

PORTOLA VALLEY TOWN COUNCIL SPECIAL TELECONFERENCE MEETING NO. 993, JUNE 24, 2020

CALL TO ORDER AND ROLL CALL

Mayor Aalfs called the Town Council's Special Teleconference meeting to order at 7:00 p.m. Ms. Hanlon called the roll.

Present: Councilmembers Craig Hughes, John Richards, and Ann Wengert; Vice Mayor Maryann Derwin; Mayor Jeff Aalfs

Absent: None

Others: Jeremy Dennis, Town Manager
Brandi de Garreaux, Assistant to the Town Manager
Cara Silver, Town Attorney
Cindy Rodas, Interim Finance Director
Jim Saco, Fiscal Consultant
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Kristi Corley said she would like to see the Zoom meetings posted on the website. Town Manager Dennis shared the Town's YouTube channel and said a link will be provided in the Agenda and Minutes section of the Town's website. He said they hope to have this project completed in the next week or so.

Ms. Corley thanked the Council for their service to the Town. She said it appeared that two seats will be available in the upcoming election. She said in order to be inclusive on the Town Council, new people should be brought in with new ideas, diverse skills, and of various ages. She said there should easily-accessible links to instructions on how to run for Town Council under the Elections tab.

In response to Ms. Corley's question, Mayor Aalfs said there were no term limits as to the number of consecutive terms a Councilmember can serve. Ms. Corley asked if the Council had ever formally considered term limits on the ballot for voter approval. Mayor Aalfs said he didn't think so. Ms. Corley suggested term limits be considered if inclusivity is the goal. Mayor Aalfs pointed out that this topic is on the agenda (Agenda Item #14) and suggested further discussion regarding this matter be conducted at that time.

CONSENT AGENDA

- (1) **Approval of Minutes** – Town Council Special Meeting of June 10, 2020.
- (2) **Approval of Warrant List** – June 24, 2020, in the amount of \$73,453.63.
- (3) **Recommendation by Mayor** – Amendment No. 4 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. 4 to the Employment Contract for the Town Manager (Resolution No. 2823-2020)
- (4) **Recommendation by the Interim Finance Director** – Adoption of a Resolution Authorizing Execution of an Agreement between the Town of Portola Valley and Maze & Associates

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the Fifth Amendment to Agreement for Audit Services Between the Town of Portola Valley and Maze & Associates Accountancy Corporation (Resolution No. 2824-2020)
- (5) **Recommendation by the Interim Finance Director – 2019-'20 Woodside Highlands and Wayside II Road**
 - (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 2019-2020 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2825-2020)
 - (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 2019-2020 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2826-2020)
- (6) **Recommendation by Public Works Director – Adoption of a Resolution Approving Street Sweeping and Litter Clean-Up Services with Clean Street, Inc.**
- (7) **Recommendation by Town Manager and Planning and Building Director – LEAP Grant Application**
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing Application for, and Receipt of, Local Government Planning Support Grant Program Funds (Resolution No. 2827-2020)

Councilmember Hughes moved to approve the Consent Agenda. Seconded by Councilmember Wengert, the motion carried 5-0, by roll call vote.

Ms. Corley said she has a correction to the minutes of May 27, 2020. Town Manager Dennis explained that he has corresponded with Ms. Corley via email over the last week, explaining that the minutes are not verbatim. Mayor Aalfs instructed Ms. Corley to send a letter to the Council detailing her correction which will be included in the Council Digest, which will be part of the public record.

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

(8) Annual Report by the Bicycle, Pedestrian & Traffic Safety Committee

Ed Holland, Chair, presented the Committee's 2019-2020 annual report. He provided the background for the Pedestrian and Traffic Safety Study, the findings of which were approved by the Council in August 2019. The study findings, along with a draft scope for works, was presented to the ASCC in February 2020, where they discussed the design elements, road markings, flashing beacons, and speed feedback signs, with the agreement that safety is the priority. Chair Holland described the collaboration with the Public Works Department and the Town to set up the draft scope, with the emphasis on prioritization of pedestrian facilities, school zones, and crosswalk designs. He described their work on grant applications. He said they have been able to provide a forum for public communication and feedback. He identified the interim and low-cost measures including crosswalk flag equipment, vegetation management for visibility enhancement, and plans to include new design elements in 2020 roadway maintenance projects, which has been postponed due to budget considerations associated with COVID-19. Chair Holland described the Committee's recommendation in support of the C/CAG grant, which was not successful but would

likely have been postponed in 2020 anyway. He said they also supported the private measure to improve Route 35 and have written a draft letter of support to be presented to the Council for review. Chair Holland described their participation in the 2019 Town Picnic, providing valet bike parking, cycling safety and route information, and quiz competition with prizes. For the 2019 Safety Day, the Committee provided cycling and pedestrian safety and safe routes information. He explained that due to the pandemic, they only lost one meeting and have seen a very successful transition to using Zoom for their meeting format with good Committee participation. He thanked Town Clerk Hanlon for supporting and hosting the meetings and helping them run smoothly. He said they are hoping to have someone from the Sheriff's Department attend a teleconference meeting to share the accident report information. Chair Holland acknowledged the service of two Committee members who have withdrawn from the Committee, Diedre McQuillan and Bob Pierce. Chair Holland said that going forward the Committee looks forward to assisting in the prioritization for implementation of safety plan items and outreach, continuing with the monitoring of police reports and parking, and providing schools and safe routes support.

Councilmember Hughes, Bicycle, Pedestrian & Traffic Safety Committee liaison, thanked Chair Holland and the Committee for their service. He said there has been a tremendous amount of work and Committee engagement with the traffic safety report and they have been very helpful to Consultant Paul Krupka and the Department of Public Works.

Mayor Aalfs invited questions from the Council.

Councilmember Wengert suggested the Committee start to think about how to handle the COVID-related changes in the school schedules and working with the Sheriff's office on managing the safety, crossing guards, etc. Councilmember Hughes said he, the Mayor, and the Town Manager meet weekly with two School Board members who have been talking about how their plans are progressing. He said they will bring up this issue at their next meeting and ask that they keep the Town informed about traffic changes so the Committee can work on it. Mayor Aalfs said the School Board's plan for the fall is still uncertain.

With no additional questions from the Council, Mayor Aalfs invited questions from the public.

Betsy Morgenthaler thanked Chair Holland and the Committee for all their hard work. She said she will attend the meeting next week to discuss the change in use of Windy Hill and the overflow parking situation, which is a real problem.

Mayor Aalfs thanked Chair Holland for the report.

(9) Annual Report by the Ad-Hoc Wildfire Preparedness Committee

Committee Chair Michael Tomars presented the Committee's 2020 Annual Report. He pointed out that the new Committee just recently had its one-year anniversary and has done a lot of work over the last year. He said the charter of the Committee was to act in an advisory capacity on a limited duration basis but that limited duration may turn into an ongoing basis. He described the Scope of Review including the primary risks across communication, evacuation, outreach, home hardening, insurance, infrastructure, vegetation management, and defensible space; the current risk mitigation measures for adequacy; the impacts on public lands and private property; educational opportunities and incentive programs; and received material input from the multiple stakeholders. He described the subcommittee structure and efforts; the final output of the Committee process including 27 recommendations, 25 of which were adopted in 2019; and the proposed next steps, as detailed in the staff report. Chair Tomars said every landowner is the sovereign steward of their land and it is a shared responsibility to mitigate risk. He said the Committee's additional recommendations will focus on being equitable to all and they hope to have crystalized some of their best thoughts around these considerations and be able to offer the Council additional recommendations and suggestions for consideration. Chair Tomars thanked the Committee members for their commitment to the process and for improving the Town.

Town Manager Dennis said a meeting has recently been scheduled for the Wildfire Committee to meet late next month. He said the Committee will be reviewing the Zonehaven evacuation tool.

Vice-Mayor Derwin asked about the Wildfire Protection Plan. Chair Tomars said some time ago a plan was put in place by the Town of Hillsborough which basically creates a blueprint for how a Town would respond to a wildfire. He said it would be a good idea to go through the exercise of trying to understand what the components are and what they need to be thinking about. He said the process would obviously get a lot of input from the Woodside Fire Protection District. He said the Committee obviously has a lot on its plate and he is somewhat concerned with bandwidth and overloading members. He's trying to determine what the most important items on the list are that can to be tackled first by this volunteer Committee. He said first and foremost they are trying to address funding because they recognize that they do not have enough resources to address the desired level of vegetation management.

Vice-Mayor Derwin said her insurance was cancelled and it has been a nightmare. She said she has a broker who finally did find her a decent policy but she is still jumping through hoops for it. She said it helped her to talk to another family in town who went through the same thing. She said she will be happy to talk with anyone who has also had their insurance cancelled to help them through the difficult process. Chair Tomars said his policy was not cancelled but was increased by a ridiculous amount. He recognized this will be an ongoing problem. Mayor Aalfs said one of his subcommittees is addressing the issue of working with insurance brokers and carriers to find out what they can do about the issue. He said people should be incentivized by insurance policies to perform preventive measures on their properties. Mayor Aalfs said everyone on this Committee has been very dedicated, energetic, and competent. He said they have been thoughtful about how these things need to be prioritized and have been very helpful partners. Chair Tomars agreed and said the Committee is great at risk identification but the big problem is remediation which is expensive and is why fundraising is at the top of the list. The Council thanked Chair Tomars and the Committee for their great work.

Town Manager Dennis said it has been a delight serving Mr. Tomars in his capacity as Chair and working with him to get the best results out of the Committee. He said to see a new committee go from nothing to recommendations to a Council in about four months is unprecedented. He expressed appreciation for the idea of a quarterly report which will be on the Council agenda at the next meeting. Chair Tomars said he appreciated this opportunity to serve the Town, something he has always wanted to do.

Rita Comes thanked Chair Tomars for his work. She asked how Chair Tomars saw the Zonehaven app being used in conjunction with all the work he's been doing. Chair Tomars said he has limited information about Zonehaven because he just heard about it two days ago. He said he is trying to assimilate and process the data to see how it can work for Portola Valley. Town Manager Dennis said he and the Woodside Town Manager saw a demo of it earlier this year through the Fire Chief. He said its value appears to be in creating zones in town to allow for evacuation in a planned manner in the event of a wildfire. He said he is excited to have it come to the Committee for evaluation to see if it can be of use in Portola Valley. Chair Tomars said it was his understanding that Paradise had a very extensive evacuation plan but things did not go the way they expected. He said there is always the possibility of something that is missed. He said he wants to fully understand how Zonehaven can potentially address the unknowns and has a list of questions for them.

Vice-Mayor Derwin and Councilmember Wengert saw a presentation of Zonehaven at a Council of Cities meeting. Vice-Mayor Derwin said it was her understanding that the value was Zonehaven could do fire modeling so they could look at their computer and accurately predict the neighborhoods that need to be evacuated.

Councilmember Wengert said Zonehaven was originally designed for earthquakes, an event that had already occurred showing blocked roads, etc., and not a rapidly moving event, such as a wildfire. As soon as the Paradise fire occurred, Zonehaven went all out to move their model to a much faster response time with real-time data to allow residents of different areas to see what routes are available and how quickly they need to evacuate. Councilmember Wengert said evacuation routes is not a new exercise for the

Town and the issue may be that they may have roads that will not show up on their model because some of the routes will go through private property and up and over depending on the direction of a fire. She said there is a robust amount of information to be developed relative to Portola Valley's specific situation.

Councilmember Richards said during one of the Emergency Services Council meetings several months ago they saw a Zonehaven presentation. He said one of the main factors that makes them useful is much quicker notification to a targeted area instead of an entire city or county. He said the Woodside Fire is heavily invested in it and will have the ability to add details so that those private drives and exits can become part of the whole process.

Rusty Day, 178 Pinon Drive. Mr. Day thanked Chair Tomars for his service. He said he does not understand why the Town is not starting with the safety plan written in 2010, which laid out a set of priorities for addressing this issue. He said the first priority was to publicize the Moritz map identifying the high fire risk zones, which was never done. He said Fire Marshal Don Bullard did not have a copy of the Moritz map until Mr. Day gave it to him last month. He said in 2010 the Safety Element called out as a high priority the creation of an Emergency Operations Center, evaluation plan, implementation of evacuation plans, and drills on a regular basis, but it is 2020 and this has not yet occurred. He said the priority needs to be stepped up and the Town needs to implement their own safety plan.

Mr. Day said the safety plan needs to be amended with information they've learned about wildfires since 2015 – that it's not just about fuels but also land use, how buildings are sited relative to topography and weather and what kind of exposure and risk that creates. He said an appreciation for contagious risk of wildfire needs to be built back into the land use process. He said it only takes one negligent property owner to set the town ablaze.

Mr. Day said the Woodside Fire Protection District has the power, via the Wildland Interface Ordinance, to abate weeds and pine needle fuels, but does not have the power to order a landowner to abate ladder fuels such as poison oak and coyote brush. He said the ordinance should be amended to give the Fire Protection District the power to order landowners to remove ladder fuels no matter where they are on the property. He said the risk isn't coming from the pine needles and grasses as much as the ladder fuels.

Mr. Day said there are quite a few resources available to homeowners who need fire insurance. He said the insurance industry is driven by reinsurers such as Lloyds and Aon, not individual insurers such as State Farm, which are driving the policies. He said the reinsurers are massively collecting data about the properties that surround your property and assessing your risk based on your neighbors. He said this is a social and collective issue that the Town needs to take much more seriously and urgently and with a much more comprehensive set of ordinances.

Town Manager Dennis said the Woodside Fire Protection District have their own set of authorities and if they don't already have an authority, they can create it themselves and the Town would not need to grant it to them.

Kristi Corley asked why families cannot get into cars and practice driving the evacuation routes. She said she would like to learn all the secretive evacuation routes that she does not know but that the Council and others may know so that she can drive on all of them.

Town Manager Dennis said because of the Town's size there are only a few ways in and out. He said there are a few private landowners the Town has been working with to potentially utilize their roads within their properties, which is an ongoing process. He said that, according to the Safety Plan, as Mr. Day pointed out, the arterials are the evacuation routes – Alpine and Portola Road. He said the other piece worth noting is that the Town has been, in conjunction with the Woodside Fire Protection District, telling people that if there is a wildfire on the horizon, they may leave if they wish. He said if they implement an evacuation planning effort using Zonehaven that might look a little different. He said the Committees will be discussing how to do this in conjunction.

Ms. Corley asked how the app would work if the towers go out due to a fire. Town Manager Dennis said in the event of a major emergency, the SMC alert system will utilize many different types of communication, including reverse 911 on landlines.

Mayor Aalfs thanked Chair Tomars for all of his work on the Committee.

STAFF REPORTS & RECOMMENDATIONS

(10) **Recommendation by Vice Mayor Derwin and Councilmember Richards** – George Floyd Resolution and Update on Subcommittee Work

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Condemning the Murder of George Floyd and an Affirmation of our Commitment to the Respectful Treatment of all Human Beings (Resolution No. 2828-2020)

Councilmember Richards briefly described the background and discussion that resulted in the formation of the Subcommittee, which was tasked with further exploring the Town's role in the ongoing discussion about this issue. Councilmember Richards and Vice-Mayor Derwin presented the proposed resolution and update on the Subcommittee work, as detailed in the staff report. The Subcommittee recommended the Town Council adopt the resolution and accept an update on the subcommittee's work and provide additional guidance as needed.

Vice-Mayor Derwin said she has moved forward on the book idea, consulting with Anne-Marie Despain and her group at the San Mateo County Library, who provided a list of books. Ms. Despain recommended the first book, *Biased*, written by Jennifer L. Eberhardt, who is a Stanford professor. She said Ms. Eberhardt may be available for a Zoom discussion group after reading the book. Other town residents, Felicity Barringer and JoAnn Loulan, also provided books to read, including a book and 28-day course, *me and White Supremacy: How to Recognise Your Privilege, Combat Racism, and Change the World*, by Layla F. Saad. Vice-Mayor Derwin said they are putting a lot of ideas out there and want to hear from colleagues and the town what sounds good.

Councilmember Wengert said the resolution appears to be in draft form and may have a potentially better outcome after it reflects all of the input being sought. She said the key is to engage the community to the maximum degree of interest possible, trying to flush all of that out before finalizing the resolution. She asked what the goals were for having a resolution. She suggested starting with community engagement to determine the hot button issues, which will help create some better-defined objectives because it will be responding to the residents and a lot more input. She said the draft resolution is very comprehensive, but it will benefit from the maximum amount of input and engagement from residents as possible. She suggests it be pushed forward and publicized in all the normal media to seek input.

Vice-Mayor Derwin said they used Palo Alto's resolution as a template. Councilmember Richards said at first when things were becoming focused on this issue, many towns in the area started putting out resolutions, and it seemed like the thing to do, striking while the iron was hot. He said it became quickly clear that it was much bigger than that. He agrees that getting a conversation going at this point is the most important part of getting it out in the community to get to know how the community feels and how they'd like to approach it. He said it is not critical to get a resolution out according to any specific deadline.

Vice-Mayor Derwin said the Town jumped on the bandwagon of creating a resolution but now it is already a bit dated. She said she would be supportive of not even doing a resolution.

Town Manager Dennis said when this first started, he suggested this might be one way to express something from the Council. He said it is not a tool that goes anywhere other than getting something on the record.

Councilmember Hughes said he disagrees and said he is very supportive of a resolution. He said he does not view the resolution as the last step but as the first step. He said it makes a statement that the Town is resolved to take some action on this. He said it is very broad and does not lay out any specifics but is just saying that the Council and Town are resolved to address this issue, and it is important to do that. He was supportive of putting it in the record and formally stating that the Council supports taking action to reflect on and consider what needs to be done to improve the situation and then act on it.

Vice-Mayor Derwin said if the Town chooses to make the resolution, and it is not figured out tonight, it will be a month before this issue is seen again and it will be very late unless the content and tone of the resolution is changed because right now it is reacting to the public murder of George Floyd and in another month that will be dated.

Mayor Aalfs said he was supportive of the resolution because it could be done quickly and is nothing more than setting stakes out, and he is still supportive of a resolution. He agrees that waiting a month will need a very different resolution.

Councilmember Wengert said the Town not doing a resolution should not be interpreted as not supporting all that's going on. She said she is more in favor of a more measured reason and broader approach that reflects not just the Council and staff but reflects more input from the residents. She said this is something that should reflect as broad a part of the community as possible. She said there is a fair amount of detail in this draft resolution, and it will be much better after having the opportunity to solicit input.

Vice-Mayor Derwin said she understood Councilmember Wengert's concern and agreed that community input is important but would not recommend having the community write a resolution. She said it is hard enough to do it with five people, let alone 4,000.

Councilmember Wengert said her point is not so much that it is a bad resolution; she just thinks it could be more considered with more input. She asked what the objective was in writing it. She asked if it was the first step in a process or if the resolution should be done later, as the process has evolved, and there is the ability to construct one that reflects community input.

Councilmember Richards said he agreed with Councilmember Hughes that putting a marker down is important. He also agreed that the resolution itself doesn't carry all that much weight. He said the problem he sees is that it can be read in different ways and can be misinterpreted to some extent, which may occur in any circumstance. He said if it is written as a community, it will be misinterpreted all kinds of ways. He said what comes after the resolution, with the community input, if they can come up with actions or statements is what is important. He said he can go either way with the resolution – adopting the one presented tonight and move forward or scrap it and move ahead to gather public comment.

Councilmember Hughes asked what sections of the resolution were considered to be confusing, overly specific, or could be misinterpreted. He said it seems to be a clear statement and he agrees with every element of it. He said it commits the Town only to "... do everything within our powers to implement measures as needed to eradicate unnecessary deadly force, discrimination and harm; to educate ourselves and our community about implicit bias, white privilege, and inherent racism; and to take a long, hard look at our own policies and ordinances that perpetuate and maintain the racial and economic divide in Portola Valley ..."

Vice-Mayor Derwin said, in response to Councilmember Wengert's question about the objective, that this was in reaction to the George Floyd murder and the aftermath, the very beginning of what is hoped to become a robust and ongoing conversation about race inequity in Portola Valley.

Rita Comes said she is an African-American female raising her daughter in Portola Valley. She said she loves this town and this is long overdue attention. She said she is offended by the statement regarding "mentally challenged people of color" in Item #2. She said this has been played out all across America,

and the allegation of someone perhaps being mentally challenged has been challenged in court several times. She said people from the outside will read this and, if the discussion is about bias, the tone must be discussed. She previously requested if anyone in the Town Committees or staff have had any diversity training. She received a response today that someone did a Webinar. She said she's lived in her skin her entire life. She said attending a webinar on people in Antarctica, and their daily life would not give her a true sense of how their whole life is. She said if the resolution is supposed to speak for the whole town, it appears that the town lives in a bubble with no diversity. She said she loves this town and is part of the Town and is not the only person of color living here. She asked why other voices weren't asked to be part of this. She said, aside from George Floyd, there are a lot of other things going on that should include people in town as part of the conversation. She said there are many people who have lived in town their whole lives that may be property-rich but do not have a million dollars in the bank. She said some rent cottages or live in different situations. She said this resolution paints an unapproachable view of what Portola Valley stands for, and she does not feel that Portola Valley is a racist place with no diversity. She said there should be more voices before something like this is put out to the world, saying this is who we are, and we have to make changes because of how we are.

Judith Murphy said this is a new area for the Council to be getting into and is critically important and long overdue. She said it took a terrible event to light the fire that should have already been burning. She verified with Mayor Aalfs that the Subcommittee consisted only of Councilmember Richards and Vice-Mayor Derwin. She said she did not know about the portal until she saw it in this agenda. She said the Council should not assume they've received community input through that because she tries very hard to stay aware of what's going on in town and knew nothing about it.

Town Manager Dennis explained that the portal will be unveiled live tomorrow, which may have been omitted from the memo. He said it is not yet live but there will be very wide distribution of the website because it is clearly important to the Council to hear from a maximum number of voices.

Ms. Murphy said she thought there should be a resolution just because of the symbolic nature, but that it should not say it's just George Floyd. She said George Floyd was the last straw in a huge pile of horrors that have been happening for generations that we're only increasingly aware about because of people's cell phones. She said it is not accurate to say it was just George Floyd's murder and suddenly everyone is aware and going to take action. She would hope the first line of the resolution is broadened.

Ms. Murphy said she read all the pages of the Sheriff's Office Policy Manual. She said the issue is not so much the letter of the law but the spirit of the law. She said far more than looking into exactly what the rules and regs say; she asked how they were enforced, how they could create a culture that will honor them, make sure these things are really happening, and not just in Portola Valley but also in the poor parts of the County. She said she heard somebody from the black community say all they wanted was to be policed like the rich white suburbs are policed – where the policemen are rarely seen and you call them when you need them and when you call them, they respond and are helpful and polite. Ms. Murphy said she would like to see the focus on this aspect.

Nancy Stork was supportive of passing the resolution tonight as a starting point. She said it's not perfect and complete but she was pleased to see the sentiments it expressed. She said she takes Ms. Comes' comments very seriously. She said she thinks it would behoove the Town and Town Council to move forward with this and follow up with action. She said policing and housing are linked and require attention. She said she hoped the housing issue can also get a lot of attention, particular the way the founding documents and design guidelines are creating a neo-feudalism here, which is the history of land being given over to the mortmain, the dead hand. She said we love the Peninsula Open Space Trust but land is being given to a corporation, which is like the Catholic Church used to have in the middle ages. She said during the French Revolution, the peasants tore down the abbey at Cluny because of the oppressive land policies invested in the Catholic Church. Ms. Stork said if the Town lets something like the land trusts become a corporation with their dead hand strangling the life out of people who need places to live, we will pay the consequences. She said she sees it from that perspective. She said she would be happy to serve if there is a larger committee that would like community input. She said she would appreciate the

resolution passed tonight because there is some urgency. She said she would also like to see things move forward both on the policing front in the larger context and in the Town's land use policies.

With no other public comment, Mayor Aalfs brought the item back to the Council for discussion.

Vice-Mayor Derwin said the statement referenced by Ms. Comes regarding mentally challenged people was referring specifically to three mentally challenged men in 2018 who died by the hands of police who used tasers on them. Vice-Mayor Derwin said all three men had documented serious mental illnesses and one suffered from addiction. Vice-Mayor Derwin said this should be rewritten because it is confusing, and there was never any intent to conflate mentally challenged people with people of color.

Councilmember Wengert asked if the Subcommittee's intent is that if the resolution is passed tonight, they would then move forward to develop a plan based on public input and with a set of clear objectives. Councilmember Richards said they were thinking that once the resolution had passed, it would be set aside and all of their energy would be put into gathering input from the community and then develop objectives. He said they cannot develop any objectives or plan without that information. Vice-Mayor Derwin said they will be talking to the Sheriff along with members of other contract cities. She said they have a list of questions for the Sheriff but also want input from the community. Town Manager Dennis clarified that the portal will be up tomorrow and staff wanted to make sure tonight that they were asking the right questions. Vice-Mayor Derwin said there are things happening in town by other groups, including a protest every Sunday from 11:00 to 1:00. She said Indivisible has a lot of ideas. She said they see this as a multipronged effort all through town and they are trying to start with a few ideas. Councilmember Wengert agreed and said she would encourage the Subcommittee to think about how they might expand their resources, such as having a bigger community-based group of volunteers helping in these issues as they start to flush out, and help them establish the priorities and objectives for next steps.

Councilmember Richards supported adopting the resolution tonight. He said it has engendered some conversation which is what they want to do.

Betsy Morgenthaler thanked the Subcommittee and Council for spending so much time on an issue that is of such heightened importance and is happy to see the Town seize the moment. She said Ms. Comes and Ms. Murphy brought forth the majority of points she would have made. She cited the following sentence which she does not think is clear or accurate: "... to take a long, hard look at our own policies and ordinances that perpetuate and maintain the racial and economic divide in Portola Valley ...". She agrees that the Town wants "to take a long, hard look" but does not think the Town purposely has "policies and ordinances that perpetuate and maintain the racial and economic divide in Portola Valley." She said as these are discussed there likely will be differences of opinion about what those policies and ordinances were trying to accomplish. She suggested eliminating "maintain the racial and economic divide." She said the CC&Rs in the 40s did purposely do that and she'd hate to muddy that water.

Vice-Mayor Derwin said the Town's housing policies and zoning ordinances perpetuate and maintain an economic divide in Portola Valley. She said it is spelled out very clearly in the book *The Color of Law*. She said she is not in favor of removing that sentence. She would consider removing "racial divide" but there is definitely an economic divide. She said our City Manager cannot afford to buy a house in Portola Valley. She said this is clearly a select group of humans, largely due to the Town's housing and zoning ordinances.

Councilmember Hughes expressed appreciation to Ms. Morgenthaler's point and also thought it was a strong statement. He said he does, however, agree with Vice-Mayor Derwin. He said the resolution does not say that the purpose or motivation behind the policies or ordinances is to perpetuate and maintain the racial and economic divide, but there are many policies and ordinances that effectively do just that. He said that statement is about looking at those ordinances and policies. He said he does not think there is anything explicitly racially or economically divisive in Portola Valley policies or ordinances but there is a

lot that has that unintentional effect. He said the intent of the resolution is to make sure the Town takes a long, hard look at those. Mayor Aalfs agreed and said there will be disagreement about the intent.

Kristy Corley expressed respect for Ms. Comes' comments and her feelings around how the resolution was written and the wording. She said including Ms. Comes and others is very important. She said she thinks the Town can get to the correct wording with resident comments and group comments and writing things on the board. She said there might be a Zoom meeting. Ms. Corley shared that UCSF is offering a 10-week, every-Friday diversity class for all of their employees. She said her daughter took it and got a lot out of it. She said maybe the whole community is interested in taking something like in a Zoom setting, to learn a lot more about how we can do better to be inclusive.

Rusty Day thanked Ms. Morgenthaler for her comments. He reiterated and emphasized that he does not think a stronger case has been made than the cases made by both Ms. Comes and Ms. Murphy about what it is that this resolution is attempting to confront. He said when two Councilmembers have already concluded that the effect of the Town's General Plan and Ordinances is to perpetuate and maintain economic exclusion and racial exclusion in town, there is already an apparent bias in the Town Council with their minds made up. Mr. Day said the resolution does not say "whether" the Town Ordinances and General Plan maintain and perpetuate, it's saying that they do. He said the Subcommittee has already reached their conclusion. Mr. Day said this circumstance reveals the systematic bias and racism in society in that the Town has convened a Subcommittee of two white Councilmembers who have served on the Council for 10 years to look at it. He said that Ms. Comes and Ms. Murphy have asked that this be opened up and to consider the possibility that maybe things are a little bit different than how the Subcommittee members see them. He suggested that perhaps they do not see what's going on in the world and perhaps need to reach out and make an effort to go beyond their attitudes and bias and judgment and listen to the opinion of others in town, especially others of different racial, ethnic, and economic backgrounds, who have not been on the Town Council for 10 years.

Mary Hufty said the idea of having this discussion is important and appreciated. She said it definitely does not put the Town in the best light to copy a Palo Alto statement and apply it to this Town's situation. She said associating mental illness with racial crimes is completely inappropriate. She said she could not possibly support moving ahead with the document as currently written. She said the fact that the Council is resisting that shows a lack of ability to look at and accept the diverse opinions in the community. She said it has been her honor to live in a very diverse community. She said she doesn't know where the Councilmembers live, but she has an Indian family and Chinese family on either side of her and a black family a few houses down. She said she lives in a very diverse community and is sorry that others don't experience this community's racial and economic diversity, particularly racially. She said the Council needs to really look at that and reach out to the diversity in their communities and get them on their committees, get term limits on the Council, bring in some leadership that does represent the people who live here, and make some changes that allow a representative situation. She said she hears Ms. Comes' pain and it hurts her and she hears the Council not responding to her and that also hurts her. She said she also hears the pain of the people at the protests. She said people want to be heard and want to have their agenda. She said they don't want to have the Council's agenda or Vice-Mayor Derwin's agenda, but their agenda. Vice-Mayor Derwin objected to Ms. Hufty's personal attack and Mayor Aalfs advised Ms. Hufty to cease personal attacks. Ms. Hufty said it's Vice-Mayor Derwin's right to respond emotionally but to have a personal agenda keep coming to the top and having it raised as her racial position. Mayor Aalfs again advised Ms. Hufty that she was out of line and asked her to finish her comment to the Council. Ms. Hufty said she was done commenting.

Felicity Barringer said all of the comments heard in the last half hour are very important, particularly Ms. Comes' comment. She said if there is a desire to pass this resolution sooner rather than later as a statement of how the Town feels, two or three very small edits should be made. Vice-Mayor Derwin mentioned dealing with the mentally challenged issue. She suggested "the policies and ordinances of the Town may perpetuate..." She said that doesn't say that was the intent but does say it may be the result. She also suggested "with the hope that we may truly welcome more people of different economic and

racial backgrounds.” She suggested that these changes will address the comments about feeling not included.

Councilmember Hughes supported both of those suggested changes as entirely appropriate and reflective of the intent of the resolution.

With no additional public comment, Mayor Aalfs brought the item back to the Council for discussion.

Mayor Aalfs clarified that the language on page 83 was not part of the resolution but was a report from the Subcommittee to the Council about things being looked into. He said he would be happy to amend it but is not something that will become part of the actual resolution.

Councilmember Richards agreed with Ms. Comes’ comment about avoiding language that may portray Portola Valley in a certain manner but also pointed out those things were just part of their discussion and not part of the resolution. He supported the suggested changes to the last paragraph of the resolution.

Mayor Aalfs reiterated that this is the beginning of a process and not the end of it. He said the Council absolutely wants more input from people and welcomes the commenters tonight to join the groups that will be formed. He said this is just the start of figuring out what this will look like and how it will work. He said he is aware the Council is all white. He said none of them consider themselves experts on any of this and want more input. Mayor Aalfs said there was a question brought up about sensitivity training for the Council. He agreed the Council should walk the walk and identify some course, whether it’s a formal course or reading, or a combination that commits them to learning more about it.

Councilmember Hughes moved to approve the resolution editing the line to read: “... and to take a long, hard look at our own policies and ordinances that **may** perpetuate and maintain the racial and economic divide in Portola Valley with the hope that we may truly welcome **more** people of different economic ...” He said he was appreciative of the comment that there is not zero racial or economic diversity in town, but the census data clearly shows the town is nowhere near close to approaching the rest of San Mateo County let alone the State of California or the rest of the country and it is important to recognize that.

Mayor Aalfs supported the changes as recommended by Councilmember Hughes. He invited other comments by the Council.

Councilmember Wengert said she is hesitant because does not want to separate the resolution from the next steps and goals. She agrees the Town does have some antiquated ordinances that clearly need addressing. She supported the edits suggested by Ms. Barringer. Councilmember Wengert wanted to be sure there is clear commitment to develop an interesting set of objectives and goals that will reflect all of the input that will hopefully be received. She said this issue has not been a particularly active issue for this Town but that is the past and the Town is now moving forward and part of the much bigger community that it needs to be. She said she can support the adoption of the resolution tonight, recognizing that resolutions don’t have the teeth that the next very specific objectives, goals, and programs will. She said this will put a lot of work on the shoulders of the Subcommittee and she encouraged them to reach out as much as possible.

Town Manager Dennis said a critical component is hearing from the community. He said, should the Council wish to pass the resolution, the next step will be to have that community engagement, and then there can be a decision. He said there are only 13 members of the public on this call tonight but 4,000 people in town who may have something to say about it. He said there will be a diversity of opinion about what the focus should be. The Subcommittee can go through that and bring it back to the Council. At this point any other particular activities can be on hold as that process moves forward. Town Manager Dennis anticipated hundreds of citizens will want to engage in this issue once they’re aware of an opportunity to do so, which will make a better product for everyone.

Councilmember Hughes agreed. He said there is a lot of information that needs to be collected and he suggests the Subcommittee can continue that data collection, including getting certain basic data from the Sheriff's Department. He said there may also be other information as addressed in the resolution around certain policies and topics that should be brought to the public's attention. He said as part of that outreach effort, the more information and thoughtful help the Town can provide in terms of the desired scope of conversation will be useful. He believes this resolution is the first step and he absolutely wants to see an action plan and a lot more work coming out of this and does not want to hold up a strong statement from the Council pending all that work which will be a long process.

Councilmember Richards agreed with Town Manager Dennis's outline of next steps. He said one of his concerns is that the portal may not be enough and there should be additional venues for people to weigh in.

Councilmember Hughes moved to approve the resolution with the edit as discussed. Seconded by Councilmember Richards; the motion carried 5-0 by roll call vote.

Mayor Aalfs invited questions and comments from the Council regarding the list provided by the Subcommittee in the staff report.

Councilmember Hughes said he read the Sheriff's policy manual and made extensive notes. He said he agrees with the Subcommittee that the policy manual is certainly well-intentioned and well thought through in a number of areas. He said there appeared to be some areas of the policy manual that may not have been updated in decades and are egregiously in need of that. He sent a copy of his comments regarding sets of data that he thought might be useful to obtain from the Sheriff's Office as well as some specific comments on policies that should be discussed with the Sheriff's Office. He will provide his specific list to the Subcommittee for their review and encouraged them to discuss these items with the Sheriff's Department.

Town Manager Dennis shared the list of proposed dialogue questions for the portal. He said the questions are broad and the goal is to bring up issues in a neutral fashion.

Councilmember Wengert said she needs more time to study these very important questions. Mayor Aalfs said these questions do not need to be approved tonight. Councilmember Richards said part of the idea is that people who use the portal to comment will be able to see other comments and comment on those comments so will generate a lot more than just the original questions. Councilmember Hughes suggested that an open-ended question such as "Is there anything else we should be talking about?" may open up the conversation more. He agreed it is important to make sure the dialogue is thorough and said it is also important to start getting input as quickly as possible.

Councilmember Wengert said it will be hugely important to ask people to share their specific instances in which they were either part of or witnessed by people working on their property or in their households. Councilmember Wengert said she will learn as much from stories as from people's answers to these questions. Mayor Aalfs agreed.

Rita Comes said it has been demonstrated how people can be attacked or encouraged in the PV Forum. She asked if there was any way for there to be an outside consultant for people who have private things they want to talk about without providing their name. That moderator or consultant could confirm the residency but then relay that information another way without providing that person's name.

Councilmember Hughes agreed with Councilmember Wengert's suggested additional question. He asked if there was any mechanism for Ms. Comes' suggestion for anonymous contributions. He said he generally appreciates knowing who is speaking but also understands that with sensitive issues such as this, anonymity can be helpful. Town Manager Dennis said it can be done. He said by its nature this is an uncomfortable conversation and being as transparent as people are comfortable with is an important

component of the process. He said they can carve out a section such as providing an email address to submit anonymous comments to be put online anonymously if desired.

Councilmember Wengert said another question on the list could be a solicitation for volunteers to participate in this ongoing discussion and dialogue.

Town Manager Dennis asked if the Council was approving opening up the portal tomorrow or if they wanted to further review the questions and decide at a future meeting.

Mayor Aalfs was supportive of allowing the Subcommittee put this forward.

Councilmember Hughes was supportive of both of Councilmember Wengert's suggestions. He suggested waiting an extra day or so before posting the portal questions to give the Council some time to think of other questions they may want to forward to the Subcommittee. He suggested thinking about whether there are any other broad angles with open-ended questions, perhaps coming from a different direction.

Councilmember Wengert said she was trying to deemphasize the Town and emphasize the residents' input, experiences, concerns, and issues. She said it will then be up to the Council to interpret how the Town might work with those. She was supportive of waiting perhaps a day or two but not longer. She wants the community to know that the Town cares about their concerns and issues.

Town Manager Dennis suggested publishing the portal on Monday after the Council has time to come up with any remaining questions.

Judith Murphy agreed with Ms. Comes that the Town should be sensitive that there are occasional situations where people will want to or need to remain anonymous but that should be considered case-by-case and used carefully because the whole idea of requesting the full name to participate is to create a sensible but accountable conversation. She said in all forums she's ever been on where people can be anonymous there is a lot of sniping and falsehoods and going off track, etc., with people hiding behind their anonymity, which disrupts the conversation and keeps it from being useful. She liked the idea of a mechanism to allow people to be anonymous when they need to be but maintain the general expectation that the Town is speaking to the community and needs to know who is speaking to them.

With regard to the Subcommittee's list, Mayor Aalfs reiterated his suggestion for diversity training. Town Manager Dennis said he is doing some research on training. He said he wants to look at the available resources before making any decisions. He said, from a staff perspective, this is much like sexual harassment prevent training in that it is an ongoing exercise and not just one training session. Councilmember Hughes was supportive of Vice-Mayor Derwin's book club idea. He said he has been trying to study academic research into policies regarding what's effective and what's not, and he will forward relevant information he finds to the Subcommittee.

Town Manager Dennis said the engagement portion of this is envisioned as something incredibly broad where you have speakers, discussions, etc. He said hearing stories from other communities in San Mateo County is invaluable and discussion has begun about ways to engage that kind of thing. He said he gets the sense there is perhaps a desire for a resource page where people can come to find information they're looking for in categories related to these issues. He said the Subcommittee is looking for any and all suggestions and perhaps could consider inviting suggestions for resources from the community.

Town Manager Dennis read into the record a chat comment by Karen Vahtra "Reparations are a societal obligation in a nation where our Constitution sanctions slavery and our Federal and local governments initiated, condoned, and practiced legal racial segregation and discrimination. Portola Valley can give up a percentage of our tax revenues for reparations. The funds can go to another Town or nonprofit or our school district."

Town Manager Dennis relayed Mary Huffty's comment thanking Councilmember Hughes for his comments on the census.

Town Manager Dennis recommended a five-minute break at 9:39 p.m.

(11) **Recommendation by Planning and Building Director** - Approval of Amendment to Agreements for Consultants Kutzmann and Associates for Plan Check Services and CSG Consultants, Inc. for Building Inspection Services.

Town Manager Dennis presented the recommendation from the Planning and Building staff for a very short-term inspection service and plan check service contract with the Town's long-term contractors, Kutzmann and CSG. He said the budget is still a document in process and in flux and these contractors agreed to hold their fees flat at this time until there can be a broader discussion regarding some of their longer-term requests and the state of the Town's budget. This is being done in the spirit of ensuring that during this time the Town does not increase fees on the residents for a variety of services. He said the contracts are for the same level of service at the same prices for three months. Town Manager Dennis said the plan is for staff to have a conversation with the Council in the late-summer through the budget process because both consultants would like to ask the Council to consider some fee increases.

Mayor Aalfs invited questions from the Council. Hearing none, he brought the item back to the Council for discussion.

Councilmember Wengert moved approval for the contract extensions for inspection services and plan check services. Seconded by Councilmember Hughes; the motion carried 5-0 by roll call vote.

PUBLIC HEARING

(12) **PUBLIC HEARING – Adoption of the 2020-21 Fiscal Year Interim Budget**

Town Manager Dennis reviewed the revised PowerPoint presentation of the Proposed 2020-21 Interim Budget, incorporating Council comments received at the June 10 Council meeting, as detailed in the staff report. Town Manager Dennis thanked Councilmember Wengert in particular for her comments and feedback and welcomed any additional suggestions. Staff recommended that the Town Council adopt the interim budget for Fiscal Year 2020-21.

Mayor Aalfs invited questions from the Council.

Councilmember Wengert thanked Fiscal Consultant Saco and Interim Finance Director Rodas for their work. She said there will likely be more tweaking of some of the individual line items. She said there was a lot of discussion about potential capital assets changes as well as restricted versus nonrestricted funds. Councilmember Wengert said she is trying to figure out the difference between fixed assets expense in the General Fund and capital projects because she considers them to be the same thing. She said that needs to be clarified in the budget.

Vice-Mayor Derwin thanked Interim Finance Director Rodas for the spreadsheet of the old versus new budget and said she did understand it.

Mayor Aalfs said he is also comfortable with the new format now. He also thanked Interim Finance Director Rodas for the helpful spreadsheet.

Town Manager Dennis said this is a big deal for staff, something they've talked about for a long time. He said they are very appreciative that the Council is comfortable with the contours of what they've presented and they look forward to continually improving it in a way that it makes sense to the Council and residents. He acknowledged how long it has taken to bring this idea to a reality due to circumstances

that cost lost years. He said they were committed to not letting COVID delay it this time. He expressed huge thanks to Interim Finance Director Rodas and said Fiscal Consultant Jim Saco has been a very valuable member of the team this last year and was enjoyable to work with.

Councilmember Richards said the Facebook tab in front of the righthand column is annoying. Staff will try to get rid of it.

Hearing no additional Council comments, Mayor Aalfs invited public comment. There were none.

Councilmember Wengert moved to adopt the 2020-21 Fiscal Year Interim Budget. Seconded by Councilmember Hughes; the motion carried 5-0, by roll call vote.

(13) Discussion of the Revised County Order and Town Reactivation Issues

Town Manager Dennis invited discussion of the revised County order and Town reactivation issues, as detailed in the staff report. He explained that the County has replaced their own Shelter in Place (SIP) Order with the State's SIP. He said instead of working with the County and their County Counsel interpreting matters related to a County-created document, the cities and towns would now have to work with the State to interpret their SIP. He explained that the State SIP and guidance is not entirely clear. Staff recommended the Council discuss the impact of the recently issued County Order related to COVID-19, as detailed in the staff report.

Town Manager Dennis shared recommendations, which have been vetted through the Subcommittee consisting of Mayor Aalfs and Councilmember Richards. Staff recommends continuing with Zoom meetings instead of in-person meetings. They do not recommend making any changes to rentals of the facilities by residents. He said that although gatherings of a certain size are allowed, they are not comfortable opening the Town's facilities in that way. He said today they had conversations with the instructors and leagues, which is where it becomes complicated. He said there are opportunities in the State SIP order for children to get together, which does not help the leagues in any real way. He said sports are still essentially off the table. He said the discussions today with the league representatives, the Parks and Rec Chair, and Councilmember Wengert resulted in the reluctant agreement that there wasn't really an opportunity to do anything here that could provide opportunities for playing sports. He said there is a desire in the community to open up the tennis courts for tennis and/or pickleball. This will not be possible because in order to adhere to the SIP Order, it must be managed by the operators and the Town does not have the capacity to provide that level of management. He said depending on the instructors, there are discussions about some classes that may be possible. He noted that there was reluctance by many of the instructors to even entertain moving to in-person classes. He said, unfortunately, the State trendlines are moving in an alarming negative direction. Assistant to the Town Manager de Garneau clarified that any youth activities, whether they are sports or classes, must be held in a day camp format with basically a cohort of 12 children who agree to only participate in that activity and with the instructor only teaching those children and keeping the group together at least three weeks.

Town Manager Dennis said staff has been working within their own cohorts in the building over the last two weeks. He said there is a significant amount of activity being observed at Town Center, some of which is using social distancing protocols and some is not. He said Portola Valley does not generally provide a lot of enforcement but when he sees things very egregious, he will have a discussion with the offender. However, as the staff present at Town Center is very minimal, they may not be providing the level of enforcement that the community might expect. He said as people keep reinterpreting the orders, activities will occur that are not allowed, which may perpetuate more activity.

Town Manager Dennis said the league partners are very happy to pass along any messages staff provides about the appropriate use of facilities and the SIP orders, upon the Council's permission. He suggested signage may also be appropriate as uses increase.

Assistant to the Town Manager de Garneau said because the County rescinded the County's Shelter in Place order but did not indicate that it was being replaced by the State's SIP order, it has created a misconception that the County is no longer under an order which has caused some issues. She said another problem is that the State's order is not widely understood. She pointed out that it needs to be understood that the Town Center space is public and if people are not social distancing and using face coverings, it's difficult to feel comfortable moving about that public space safety.

Town Manager Dennis said staff is still working from home but they can come into the office under their cohort as needed. He pointed out that this also means there are not eyes on the ground every day, except for Public Works, and they cannot do enforcement while they are out performing trails and rights of way work.

Town Manager Dennis said Assistant to the Town Manager de Garneau has become a wealth of information on this issue, having conducted an amazing amount of research, meetings, and discussions.

Mayor Aalfs invited questions from the Council.

Vice-Mayor Derwin asked how it is handled if a contractor needs to talk to someone in the Planning Department or needs to pull a permit. Town Manager Dennis said that is dependent upon the request. He said there are still a few Planning activities that have not been fully restored. He said they are currently beta testing that process. He said there were permits that were put on hold when the doors closed and staff is going back to them now and starting the process, on the first-come-first-served basis. He said this has been working well using remote tools. He said staff has always been available for questions via email and phone but not walk-ins. He said even if they were taking limited appointments, the service available is very limited. He said the computer station is less than 6 feet from Cheyanne Brown, so that will no longer be used. Instead, staff will be doing the research for residents. Town Manager Dennis said staff is not prepared to allow appointments because the building isn't ready and there is actually no compelling reason to do so since staff has been able to remotely provide most, if not all, services that residents need. He said moving forward there may be one or two people there but they will not be required to have someone there every day. He reiterated that there is still considerable risk.

Vice-Mayor Derwin asked if staff was getting complaints from residents about people using the lawn and playing fields for picnics, etc., and not social distancing. Town Manager Dennis said they are not getting regular complaints but he is hearing about it in conversations with residents who have witnessed it.

Town Manager Dennis said he is frustrated having to repeat the same bad news about moving forward and understands that everyone would be delighted to move into a more normal model. He said in his conversations with other cities, the Town is in a pretty good place and is doing a good job of protecting staff and employees. He said there are issues with the campus that will continue to be monitored. Town Manager Dennis has asked Public Works Director Young to have this staff keep a look out as much as possible for those kinds of things.

Kristi Corley said she is in Truckee right now and is noticing cute signs on their walkways that say "Go Big on Distancing" and they depict masks and distances of 6 feet.

Councilmember Hughes said on the County call today they discussed a program with a series of things such as stickers for shop windows reminding people to wash their hands, stay 6 feet apart, and wear a mask.

- (14) **Recommendation by Town Clerk** – Resolution Calling for the holding of the November 3, 2020, General Municipal Election
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Calling and Giving Notice of the Holding of a General Municipal Election to be Held on November 3,

2020, for the Purpose of Electing Two Members to the Town Council (Resolution No. 2830-2020)

Town Clerk Hanlon presented the proposed resolution calling for the November 3, 2020, general presidential election to fill two seats on the Town Council for expiring terms of Mayor Aalfs and Councilmember Wengert. She said the Council must adopt the resolution requesting election services and consolidation from the San Mateo County Board of Supervisors. She noted that the candidate filing period is Monday, July 13, through Friday, August 7, 2020. She said this information will be posted on the website under the Elections Section after being approved by Council. Staff recommended approval of the resolution, as detailed in the staff report.

Councilmember Hughes said that, given the office closure and staff availability during this COVID situation, the filing process usually involves a large binder of paper and having to physically collect signatures from people for a nomination. He asked if there were any variations to that process since one is not legally allowed to collecting signatures right now. He asked if staff had received any guidance from the County about that.

Town Clerk Hanlon said the question did come up at the Clerks meeting. There was one city that was holding a signature gathering, where people could come in to sign, perhaps on a schedule, or it would be announced and they would stand in line, 6 feet apart, instead of going door-to-door for signatures. She said she is working on an electronic candidate packet. She said e-signatures are being accepted and she is working through the process.

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

Kristi Corley said she previously mentioned the lack of term limits for the Town, despite the State and many others cities having term limits. She asked what the Councilmembers thought about this subject.

Town Manager Dennis said it is not appropriate for the Council to opine on this unless it is an agenda item. He suggested that Ms. Corley contact individual Councilmembers through their email if she has questions about their opinions.

Rita Comes asked staff how the new process will be posted. She asked if it would be published in the Palo Alto Daily or the Almanac. She asked if there was a way to let people know that the process has changed so that people who are interested in running for those two positions can figure out what they need to do. She asked if there were other ways people would know about it other than the Town website.

Town Manager Dennis said he and Town Clerk Hanlon have not talked about that yet. He said he would defer to Town Clerk Hanlon as to previous elections and what the Town's roles and responsibilities are around promoting the election.

Town Clerk Hanlon said she would discuss it further with Town Manager Dennis. Still, her initial thought is there will be a notice of election following the adoption of tonight's resolution. Then she will start working on the website with the candidate packet and more information. She said that it could also be published on the homepage under Town News. She said this is just the start but assured that it would be well advertised.

Ms. Comes said she's been communicating with Town Clerk Hanlon about access to certain Town documents. She said she couldn't gain access to the Town Hall offices to review documents, but she might want to look at them before the election. She asked if there was another way she could access the documents. Town Clerk Hanlon said there are quite a few documents, and she did not realize that Ms. Comes wanted them before the election. She was planning to make an appointment with her when they appointments in town hall were allowed. Town Manager Dennis said no appointments would be allowed in the building before July 13. He said they would do everything they can to get her what she needs as

quickly as possible. Ms. Comes said it would be helpful for those documents to be available online for the public, as is the case in other cities and towns.

Kristi Corley requested that the documents be sent electronically since any phone can scan a document quickly.

Councilmember Richards moved to adopt the resolution ordering and calling for an election for the purpose of electing two members to the Portola Valley Town Council on November 3, 2020. Seconded by Vice-Mayor Derwin, the motion carried 5-0, by roll call vote.

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

Councilmember Wengert – Attended the first ASCC Zoom meeting on June 22. She said there was extensive discussion about a modular project that, by definition through State laws and other things, escapes a more extensive environmental review. Planning & Building Director Russell and Assistant Planner Parker did a great job explaining that clearly, all of those requirements had been met with these houses having been approved through the State's environmental reviews. They also reviewed a hardscape/landscape plan in Blue Oaks. Councilmember Wengert also participated in a Parks and Recreation discussion about the new State Orders regarding sheltering in place.

Councilmember Richards – Attended the County Emergency Services Council meeting on June 18, where they discussed the budget revision. He attended a Conservation Committee meeting on June 23, where they discussed invasives up at the Dengler property and a neighboring property and mowing on the trails. He said people were concerned about the increase in bicyclists on the trails that aren't supposed to have bicycles. They also discussed the road remnant, public outreach about the use of rodenticides, and their revised budget.

Councilmember Hughes – Attended the ABAG annual general assembly meeting with 110 attendees that required two rounds of roll-call voting. They approved the budget, which included increases of member dues to ABAG. When MTC absorbed ABAG, there was an agreement whereby the Counties had been absorbing increased fees as things settled out, and this year was the first year the increases were passed to cities. The budget was approved with the commitment from the President and Executive Board that they would look at the budget for areas to trim some of the costs to go against the fee increases, if possible. He said the increase to Portola Valley would only be approximately \$100 in the worst case, so the discussion was if it was symbolically the right time to increase the member dues. He attended the Trails Committee meeting on June 16. They discussed the increased bicyclists on the trails, likely due to a reduction in other venues and opportunities for exercise. There has been erosion from bike tracks in some cases, horse/bicycle encounters, etc. They were hopeful of reopening the short Sequoia trail soon. Town Manager Dennis said he did not expect it to reopen any time soon in an effort to keep the more vulnerable Sequoia community safe.

Vice Mayor Derwin – Attended C/CAG meeting on June 11, where they discussed SB-288, which is a CEQA relief bill for certain transportation projects with greenhouse gas reducing benefits. She said they approved funding for the northern cities portion of the Smart Corridor project and approved the budget for fiscal year 2020-21. She said people from different cities shared what they are doing related to COVID and veered into the reaction to the George Floyd murder, which had just happened. Burlingame closed Burlingame Avenue three days a week for the restaurants; San Carlos is closing streets for retail and restaurants, and Brisbane had a memorial for George Floyd in a park and had circles for social distancing. She said a woman from Colma who had COVID and was hospitalized for two months talked about prepackaged boxes of food being provided to seniors. Vice-Mayor Derwin said there is an opening for the C/CAG Finance Committee. She said the Express Lanes JPA entered into an agreement for the toll system design, adopted their first budget, and elected a new chair and vice chair. She attended a Library JPA meeting on June 15, where they approved the budget and discussed the ERAF issue, which could result in a \$3.6 million loss to the library. They elected a new chair and vice chair. Vice-Mayor

Derwin said Town Attorney Silver had sent a link to a webinar sponsored by the Bay Area Council called "The Power of Hidden Biases and the Impact on the Workforce." She said it was fascinating, and she learned quite a bit about how unconscious bias begins.

Mayor Aalfs – None.

(16) **TOWN MANAGER REPORT** – Town Manager Dennis said the Executive Director of 21 Elements has reported there has been an initial informal look at what the RHNA allocation will be and it is 2.3 times bigger than the last cycle. Instead of 187,000 units, it is now 441,000 units. He said the numbers have not been subdivided into cities at all yet. He said this likely means the Town will be faced with a much larger number, at least twice the 64 currently required. Mayor Aalfs asked when RHNA would be officially allocating the Town's numbers. Town Manager Dennis said the timeline has been revised to as late as early next year, which will be challenging because it will give the Town less time to revise the Housing Element. Councilmember Hughes said this was discussed at the ABAG meeting and, although the final number may not be until next year, there will be various stages of preliminary numbers.

Kristi Corley asked, with regard to ADUs, if the Town is still looking at land in Portola Valley for the teachers and firefighters and, if so, where that land would be. She said the ad hoc committee disappeared and asked how the Town would still be looking into building on the Town's own land. Town Manager Dennis said the ad hoc committee and the Council endorsed the plan to utilize the Town Center as a potential site for some modest housing. Still, there are no other sites that have been officially sanctioned by the Council in that fashion. He said there would be more through the Housing Element, but this is fairly early to start that kind of work.

Ms. Corley asked what is happening with the lot in Blue Oaks that was given to the Town. Town Manager Dennis said the Town does not own that property as it was sold many years ago.

WRITTEN COMMUNICATIONS

(17) **Town Council Digest** – June 12, 2020

#4 and #5 – Letters from residents Kristi Corley and Michealene Risley with a request to post recordings of Town Council, and Commission meetings on the Town's website. Mayor Aalfs said he sent an email response to Ms. Corley that the Town will be posting the meetings on YouTube soon.

(18) **Town Council Digest** – June 19, 2020

#1 - Town Manager Dennis said that Chair Breen ran an excellent meeting, especially for her first Zoom meeting.

#3 – Letters from residents Anu Khatod, Robert Morgan, and Silvia Thompson with a request to post recordings of Town Council, and Commission meetings on the Town's website. Mayor Aalfs said the Town would be posting the meetings on YouTube soon.

ADJOURNMENT [10:55 p.m.]

Mayor Aalfs adjourned the meeting.

Mayor

Town Clerk