there has not been a damaging fire in that area. She said her daughter, a farmer, lives in eastern Washington where they suffered a horrible fire last year. During the winter, her daughter does not work at farming but works all winter for the State of Washington clearing brush under the supervision of their equivalent of Cal Fire. She said this kind of work could be done using the conservation camps (minimum security prisons) where the inmates love to do this kind of work.

Jean Lamb. 190 Bear Gulch Drive. Ms. Lamb said since 1961 visitors to their home have warned them of the fire danger that could sweep up the canyon. She said many eucalyptus trees were planted right next door to them. She said she has asked that the Town prohibit the planting of the eucalyptus trees and require that the existing ones be removed. She said they paid \$6,000 to remove the neighbor's eucalyptus because the neighbor would not remove them unless the Lambs paid for it. She said that is only the beginning though, because if a wind blows through the canyon, a fire would sweep up to the top of Golden Oak. She said she wished the fire department would be more diligent about asking the residents to remove the fire prone trees.

Michael Tomars. Mr. Tomars said he addressed the Council in January about this issue because of insurance. He said he did get renewed, but with 120% increase. He said some of his neighbors did not get renewed and are in the process of trying to find high-risk pools, a very expensive proposition. He suggested some easy steps that could be considered. He said Woodside has a defensible matching fund, funded by a portion of the Town operating budget. He said in cases where citizens are reluctant to take initiative because of cost, they can apply for the program and get partial reimbursement for vegetation reduction on their lots. He shared flyers detailing the program. He suggested consideration of a parcel tax to fund an operating budget to deal with vegetation reduction town-wide. He said that would cost money but, given the fact that circumstances have changed, the Town must have different protocols in place to attack the current environment.

Vic Schachter. Golden Hills Drive. Mr. Schachter said everyone is dreading this coming summer. He agreed that the Council should consider something like the matching fund program that would be appropriate for Portola Valley. He said several neighborhoods are undertaking very substantial and praiseworthy efforts. He said in the hundreds of hours spent on Golden Hills with 30 families, there have been many hours spent on things have already been created to some degree elsewhere. He said it would be much more productive to get some coordination in Portola Valley so they can share their knowledge in a meaningful way and not keep repeating efforts. He said there needs to a practical evacuation plan for Portola Valley. He said those working on neighborhood plans don't know how to coordinate it. He said from the Fire Department's perspective, a lot depends on the nature of disaster, but people need to have some idea of a generalized plan for their neighborhood so they know the best routes to consider if they have to get out of their house and out of the community and that the community is educated about it. He said the community needs to understand where the emergency supplies are located and to what degree Portola Valley can help the neighborhoods set up their emergency meeting points with supplies.

Town Manager Dennis said the evacuation plan drafted by the Woodside Fire Protection District is a good basis for the start of a conversation and he agrees the Town needs to adopt something. He said the EPC has done a good job on amassing the emergency supplies, which are primarily located at Town Center and a couple different sites. He said those supplies may be more useful in an earthquake situation than a fire situation, but he wanted to acknowledge the hard work on the part of the EPC in putting that all together.

Mr. Schachter said in an emergency, the community may be totally separated from any ability to communicate and need to know where to go and what is available. Town Manager Dennis said the greatest regular day-to-day challenge they have in government is making sure that people have access to the information staff is producing on a regular basis. He said it does require residents to participate in

some fashion, either to sign up for e-notices, PV Connect, etc. He said one of the goals of tonight is to highlight the fact that many people do not know what do in a variety of situations. Mr. Schachter suggested starting with the team leaders in the communities would be valuable. Town Manager Dennis said CERPP does a lot of what Mr. Schachter is describing and is a resource that's been here a long time. He said it is frustrating that it is not more well-known. He said it may not serve every need but a lot of what Mr. Schachter mentioned is available through CERPP. Town Manager Dennis highly recommends residents visit the CERPP webpage and learn about it. Mr. Schachter said he and his wife went through their program and highly recommended it.

JoAnn Loulan, 151 Los Trancos Circle. Ms. Loulan agreed with the previous speakers. She said in her neighborhood, Los Trancos Woods, they have a very robust emergency plan. She asked where the emergency supplies are at Town Center. Town Manager Dennis said they are at the substation across the campus and some in the Community Hall. Ms. Loulan said there is a graveyard of dead trees that died due to sudden oak death up on Coal Mine Ridge. She said she attended a fire safety meeting in Los Trancos Woods and they said there was some issue with the County that those trees cannot be removed. She asked why those trees could not be removed. Town Manager Dennis said he will get information regarding that for Ms. Loulan.

M. J. Lee, 100 Meadowood. Ms. Lee lives at the corner of Meadowood and Cervantes. She said she owned a lot in Oakland when they had the big fire. She said after the fire they undergrounded and she was assessed for that on her property tax. She said the Oakland Fire Department also did annual inspections of the homes and lots for vegetation and tree maintenance. She said Town Manager Dennis discounted undergrounding as too expensive. She said she was on the Town's Cable and Undergrounding Committee for approximately 10 years before they went dormant when PG&E started pushing back after the San Bruno fire. She said they know from all the recent fires that the biggest problem is no power. She suggested not discounting undergrounding because, even if it is expensive, it may be a viable solution. She suggested a town-wide evacuation drill. She said the evacuation plan for her neighborhood is to go into Jasper Ridge; however, that feeds into 5,000 people in Ladera. She suggested not counting on those evacuation routes and that residents should evacuate at the earliest suggestion rather than waiting until evacuation becomes mandatory. Town Manager Dennis said staff has discussed conducting a drill and it is on their to-do list.

Judith Murphy, 8 Portola Green Circle. Ms. Murphy has been a resident since 1990. Ms. Murphy said the trees most valued in town, the oaks and redwoods, are not highly flammable. She did not want people to be taking out their most valuable and fire-resistant trees and to focus on the dangerous old pines, eucalyptus, etc. She said that is important in terms of balancing the concern about fire with the ability to preserve why residents live in Portola Valley. She said there is a recently formed informal working group, Conservation and Emergency Preparedness, led by Nona Chiariello of the Town's Conservation Committee. She suggested the Town consolidate their efforts regarding an ad-hoc committee with the already existing working group.

Craig Beckman, Midpeninsula Regional Open Space District. Mr. Beckman lives at Page Mill and Skyline. He said he's worked for Midpen for 35 years, doing vegetation management, fighting fires, managing roads and trails, and providing access roads. He said he recognizes that things are changing and the attitudes from 30 years ago need to change. He appreciates the Town taking a multifaceted approach to this situation regarding buildings, emergency evacuation routes, local clearing around houses. He said he also recognizes the District is a part of the community and plays a role in some of these issues. He said they've been working with Woodside Fire and others to take on some tasks. He said they are just starting a process of having a consultant on board to review all of the District's holdings, 65,000 acres over three Counties, to evaluate priorities for vegetation management. He said the current CEQA only allows 140 acres Districtwide and they anticipate increasing that number significantly. He said he expects the consultant process to reach out to the Town and the Fire District to discuss where the priorities are in Portola Valley related to open space, and at the same time recognizing the natural values to be protected and not just clearing everything, trying to respect the endangered and threatened species and providing

habitat. He said fire is a natural process and no matter what is done to clear vegetation, there will be some there and it will burn. He said figuring out how communities can exist knowing that fire will occur and trying to manage that fire requires cooperation of a lot of different issues. He said he looks forward to sharing information with the Town, working on the committee that gets formed, and is willing to sit down with anyone to talk about things they already do – managing fire roads, working on fuel breaks, managing access, communicating with fire agencies, training staff to be firefighters, citing people smoking in preserves, dealing with law enforcement issues to minimize ignitions, etc.

Mayor Wengert thanked Mr. Beckman for Midpen's willingness to participate.

Having no other speaker cards, Mayor Wengert invited any other public comment.

Fire Chief Dan Ghorso said he was also at the innovation summit in Sacramento last week. He said he and Town Manager Dennis have discussed undergrounding for quite a while. He said they were quoted \$1 million per mile by PG&E. He said they have seen other gas and electric companies working on undergrounding projects in Florida at their expense because their maintenance costs are becoming unsustainable. He said with PG&E going bankrupt, however, that money is probably not there. In Florida they were also giving 25% grants to homeowners to underground from the poles to property. He said those types of things are happening, but not quickly and not overnight. He said there is an existing evacuation plan based on the FEMA template. He said it is a nice plan but in the last few months of working with Cal Fire, they have agreed there needs to be a new set of evacuation plans and they have received some funding from Measure K for that purpose. He said there will be evacuation plans throughout the County. He said the goal was to have them in May but because they only recently received the funding, it is hoped to have them by summer. He pointed out, however, that Paradise had a good evacuation plan and it was practiced regularly. When the fire hit, however, their evacuation plan led them to the fire because the fire came from a position they never anticipated it would come from. He said that is why he has some concerns about evacuation plans. He said Cal OES informed him that the policy or guideline from the State regarding notifications will be received today, which will likely be adopted County-wide.

An unidentified speaker said evacuation drills or practices are a way to build skills. He said the alarm system should be tested to know who can and cannot hear them. He said drills do not need to be total simulations to build skills and improve the ability to respond.

Lou Ann Winchell. 18 Arastradero Road. Ms. Winchell said she actually is a Santa Clara County resident. She said she lives on John Marthens Lane where there are a group of houses behind Alpine Inn and Rossotti's that are Santa Clara County. She asked Town Manager Dennis if the Town is coordinating at all with the Los Altos Hills Fire Department, particularly evacuation routes because they will spill out to Arastradero and either go toward Page Mill or Alpine Road. Town Manager Dennis said they have not yet, but it is one of the many groups they will need to be talking with. Ms. Winchell said they are trying to form their own CERPP group that will work with Los Altos. She said she's always been told if there is an issue where she is, it is whoever can respond most quickly – Woodside Fire or Los Altos.

Hearing no further public comment, Mayor Wengert brought the item back to the Council for discussion.

Councilmember Richards said the Town needs to figure out how to get the message out to everyone. He said he has been liaison to the Emergency Preparedness Committee for several years who has done a lot of hard work and have discussed most of these issues at one time or another and put together a lot of literature, programs, and picnics. He said outreach is always on the top of their minds. He said it is hard to understand comments by residents that they have not heard about it. He hopes everyone here tonight will share with their neighbors that there are programs in place that can help. He suggested demonstrations about tree trimming would be a good starting place. He supported not allowing the planting of eucalyptus. He was supportive of setting up an ad-hoc committee coordinating with what is already established.

Councilmember Hughes said an ad-hoc committee will be appropriate to sort through the issues, analyze costs, and prioritize, etc., the many items brought up tonight. He said the suggestion for demonstrations, similar to what the Town has done for green projects, backyard habitats, ADUs, etc., would be an interesting program. He said if there was a child sitting with a box of matches, regardless of what fuel load was surrounding him, you would take the matches away. He said he would support reducing the hazard of allowing PG&E to have a giant box of electric matches.

Councilmember Derwin said a demonstration of vegetation management has been discussed for many years and should be followed up on. She said there must be a way found to help residents perform defensible space management. She said clearing is a daunting task, it is difficult to find people to do it, and it is very expensive. She said the defensible matching fund has been very popular in Woodside. She said they put in \$100,000 from their general fund and it's oversubscribed. She said it will not pay for all of the work, but will be a start. She said the Town also needs to let people know who will do the work and who will do it correctly. She does not believe PG&E will pay for undergrounding, but encouraged Town Manager Dennis to look into the very interesting Florida example. For the ad-hoc committee, she suggested starting with the existing emergency preparedness working group and adding to it. She liked the idea of small scale neighborhood drills because big drills may be too difficult. She suggested working with the neighborhoods, possibly through the Neighborhood Watch groups.

Ms. Loulan said they have been doing neighborhood drills in Los Trancos Hills twice a year for 30 years, have walkie-talkies, etc. She said the Town could reach out to their neighborhood for more information.

Vice Mayor Aalfs said there are three high-level tasks to be addressed by the ad-hoc committee -- prevention and mitigation, sheltering in place, and evacuation. He said many of the bills coming through the legislature have to do with the PG&E bankruptcy and possible reorganization or restructuring of PG&E. He said one would be making them more of a wire-focused company focusing on wire safety and also the future of the grid as generally distributed resources and microgrids, which would reduce the risk of transmission-based fire ignitions and also make the town more sustainable in the short term when wires are deenergized. He said it is a complicated question that will take decades to complete but said it is currently being discussed and should be understood in order to be prepared.

Mayor Wengert said the laundry list is huge and the tasks of the ad-hoc committee will be large. She said a good start may be Vice Mayor Aalfs' list of three tasks defined by short term and long term priorities. She said resources will also be important. She said the short term items may be things such as emergency access routes, evacuation plans, EOC staffing, outreach, and family reunion locations. She said CERPP has been robust in town and the challenge is keeping people engaged. She agreed with the issues related to code compliance, eucalyptus, vegetation clearing, undergrounding. She would like to have at least two or three residents apply for the ad-hoc committee in addition to those from the Town Council, Commissions, and Committee.

Mayor Wengert suggested the size of the committee not be unwieldy and noted that most of the ad-hoc committees were comprised of about nine members. Councilmember Derwin said they could be much larger. Mayor Wengert commented that all of the meetings are open and anyone can attend, comment, and participate. In response to Councilmember Derwin's question, Town Manager Dennis said there were 11 members not including alternates on the Town Master Plan Committee. Town Manager Dennis said there are some partners that will be engaged that will not be committee members.

A member of the audience asked how the ad-hoc committee would differ from the EPC. Mayor Wengert said it would be a broader charter and would be immediately active on some of the items just discussed.

Councilmember Hughes said there are committees with a lot of experience on some of these issues, but also other folks with experience who are not necessarily on those committees. He was supportive of including citizens on the ad-hoc committee. He suggested not deciding on a structure tonight but

gathering applications first. He said as those applications are sorted through, they can consider what the overall membership looks like and they can balance it out based on the full pool of applicants.

Vice Mayor Aalfs was supportive of a committee of 9, expanded to 11 if there were a lot of applications.

Mayor Wengert said the intention is not to disincentivize the EPC but to have them involved. Town Manager Dennis said the EPC works on issues outside of wildfire prevention. He said he does not want to overburden the EPC with this issue in a short period of time when they have a variety of other things they are working on anyway.

Councilmember Richards said forming the ad-hoc committee will give more people the opportunity to participate in this issue. He said the EPC is irreplaceable and there will hopefully be one or two of those members on this ad-hoc committee, but it is necessary to broaden this to make it a new entity so more people can participate.

Councilmember Derwin asked how often the new committee would meet. Town Manager Dennis said that will be dependent on how the Council directs their scope. He said they can look at short, medium, and long-term goals.

Mayor Wengert said things like a demonstration area of vegetative clearing could be done. Vice Mayor Aalfs said there will likely be some evacuation plans to discuss by summer. Town Manager Dennis said there will be a variety of complementary efforts by the legislature and the County. Fire Chief Ghiorso said the County is working with a core group of fire service on a transportation grant they received. Mayor Wengert said the fire season is coming quickly and she would be concerned about only having monthly meetings and suggested they should be at least every other week. She said it is critical to get the group together quickly. Town Manager Dennis said staff is just beginning their budget process and welcomed any identification of significant expenditures to be included.

Fire Marshal Denise Enea said it is a complicated and multi-faceted issue. She said she's been doing it well over 20 years and still learns things every day and still sends people to classes and seminars. She said she deals with all of the different facets – vegetation, sustainability, home hardening, and conservation. She said there are people within the community who are active and potentially willing to help that could really understand the problem, experts in their field that could provide information and talents on this ad-hoc committee. She said different professions come up repeatedly – architects, contractors, landscape architects, botanists, foresters, public works, planning, conservation committee, fire, and large landowners. She said a core group such as this could work faster and really provide a good end product.

Councilmember Richards said it will be helpful to have an outline of the major focus of the group to help people decide if they are interested in being a part of it. Mayor Wengert said a priority list would be helpful. Town Manager Dennis said staff could put something together for the April 10 agenda.

Councilmember Derwin said the list reminds her of the staff team on the County that put together the proposal for the water agency. She said they did an incredible amount of work very fast because there were experts in every area. She said it is a good model.

Councilmember Hughes said if meeting every two weeks is the right pace, then as staff develops the outline of committee goals, they might also indicate when the group should meet.

In response to Vice Mayor Aalfs' question, Town Manager Dennis said there was staff bandwidth available to facilitate meetings every other week and he would be fairly involved.

Ms. Chiariello said that given the short timeframe and amount and complexity of work, it will be important to have subcommittees. The Council agreed this was a good suggestion. Vice Mayor Aalfs asked if there were issues outside of the long-term focus that would perhaps be better broken out into subcommittees. Mayor Wengert said she is hoping they can better direct that based on what comes back on April 10.

Town Manager Dennis said staff will return with a mission statement; a structured outline for short, medium, and long term; and potential meeting dates for the ad-hoc committee at the April 10 Council meeting.

Mayor Wengert thanked everyone for their participation and called for a 10-minute break.

(6) Study Session – Stanford Affiliated Housing Presentation

Mayor Wengert said this study session has been long anticipated. She said the Stanford Wedge property was identified as an affiliated housing site long ago. She welcomed the Stanford team to present their initial concepts on what they might do in terms of providing housing on the Wedge.

Jean Snyder, Associate Vice President of Real Estate at Stanford, provided an overview of the presentation of the Update on Affiliated Housing Sites for the Town of Portola Valley, as detailed in the staff report. The presentation included guiding principles, background, understanding the site, site data, and initial concept. Ms. Snyder introduced Larry Strain, the project architect from Siegel & Strain Architects, who led the Council through the PowerPoint presentation.

Mayor Wengert invited questions from the Council.

Councilmember Hughes asked regarding the unit count. Ms. Snyder said there are 29 units and three below market rate lots that could be more than just single units. She said there are six units that are duplexes. She said to meet the demand of their faculty the units are usually three bedrooms with a den, 1,800 to 2,200-square-feet in size. She said in order to be able to recruit and retain faculty the units must be moderately priced.

Councilmember Derwin asked how many units can fit in the three affordable unit lots. Ms. Snyder said the Town code would allow four per lot, so there could be up to a total of 12, depending on the size of the units and affordability levels.

Vice Mayor Aalfs asked if they would be sold as individual lots and the size of the lots. Ms. Snyder said the lots average 5,000 to 6,000 square feet. She said the lots would be sold on long-term ground leases to faculty, as they do for their subdivision and other faculty housing.

Mayor Wengert asked about the parking ratio for the homes. Mr. Strain said each house has a built-in two-car garage. He said they have not yet looked at guest parking. He said they are looking at grouping driveways so that there is not a road with a row of driveways.

Vice Mayor Aalfs asked if an all-electric development had been considered, eliminating the need to pipe in gas. A Stanford team member said they would consider that and pointed out the State is headed in that direction.

Councilmember Derwin asked about a microgrid. A Stanford team member said he is working on a project in Oakland with an Eco-Block based on an entire microgrid with DC power and a flywheel, way beyond the scope of this project. He said there is the ability to do rooftops on this project.

Councilmember Hughes asked if they had considered scattering the below market rate homes throughout the development rather than keeping them separate. Ms. Snyder said it was considered but the thinking was that the other homes will be all faculty and they didn't know if that should be mixed.

Ms. Snyder said this number of units is the upper end of what they would do. She said when they approached the Town there was an expression of interest to understand if they could do more.

Councilmember Hughes asked if the sewer capacity on Alpine was big enough or if Alpine would need to be torn up. Nate Dickenson, Sandis Civil Engineer, said because of the preliminary nature, one of the first things they did was look at the different utilities and connections. He said obviously a lot of additional information needs to be gathered and more studies need to be done, but on their quick analysis of the impact on the sewer in Alpine Road, it will only use 1.3% of the entire pipe. He said he could not confirm there would be no problem, but said this development will not take up a lot of the sewer capacity.

A member of the audience asked if the public could ask questions. Mayor Wengert said they could take a few questions, but reminded them that this is very preliminary and they may not have the answers.

Mary Hufty, 257 Mapache. Ms. Hufty said she has been very involved in trails for many years. She said there is a fabulous trail along the edge of this property. She said she hopes everyone is aware of this trail and that it is considered in their plan. She said the main problem has been protection of the owners because of possible public access off of Alpine. She said they would also need agreement from the upper people.

John Donahoe, Stanford Real Estate. Mr. Donahoe said the Council just had a very intensive study session on wildfire issues. He said tonight they are only looking at approximately six acres of one part of a 75-acre site. He said as for how they deal with access with regard to trails, fire management, etc., they still need a lot of input through the application process that the Town staff can work with them on. He said sometimes access is a good thing in the right area and sometimes it's not. He said they need to weigh and balance all of those things as they proceed.

Judith Murphy. Ms. Murphy asked why the property on the other side of Alpine Road was not considered. Mr. Donahoe said the property on the other side of Alpine is not within the affiliated housing designation.

With no further questions from Council or the public, Mayor Wengert brought the item back to the Council for discussion.

Mayor Wengert recommended a community outreach meeting to share what is being contemplated at this very preliminary stage so that Stanford can hear the concerns and issues with how they might refine their plan. She suggested directing staff to work with Stanford on some of the more technical zoning and transactional aspects.

Councilmember Richards said it is exciting to see something on paper. He said only using that small corner of the property goes a long way to making it more palatable. He said the possibility of providing low market housing is exciting. He said community outreach is important if the team is at the point where they're comfortable with pushing forward with this type of detail.

Councilmember Hughes said it is great to finally have something to look at and digest and think about. He said it is a very interesting project. He agreed with Mayor Wengert's suggestions for next steps. He said concentrating the project on one corner of the property somewhat mirrors the Ranch, where there is a lot of open space that will remain open space forever, and then some parts where there is housing that is more dense than in other parts of town. He said being able to keep the open space undisturbed is great in this concept. He said considering that all the residences will be part of Portola Valley, the below market rating should be mixed in with the other homes and not create a segregated area.

Councilmember Derwin said in 2015 or 2016 she was part of an enormous San Mateo County task force, "Closing the Jobs to Housing Gap Task Force." She said currently San Mateo County is producing one housing unit for every 17 jobs. She said that task force would meet and listen to speakers and then go back to their tables and answer a facilitator's questions. She said Jean Snyder was at her table and during a break they introduced themselves to each other and she asked Ms. Snyder when they would be building on the Wedge. She said that conversation opened the door. She said it is exhilarating to have a partner willing to come in and build housing for teachers at the most esteemed college in the area. She said providing housing for that faculty and housing for Portola Valley teachers or firefighters is exactly what the Town Council has been trying to achieve for a very long time. She thanked Stanford for bringing this forward and said it will be a gorgeous community established in Portola Valley.

Vice Mayor Aalfs agreed with all the comments so far. He said community outreach is important because people will need to get used to the idea. He said he hoped Stanford would consider making this very sustainable, perhaps even with cutting edge sustainability.

Mayor Wengert echoed all her colleagues' comments. She thanked Stanford for all the great effort they put into the project. She said the possibility of more affordable housing units available to the residents and the people who work in town is very exciting.

(7) Recommendation by Mayor – Amendment No. 3 to the Employment Contract for the Town Manager

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Amendment No. 3 to the Employment Contract for the Town Manager (Resolution No. 2793-2019).

Town Attorney Silver presented the recommendation to adopt the resolution authorizing the mayor to sign Amendment No. 3 to the Town Manager's Employment Agreement, as detailed in the staff report.

The Council complimented Town Manager Dennis on the fantastic job he is doing for the Town.

Town Manager Dennis said it is wonderful to work in such a supportive environment with such engaged community support. He also thanked the staff who do an amazing job.

Mayor Wengert invited public comment. Hearing none, she brought the item back to the Council for a motion.

Vice Mayor Aalfs moved to approve Amendment No. 3 to the Employment Contract for the Town Manager. Seconded by Councilmember Derwin; the motion carried 5-0.

Town Manager Dennis said he has worked here three years and continues to be humbled by the experience the Council has offered him. He said every day he gets to work with talented, caring people who give their all for Town, many of whom drive very long distances and who deserve a lot more money than the Town will ever be able to pay them. He said he is proud to be working with them and having the interactions he has on a daily basis with the residents who care immensely about this community. He said he appreciated the acknowledgement.

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

Councilmember Richards – Attended a Conservation Committee meeting where they heard a presentation from a group from the Ranch regarding Coal Mine Ridge. He said they formed a committee with the intention of drawing more attention to the fact that this is open space and needs to be preserved. They want to change the name to Coal Mine Ridge Nature Preserve. Town Manager Dennis said they

have gone to the Trails Committee to discuss it and there was a special meeting this morning. Town Manager Dennis said there will be some challenges related to this process because there are different viewpoints on the relationship between signage and rural character that need to be worked out. He said there are issues that Ranch residents face as those who frequent the trails or back up against them that are different than other users. He said it will be a process to find solutions to those problems that honor both sides of that. Town Manager Dennis said he only recently learned that when you buy into the Ranch you buy two acres, .5 acre of your own property and 1.5 acres in Coal Mine Ridge. He said he thinks Trails and the Ranch are both committed to the same essential vision of protecting it as a resource. Councilmember Richards said they want to keep dogs and bicycles off of the trails and are providing maps. Councilmember Richards said they also discussed tree review. He said they are concerned that some of those major tree removals are happening without their input. They also discussed their April budget and are producing reports on each open space area.

Councilmember Hughes – Reported on a special Trails Committee meeting this morning where they discussed signage at PV Ranch that will be agendized at their next regular meeting.

Councilmember Derwin – Attended a C/CAG Legislative Committee meeting. Councilmember Derwin was elected chair for one more year. She said they were getting to the end of the informational hearings on the two-year legislation process. She said they supported ACA1, a constitutional amendment that would lower the necessary voter threshold from a two-third super majority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects. They received an update on the US 101 Express Lanes Ad-Hoc Committee. PG&E presented its Community Wildfire Safety Program and discussed how they would turn off power to Tier II and Tier III areas on red flag days that meet five other criteria. She said it will be important to produce maps and get those residents prepared to be without power for two to five days. She attended the Water Committee meeting. She attended a Home 4 All meeting sponsored by C/CAG discussing the CASA Compact. She attended the Joint Ad-Hoc Managed Lanes Committee meeting where they passed the JEPA agreement. She attended a Sustainable Committee meeting where Town Manager Dennis discussed leaf blowers and the American Green Zone Alliance. Town Manager Dennis said he reached out to the American Green Zone Alliance, an organization in Southern California that works with municipalities to green non-vehicle tools. He said they are working together to put on an event in town showing the different leaf blowers. Councilmember Derwin said the Town had been preparing for the hearing of the Office of Ratepayer Advocates, now the Public Advocates Office. Cal Water had advised that the hearing would be held on May 5, but that turned out to be a typo and the hearing was actually on March 5, which Assistant to the Town Manager de Garneau only learned about on the evening of March 5. Town Manager Dennis said it was extremely disappointing but there is a lot more process ahead and the Town is officially a party and there is the opportunity to engage residents in some of the issues. Councilmember Derwin said the Ordinance Subcommittee and the Fire Safe Landscaping subcommittee reported out. She attended the Resource Management and Climate Protection Committee meeting. Councilmember Derwin met with Vice Mayor Aalfs, Town Manager Dennis, and Planning & Building Director Russell to discuss potential expansion of the Housing Element. She also attended the March 25 ASCC meeting. Councilmember Derwin, Vice Mayor Aalfs, and Councilmember Richards, attended the memorial for Bud Eisberg.

Vice Mayor Aalfs – Reported that Peninsula Clean Energy continues to work on reach codes. They held a seminar for building officials and other Town officials last week.

Mayor Wengert – Attended the City Selection Committee meeting held on March 14 to vote for the MTC/ABAG CASA Compact representatives. The elected officers were Cliff Lentz of Brisbane and Donna Colson of Burlingame. She attended a meeting with Town Manager Dennis to discuss the CASA Compact organized by Jerry Hill in Redwood City that included all cities and municipalities in Mr. Hill's District. She also attended a Peninsula Volunteer Meals on Wheels event.

(9) Town Manager Report – Town Manager Dennis reported that all Managers attended a training on the budget modules in Open Gov. New Communications staff member Kari Chinn started last week. Lela

Jue started as part-time aide to the accounting department. He attended a Neighborhood Watch meeting last night.

WRITTEN COMMUNICATIONS

(10) Town Council Digest – March 14, 2019

None.

(11) Town Council Digest – March 21, 2019

None.

ADJOURNMENT [*10:13 p.m.*]

Mayor Wengert adjourned the meeting, in memory of Bud Eisberg and George Comstock.

Mayor

Town Clerk