

PORTOLA VALLEY TOWN COUNCIL SPECIAL MEETING NO. 1005, FEBRUARY 10, 2021

CALL TO ORDER AND ROLL CALL

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

Present: Councilmembers Jeff Aalfs, John Richards, and Sarah Wernikoff; Mayor Maryann Derwin.

Absent: Vice Mayor Craig Hughes

Others: Jeremy Dennis, Town Manager
Cara Silver, Town Attorney
Laura Russell, Planning & Building Director
Sharon Hanlon, Town Clerk

Attendees: Rita Comes
Kristy Corley
David Cardinal
Christina Corpus
Linda Craig
Rusty Day
Lorrie Duval
Anne Fazioli-Khiari
Carole Goodstein
Jon Goulden
Val Harnish
Ed Holland
Betsy Morgenthaler
John Mumford
Judith Murphy
Liz Nielsen
Nan Shostak
Steve Toben
Andrew Thompson
Bob Turcott
Nan Shostak
Caroline Vertongen
Cindie White

ORAL COMMUNICATIONS

Coralin Feierbach. Ms. Feierbach said she lives in Belmont, California, and is the former Mayor and Councilperson of Belmont. She said City of Torrance Councilmember Mike Griffiths is the Founder of California Cities for Local Control. Mr. Griffiths sent an email to the Council describing the increasing attempts by the California legislature to take away cities' local zoning power. She encouraged the Councilmembers to pay attention to the email and join the many other cities by replying to the email as individual Councilmembers and also pass a resolution stating the Town's strong support for local zoning control.

CONSENT AGENDA

(1) **Approval of Minutes** – Town Council Regular Meeting of January 27, 2021.

- (2) **Approval of Warrant List** – February 10, 2021, in the amount of \$85,233.19.
- (3) **Appointment by Mayor** – Member to the Parks & Recreation Committee
- (4) **Appointment by Mayor** – Members to the Conservation Committee
- (5) **Recommendation by the Conservation Committee** – Request for Committee Charter Change
- (6) **Report by Town Manager** – Annual Automated License Plate Reader System Audit
- (7) **Recommendation by Town Manager** – Committee Handbook Edits, Harassment Policy

Mayor Derwin invited comments from the public.

Rita Comes commented regarding Agenda Item #6. She asked why the Town Manager did not look at the license plate readers report. She said the log shows that someone had logged in with the Town Manager's email.

Kristi Corley said she was late to come to the meeting and would like to make a public comment. Town Attorney Silver said the Mayor may, at her discretion, reopen Oral Communications for Ms. Corley. Ms. Corley said the CZU Fire had another evacuation three weeks ago due to landslides from rains. She asked if the Town has money in the budget for extra fire hydrants and money to implement an extensive updated evacuation plan.

In response to Ms. Comes' question, Town Manager Dennis explain there was a typo on the staff report.

Mayor Derwin invited the Councilmembers to pull items, if desired, from the Consent Agenda for further discussion. Hearing no requests, Mayor Derwin called for a motion.

Councilmember Aalfs moved to approve Consent Agenda. Seconded by Councilmember Wernikoff, the motion carried 4-0, by roll call vote.

REGULAR AGENDA

- (8) **Acceptance of Gift of Spring Down Property**
 - (a) Adoption of a Resolution Approving and Authorizing the Town Manager to Execute a Pledge Agreement for Acquisition of Spring Down Equestrian Center and Endowment (Resolution No. 2843-2021)

Town Manager Dennis said this is a once-in-a-generation discussion and is so rare to having something so incredible to bring to the Council. He said this set of conversations between the Town and Mrs. Goodstein has been going on for some time.

Greg Rubens is an attorney retained by the Town to assist the Town Manager and subcommittee in the negotiation of this pledge agreement regarding these properties. Mr. Rubens described the proposal for Ms. Goodstein to pledge some of the properties that she control, including the equestrian center, to the Town of Portola Valley, along with a significant endowment of \$7 million to help fund acquisition of one of the properties that is held by a trust and also to help support the equestrian center. He said it was Ms. Goodstein's desire to leave something significant to the Town that will preserve some of the Town's heritage and provide for the equestrian lifestyle that she loves so much. He explained that the gift will occur at some time in the future through Ms. Goodstein's estate planning documents. Mr. Rubens explained the pledge agreement, the conditions, and the fiscal impact, as detailed in the staff report. Staff

recommended that the Town Council adopt a resolution approving and authorizing the Town Manager to execute a pledge agreement concerning the gift of real property and the endowment provided therein and of the Spring Down Equestrian Center as provided in the Pledge Agreement.

Mayor Derwin invited questions from the Council. Hearing none, she invited questions from the public.

David Cardinal commented that this gift is amazing and great.

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

Councilmember Richards expressed to Ms. Goodstein the Town's immense gratitude for this amazing offer. He said it is a very valuable Town asset that has been there for a long time. He said both of his children rode horses there and his younger sister rode there even before Ms. Goodstein owned it.

Councilmember Aalfs echoed the thanks to Ms. Goodstein for making this happen and also thanked staff and Council. He thanked Mr. Rubens, Councilmember Richards and Ann Wengert for the work they've done in the past year.

Councilmember Richards moved to Adopt a Resolution Approving and Authorizing the Town Manager to Execute a Pledge Agreement for Acquisition of Spring Down Equestrian Center and Endowment. Seconded by Councilmember Aalfs; the motion carried 4-0, by roll call vote.

Mayor Derwin acknowledged this extraordinary historic gift to the Town. She said in 1992 when she first saw Portola Valley from the back seat of a realtor's car, she was struck not only by the beauty of the Western Hills, the peaceful winding roads lined with oaks, and the flocks of turkeys and families of deer, but also by the trails. She said the realtor told them that the trails were not only for walkers and hikers but also for horses and equestrians and that Portola Valley had a proud history as a horse community. She said just at that moment a horse walked by with a rider and her first impression of this town was this is place for horses. She said the horse as a prominent feature of the town has faded a bit, but thanks to Carol Goodstein's generous gift, the town's historic connection with horses will never be broken and that heritage will not be lost.

Mayor Derwin said that Ann Wengert could not be at the meeting tonight but sent a statement to be read into the record. "Carol, my heartfelt thanks for your incredible generosity and entrusting Spring Down to the Town's future stewardship. Spring Down is an amazing asset to Portola Valley and exemplifies yours and Stan's long-term commitment to the equestrian community and to your beloved community. I am so proud to have worked with you and your team and marvel at your unwavering commitment and incredible generosity. Your legacy will endure and benefit future generations of equestrians and Portola Valley residents."

Town Manager Dennis read Ms. Goodstein's statement provided for the press release: ""My goal for Spring Down has always been to keep horsemanship and connection with horses affordable to everyone. I feel so fortunate to be financially able to make this offer to the Town. Spring Down has been my peaceful paradise in Portola Valley since 1984. It's been a gift to our horses, horse loving community and my entire staff. Our wonderful family atmosphere has helped support mental and physical health for both myself and our many clients. Horses have been my passion since the age of 7. When I'm in their presence they make me smile and I form close bonds with them. To be able to share this gift now and into perpetuity is an incredible dream come true. I have often wondered about what I could do to show my gratitude for all the joy I've had with life in Portola Valley, my horses, the horse community and this beautiful town. Now you have my answer, it's Spring Down. I give enormous credit to my husband Stan as without his support and assistance from the beginning until he passed in 2016 I never would have been able to accomplish this gift. I thank him in my prayers daily."

Town Manager Dennis thanked Ms. Goodstein on behalf of the Town staff and expressed their appreciation for the trust she has put in them to ensure that Spring Down remains the jewel that it is in perpetuity.

Rusty Day said this is an incredibly generous and inspirational gift. He said for any resident in Town to step forward with gratitude for what the Town has provided in terms of inspiration, serenity, conservation, and quality of life, and to return this kind of gift to the Town and all the current and future residents of the town is just remarkable. He said we are all humbled and should all be deeply gracious and thankful to have among our residents someone with such generosity and foresight, not just Mrs. Goodstein but obviously her husband, Stan, too. He said for her to recognize his inspiration in leading her to his gift, even long after his death, is a very inspirational and amazingly moving story.

Betsy Morgenthaler joined all the voices in unreserved and unbounded enthusiasm. She thanked Mrs. Goodstein and said this might be the one thing that can get her back on a horse. She said Ms. Goodstein will be with us always wherever she is.

(9) **Report by Town Manager and Planning and Building Director – Regional Housing Needs Allocation Update**

Town Manager Dennis said this is the Town's second report on RHNA and said there will be more in the coming months.

Planning & Building Director Russell shared the background information on the RHNA process, the overall Housing Element process with FAQs, the updated RHNA allocation, methodology, grant funding for Housing Element activities, and next steps, as detailed in the staff report.

Mayor Derwin asked if it would be considered an unforeseen circumstance if the fire map comes back showing all of Portola Valley in a high fire danger risk category. Planning & Building Director Russell said ABAG will put out guidance materials on how to submit appeals. She said once those materials are out, that will be a good time for staff to check directly with them about that. Town Manager Dennis said staff will be coming back to the Council asking for direction but staff's perspective would be a significant change as it relates to the way at least one arm of the state is looking at Portola Valley and there would need to be further conversations around what that means as it relates to the draft allocation. He said unfortunately staff has been expecting the fire map update for almost a year and they have no idea when it will arrive.

Mayor Derwin invited questions from Council.

Councilmember Aalfs said ABAG's response to the Town's letter mentioned a County designation of a WUI. He asked if someone could explain that process. Planning & Building Director Russell said she found that section of the letter to be confusing. She said she read it as designations within the unincorporated areas of the County that were looked at differently. She said she did not think they meant that there is a County process to apply a WUI someplace other than in the County. Councilmember Aalfs said it did not seem a place could simply call themselves a WUI and sidestep any the requirements.

With no other questions from the Commissioners, Mayor Derwin invited public comments.

Kristi Corley said these RHNA allocation numbers are confusing to residents. She asked if there is a way to help residents better understand them, perhaps directing them to a video or a website or a document. She said she understands that this document will end up in the minutes but her concern is that Portola Valley residents be educated as to what RHNA means. She said in the future, the residents may be interested in SB-9 and SB-10. She said she attended a Los Altos Council meeting where they had put together an ad hoc committee of the Councilmembers that were going to report back to the residents,

which she thought was an interesting way to do it. She said it looks like it is being done here with Town Manager Dennis' reporting and Planning & Building Director Russell's reporting but there is so much more to learn about how these allocations come about and the eight-year session that goes from 2023 through 2031, eight years building 253 homes. She said there is an evacuation and fire risk issue around building and these things go together.

Mayor Derwin said it is a great idea to educate the residents about RHNA and the Town can do a lot more to explain to people about this mysterious process.

Andrew Thompson commented about the Town waiting for some indeterminate time for someone to provide a fire risk map. He said it would seem appropriate for the Town itself and its own Fire Marshal to do that on its own. He said he is extremely concerned about fire risk in town. He said they've lived on Westridge for nearly 30 years and it occurred to them that they may be the only residents who regularly clear their ladder fuels and maintain their property so they don't have the kind of fire risk they see all around them. He said he runs the Shady Trail daily, which is stacked with fuel. He said his concern is that the Town isn't taking into its own hands what is an enormously potent fire risk. He said he is grateful to the Town for taking care of much of Westridge and much of the town this year, but it is essential we don't wait for somebody somewhere for some indeterminate time to determine our fire risk. He said the fire risk is massive and it should be the top priority of the Council to address it.

Rusty Day said with regard to the scope of the review the Town Council is undertaking when it considers the RHNA allocation, he is struck by the absence of consideration of the hazards we confront in town. He said a serious question is if the residents that are here are able to evacuate. He said the Town Councilmembers are increasingly beginning to appreciate that we have to evacuate not only Portola Valley but also Los Trancos, Ladera, and parts of Palo Alto through the town's three evacuation routes. He said there is not the time nor bandwidth to get everybody out. Secondly, he said since 2012 there has been a State mandate requiring that the Town, as of the next Housing Element Amendment, after January 1, 2014, to amend the Safety Element to perform a comprehensive wildfire hazard and risk assessment for the Town. As part of that assessment, the Town has the authority to designate very high fire hazard severity zones in Town. He said the Council has the authority to do that and doesn't have to wait for Cal Fire to do it based on hazard and risk assessment that should be performed under the requirements of State law. He said there should be funding in the budget for a town-wide evacuation drill which is the only way to find out if this town can be evacuated. He said traffic studies, models, and mathematical theoretical assumptions about evacuation can be done but the only real way to find out is to do it in a drill like every elementary school does every year. He said this town sits atop the San Andreas fault and has one of the highest fire severity zones on the Peninsula and that reality needs to be confronted. He said it needs to be demonstrated what it takes to evacuate the town. He said there needs to be a comprehensive wildfire hazard and risk assessment, development of the policies it requires, and implementation and funding the methods and procedures necessary to abate those risks.

David Cardinal said evacuation drills are good but people cannot be forced to comply. He said for those interested, there is a lot of CERPP and CERT information and drills that people can participate in.

Town Attorney Silver responded to Mr. Day's comments regarding the Town's Safety Element. She said the Town's current Safety Element in place was adopted in 2013 in conjunction with some other General Plan updates. Because the Town had a Safety Element already in place, it did not need to adopt another safety element in connection with the last Housing Element. She said with this upcoming Housing Element, there is a requirement to update the Safety Element and, as tonight's staff report has indicated, staff will be working on an updated Safety Element concurrently with the Housing Element. She said the Town of course takes fire safety very seriously and was one of the early adopters of a Safety Element back in 2012/2013 and it will be updated in conjunction with the upcoming Housing Element.

Rusty Day said the Safety Element on the Town's website is dated 2010 not 2013. He said it was not amended in 2013 to address the wildfire risk. He said the provisions of the Government Code specifically require an amendment as of 2014 or later, when the Housing Element is next amended, to specifically address the wildfire hazard and risk. He said the Governor's Office has provided the guidance necessary to satisfy that requirement but the Town's Safety Element does not begin to address those requirements.

Town Manager Dennis said he wants to clarify for the record that Mr. Day is incorrect. Town Manager Dennis read from the guidance Mr. Day referenced: "Safety Elements of local general plans must be revised, upon the next update to the Housing Element." Town Manager Dennis said the Housing Element had been updated in 2014. Town Manager Dennis said he is sorry that has been in the record and sorry that it has been disseminated but it is incorrect.

Mayor Derwin suggested that further discussion regarding this specific issue be taken offline with the Town Manager and Town Attorney. Mr. Day said he wanted to resolve it right now. He said the Housing Element on the website is dated January 14, 2015, and there was no amendment of the Safety Element after 2010. Mayor Derwin said Mr. Day's comments are noted and will be further reviewed.

Councilmember Richards said the Portola Valley is not quite as isolated as some may think. He said he has been attending the Emergency Services Council in the County for the last 12 years and every five years there is a new hazard mitigation plan put out that covers every city in the County, including Portola Valley. The San Mateo County Hazard Mitigation Plan is posted on the County website. He said San Mateo County is fortunate to have one of the most integrated and well-established mutual aid systems in the United States and are a model for many other counties in the country. He said the Council is not closing their eyes to the dangers in town, they realize they are real, and they have a lot of help.

Mayor Derwin said both of these issues will be revisited in the coming months.

(10) **STUDY SESSION** – Town Council Meeting Minutes

Town Manager Dennis described the background regarding the preparation of Town Council, Planning Commission, and ASCC meetings minutes. He said the meetings are not transcribed verbatim but are prepared as a detailed summary of the meetings. Staff has recently received notice that the Town's long-time transcription service is retiring and staff has been exploring the various options to replace the service, as detailed in the staff report. Town Manager Dennis reported that after the preparation of the staff report, Town Clerk Hanlon did find a legal transcription service that is available. Staff requested that the Council provide guidance and feedback on the next steps and recommended the establishment of a relationship with the new transcription service.

Town Clerk Hanlon said she talked with City of San Mateo today who shared information about a software program used by a few Bay Area cities. She said she is trying to determine if, once in-person meetings are resumed, the public should still be provided with the ability to interact as is done now on Zoom, if the meetings will be videotaped and added to the website, what type of minutes are desired, etc. She said San Mateo is still trying to figure out their system and trying to determine how to bring Zoom into their in-person meetings. She would like feedback from the Council on what kind of minutes the Council wants so that staff can work up some options to bring back to the Council.

Mayor Derwin asked if the question is whether or not to go with the short-term solution of the legal transcription company. Town Manager Dennis said that is staff's recommendation at this time. He said there is no reason for any major changes unless there is direction from the Council to do something different. He said if the Council wishes some sort of management system, one could have a transcription element to it. He said the Planning and Building Department in particular values being able to look at the historical minutes.

Mayor Derwin invited questions from the Council.

Councilmember Wernikoff asked if the proposal is to continue with the transcription of the detailed minutes as they are now, augmented with video and action minutes. Town Manager Dennis strongly recommended that action minutes be included in the future. He said they would be similar to what is already being done with the Council Meeting Summaries. Town Manager Dennis said when in-person meetings are resumed, it may be the decision of the Council that all Councilmembers must be there in person or that some may attend via Zoom or there may be a different software solution. He said the video element will not likely go away and has been an invaluable way to bring more people into the fold, engaging and participating. He said it is a natural progression to move to a model where the video is linked to the agenda in a more explicit fashion instead of someone having to cycle through long meetings to find what they want. He said the caveat to that is when the in-person meetings are resumed, it will have to be considered if it will be done from Zoom meetings on computers or if there will be equipment installed, which will be an expense. He said three or four years ago when they looked into this option, it was mid-five-figure expenditure.

Town Clerk Hanlon said the City of San Mateo right now is trying to figure out how to make this happen. They were considering putting an iPad on a tripod focused on the Council versus having everyone have a computer in front of them to be able to join the Zoom meeting.

Councilmember Aalfs asked regarding the cost of the software San Mateo was experimenting with. Town Clerk Hanlon said it is \$30,000 per year for agenda management, video, and a template for minutes. She said they do get transcription but it does not come out well, with only 60- to 70-percent accuracy. Councilmember Aalfs asked how much the current transcription services costs. Town Clerk Hanlon said approximately \$12,000, maybe a little more.

Town Manager Dennis said Vice-Mayor Hughes has expressed an interest in having a robust management system. Town Manager Dennis said staff is doing whatever possible to avoid any unnecessary software expenditures in the upcoming budget unless there is a provable impact on service delivery and/or reduction of what the staff is spending on administrative functionality that translates into more productivity. Town Manager Dennis said he does not think a \$30,000 system is a good fit and said there are other options at a lower cost. He said software is not costed to small towns but is costed to medium and large cities that do not blink at \$30,000.

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

David Cardinal said, as a journalist, they pay \$1 a minute for verbatim transcripts. He said the minutes that come out of the meetings he's seen are better than that and are annotated. He said it will cost a minimum of \$1 a minute to get a really good transcription.

Nan Shostak expressed appreciation to the staff and Council for the meetings. She said she does not have time to attend all the meetings and depends on really good minutes from the meetings to try to follow what's going on in town. She said the discussion minutes are tremendously helpful to give people who aren't at the meetings an inkling of exactly what the issues really are and peoples' view, which sheds a lot of light and gives a lot of transparency to what's going on in the Council. She said together with the Zoom recordings, she can get a really complete idea into what's happening. She said the other argument for keeping the discussion minutes is that if you have residents who are hearing-challenged, they can read the discussion and get a good idea of what is going on, which they can't get from the video. She is happy that a replacement for the transcription service has been found. She said if the Town goes to an automated computer system with 60 to 70 percent accuracy on the transcription, that is not good enough.

Jon Goulden said he would like to not make the automatic assumption, going forward, that in-person meetings resume. He said there has been more attendance via Zoom. He said he's been in meetings

where they try to have both Zoom and in-person and it does not work well for the remote people. He said he would like to see the option of having the Zoom format be the normal operating mode with in-person meetings being the exception.

Rita Comes. Ms. Comes said as a person with a 10-year-old it is often difficult for parents to come to a 7:00 p.m. meeting. She said a lot of residents in town are sweet 17 and it is hard for them to leave their homes after 7:00 p.m. to drive to the Town Center. She said having the video and the current style of minutes is very nice for those unable to attend, being able to look at the minutes and video to capture whatever was missed in tone and voices and who said what. She thanked Town Manager Dennis and Town Clerk Hanlon for finding someone to continue that process. She said churches and a lot of public spaces are looking into the future on what will be necessary and she is sure there will be more reasonable cost options within the next six months to solve this problem.

Caroline Vertongen agreed that the combination of Zoom recordings and detailed minutes are the perfect solution. She said in October 2015 the importance of minutes was discussed, especially when trying to coordinate with all the committees, which are funded by the residents who spend their time to come up with resolutions.

Kristi Corley said it is true and dear to her heart that the Town does this one right. She said she likes to see her neighbors at the schoolhouse. She said with Zoom the Councilmembers see the residents but the residents only see the Council and staff but not anyone else. They do not know who is attending or how many are attending. She asked that the number of attendees at the Zoom meetings be provided. Town Clerk Hanlon said there were currently 29 participants. Ms. Corley said the more that number can be announced would be wonderful. Ms. Corley was supportive of continuing Zoom but also showing all the neighbors. She would not want to see a Zoom meeting delayed but wants to see it as it happens. She said action minutes only show the action item and how the Council voted and she wants to know the pro and con discussion around the action item. She does not want to eliminate the discussion minutes and have only action minutes, which will not give residents enough information about a topic. Mayor Derwin said there were now 28 participants.

Betsy Morgenthaler. Ms. Morgenthaler highly values the detailed minutes. She said she shows up for many meetings but she is unable to attend some of them and reading through the minutes is far more efficient for her than watching a video. She said from a transparent standpoint, especially as the Town heads into the coming few years with a very substantive agenda and conflicts trade-offs, capturing that territory accurately is critical to good decision making. She said, with regard to accuracy and cost, she will apply for the job in San Mateo for \$30,000 a year with only 60 percent accuracy. She said the Town should aim for at least as high as the COVID vaccine effectiveness.

With no additional public comment, Mayor Derwin brought the item back to the Council.

Councilmember Aalfs said the Town should reach out to the new transcriber to try to continue with the current process. He said the current transcription is a middle-of-the-road between an action agenda and a verbatim transcript. He said at times that has been frustrating because not everyone always likes how a conversation gets paraphrased. He agreed that it is better to capture discussion around items instead of action minutes and it is definitely easier to search.

Councilmember Richards said it makes sense to continue with the current process as much as possible, at the moment. He said it may be good to have action minutes that could be connected to the video so you would not have too much to read but it would take you to the right spot on the video. He said that may not exist yet so will need to evolve.

Councilmember Wernikoff said there appears to be broad support to continue with the detailed minutes and Town Manager Dennis is already doing a more general version of action minutes that can be refined. She was supportive of that.

Mayor Derwin said it appears that the consensus is to keep the process the same for now. There is also support for Town Manager Dennis expanding the Council summary to action minutes. Mayor Derwin asked if the Councilmembers want to direct staff to explore the other options now or wait.

Councilmember Aalfs said he would like to keep an eye on the other options but there is no hurry. He said it would be good if there is an automated service that could produce a good verbatim transcript that could be skimmed or keyword searched, but that is not yet available. He said he would like to explore that option when it's available but, for now, the current process is the best choice.

Councilmember Wernikoff said relative to the other more important work that needs to be done, this should be a lower priority and more of a "nice to have" option.

Councilmember Richards agreed.

Mayor Derwin directed staff to put this on hold right now and move forward with the replacement transcriptionist.

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

Councilmember Richards – Attended Emergency Preparedness Committee meeting where they discussed battery backup and other options. He said the EPC is looking into medical issues and in the process of integrating with CERT. They are working on addressing issues with subcommittee reporting that will satisfy everyone, trying to streamline the meetings better.

Councilmember Aalfs – Attended his first Airport Roundtable meeting in place of Ann Wengert where they discussed reconstituting the subcommittees that do a lot of the actual work. He joined the technical working group, which deals most frequently with landing noise issues. He said there has been controversy regarding whether or not to invite Palo Alto to join the roundtable. He said Cecilia Taylor from Menlo Park brought up inviting Palo Alto which was not popular but he said he voiced that it was a reasonable thing to explore. He attended his first Parks and Recreation meeting where they discussed possible dog park locations, repair/replacement of the skateboard ramp, and the bathroom facilities at Ford Field. He said Peninsula Clean Energy (PCE) is dealing with PG&E exit fees, which PCE credits back to users, that are being elevated by 58% over the next three years. He said their cash position has been built up to \$200 million which will be depleted some through 2023 and they are discussing the impact on their reserves policy, rate policy, programs, etc. He said in 2025 a lot of the exit fee goes away. He said in the long run the PCE is in very good shape but there will be a couple years to look closely at budgets.

Councilmember Wernikoff – None of her assigned committees met. She attended the Bicycle, Pedestrian & Traffic Safety Committee meeting as the alternate, where they reported on bike accidents, red curbing in Willowbrook, no littering signs on Westridge, storm preparation, and an update on the Corte Madera encroachment permit. She said there was a small group of community members that wanted information about that and the PVSD Superintendent held a Zoom call with them which was productive and informative, and provided a forum for an open dialogue.

Mayor Derwin – Attended Library JPA meeting where they discussed their strategic plan which was recommended to be extended to 2025. There was pushback on that recommendation and Mayor Derwin will be on the subcommittee to further research it. She said there was a partnership between the County and Redwood City to operate the Fair Oaks Library and now the Library JPA will take it over. They also

discussed the fiscal year midyear financial report. She attended several City Selection Committee meetings where many elections were held. Mayor Derwin is on a search committee on C/CAG to find a new Executive Director to replace Sandy Wong. Rather than going with a recruiter they will be going with County HR. She said WASC held an emergency preparedness meeting. She attended her Race Forward training and said the trainers were inspiring. She said the League of Women Voters will be holding a series of community meetings regarding climate change. Mayor Derwin held a Coffee with the Mayor this morning where most of the discussion was around wildfire and housing.

(12) **TOWN MANAGER REPORT** – Town Manager Dennis said he also participated in the Coffee with the Mayor this morning, where there were 15 people. He said it is anticipated that the playing fields will be opened in the next couple of weeks. They are working on coming up with an equitable way to ensure that fields are available for all of the different desired uses. He said Senator Josh Becker will be attending the March 10 Council meeting, presenting updates on State activities and taking questions from residents. He said it appears that Nationwide is now issuing non-renewals of fire insurance. He said staff will provide some options. He said Assemblyman Berman and the State Insurance Commissioner's Office want to hear from residents suffering from non-renewals and staff will put out that information. Town Manager Dennis attended the Woodside Highlands Road Maintenance District Residents' Advisory Committee meeting where they appointed a chair and discussed their budget. He said the Town is delighted to bring them into the Town fold and have their work be more publicly accessible and transparent.

Councilmember Wernikoff announced that all of the Sequoia residents have received their second vaccine. She said she will help however she can to advocate for more clarity regarding next steps on their behalf.

WRITTEN COMMUNICATIONS

(13) **Town Council Digest** – January 28, 2021

#5 – Letter to the Town Council from resident Christine Sherry re Housing in Portola Valley. Mayor Derwin said that Ms. Sherry wanted to make sure that all of the Councilmembers and staff read her letter.

(14) **Town Council Digest** – February 4, 2021

None.

ADJOURNMENT [8:47 p.m.]

Mayor Derwin adjourned the meeting.

Mayor

Town Clerk