

**PORTOLA VALLEY TOWN COUNCIL SPECIAL MEETING NO. 1013, May 26, 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 Hughes

Others: Jeremy Dennis, Town Manager  
Brandi de Garmeaux, Assistant to the Town Manager  
Sharon Hanlon, Town Clerk

Attendees:

Betsy Morgenthaler  
Caroline Vertongen  
Rita Comes  
Kristi Corley

**ORAL COMMUNICATIONS**

**PROCLAMATIONS**

- (1) **Welcome Tanya Beat, Director, Commission on the Status of Women, supporting LGBTQ Pride Month, June 2021**

Mayor Derwin explained that Pride Month was created to commemorate the Stonewall Riots in Greenwich Village in June of 1969. This will be the 51<sup>st</sup> Pride Month.

Mayor Derwin read the Proclamation Designating June 2021 as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ).

Mayor Derwin introduced Ms. Beat, Director, San Mateo County LGBTQ Commission. Ms. Beat thanked the Town of Portola Valley for the Proclamation declaring June as Pride Month. She said they join a movement of inclusion and visibility that impacts LGBTQ residents here and throughout the county. Since late March, the Commission has invited other cities in the county to recognize Pride Month in a variety of ways that best fit their communities. All cities have issued and/or have planned an upcoming city council meeting to issue a proclamation for Pride Month in June. As of today, only two cities – Atherton and Burlingame – have declined flying the Pride flag this June. She said during this recovery from a worldwide pandemic, simple local acts of visibility create a deeper sense of connection and inclusion for everyone in the community. She said if residents of Portola Valley are interested in taking part in Pride Month, they are invited to join in a week of virtual events June 6 – 12. The website with registration information is [smcpridecelebration.com](http://smcpridecelebration.com). She said she appreciates the Town flying the Pride flag this month and showing the town's support of inclusion and equity.

Mayor Derwin thanked Ms. Beat and said the Town is proud to fly the flag. She said she is old enough to remember when things were not the way they are today. Pride Month comes on the shoulders of many people who gave their lives so that people who are LGBTQ can live free and honest lives.

- (2) **Welcome Assemblyman Marc Berman**

Mayor Derwin said District 24 covers southern San Mateo County and northern Santa Clara County. Assemblyman Marc Berman was first elected in November 2016, replacing Rich Gordon, who was Town Manager Dennis' boss. Assemblyman Berman chairs the Committee on Elections and Re-Districting, the Select Committee on the Master Plan for Higher Education, and the Select Committee on the Census. He also serves on the Business and Professions, Governmental Organization and Insurance and Transportation Committees. He has one of the highest rates of success in the Legislature, and his bills run the gamut from homelessness, elections, census, education, mental health, sexual assault, firearm safety, consumer protection, deep fakes, housing, and the environment. He was once a councilmember, serving on the Palo Alto City Council. He has a degree in political science from Georgetown and JD from the USC Gould School of Law.

Mayor Derwin took a moment to acknowledge the horrendous mass shooting at the VTA in San Jose in which nine people died, with others injured, leaving many lives that will never be the same. Having worked in the transportation sector in San Mateo County, vice chairing and chairing C/CAG, she has worked with the VTA. She said they are like a family, with the San Mateo County Transportation Authority, C/CAG, the VTA all working together and are currently working on the Express Lanes project in the county, which works seamlessly with the Express Lanes project in Santa Clara County. Mayor Derwin said the tragedy feels very close to home. She said when she was doing her research for Assemblyman Berman, she noticed that he has bills having to do with the governance structure of the VTA. She expressed her sorrow to him that his visit to the Town was on such a sad day.

Assemblyman Berman appreciated the introduction and acknowledgment of the senseless and unnecessary tragedy, which changed and devastated the lives of families forever. He said more must be done around gun safety and gun control in California and in the country. He thanked the Council for the invitation to join the meeting.

Assemblyman Berman said he is in Sacramento during one of the busiest times of the year, with a legislative deadline coming up as well as the budget deadline a few weeks after that. He said the state is moving a very positive direction regarding COVID. San Mateo is in the yellow tier, the least restrictive tier and was one of the first counties to get into that tier. While the case rate hospitalizations and deaths are remarkably low, the vaccine rates in the county are high. Over 80 percent of those over the age of 12 have received at least one shot. The light at the end of the tunnel is getting bigger and bigger. He said, as Governor Newsome announced, the state is going to be reopening on June 15<sup>th</sup>, which will be a huge boon for everyone, especially many small businesses and workers who have been devastated by the pandemic. He is excited to get back to his favorite pre-COVID activities, including a country music concert at Shoreline in late August.

Assemblyman Berman reported that the budget proposal recently released by the Governor, known as the May Revise – a revise of his January proposal – is full of positive news, which could not have been anticipated a year ago. The May revision is \$75 billion above the initial projections and, coupled with \$27 billion in federal stimulus funding, the Governor has been rolling out the \$100 billion California Comeback Plan over the past couple weeks, including \$12 billion in Golden State stimulus checks to middle and lower income households and \$12 billion to address homelessness, which includes \$7 billion over two years to create new housing for homeless Californians through the hotel and motel conversion known as HomeKey. The program has been remarkably successful over the past year, with \$1.7 billion for affordable housing, \$447 million for homelessness on college campuses, which is a huge issue, and \$3.5 billion for rental support and other services to end family homelessness over the next five years. The budget plan has \$7.2 billion to help low-income renters pay back rent and overdue utility bills. Five billion would be for full rent relief and would expand upon the state's current program that offers tenants relief on 80 percent of what they owe. This would require landlords to forgive the remaining debt. Now, they will not have to forgive the remaining debt because it will pay back 100 percent. Two billion dollars would be set aside for utility bill relief, which has been a huge burden for many families; \$5.1 billion for drought and water infrastructure which addresses both immediate drought response and long-term water resiliency.

Although the town's area is not yet under a declared drought, he thinks it is only a matter of time. The Governor's declaration now covers 41 counties and 30 percent of the state's population.

He noted one topic that is especially critical in Portola Valley – wildfire prevention investment. He thanked the Town for hosting his Wildfire Prevention Townhall a couple years ago, which is still one of the most-attended events they've had. He said Portola Valley has been a leader in the 24<sup>th</sup> Assembly District and in San Mateo County on wildfire prevention, including an Ad Hoc Wildfire Preparedness Committee in 2019 that has recommended nearly two dozen mitigation measures to the Council that have been adopted, increased home hardening codes that will be passed later this summer, banning various flammable trees and creating and implementing a multi-year program to clear vegetation from the Town's evacuation route roads. This year's state budget makes the largest ever investment in wildfire preparedness - \$2 billion that will be allocated to buying new equipment, hiring more staff, and a large investment in land and forest management. He said last week he spent a day with his predecessor, Rich Gordon, in northern California on a forestry tour and learned about good forest management practices, as part of Mr. Gordon's role leading the California Forestry Association.

Assemblyman Berman shared also about efforts to combat climate change, including a \$3.2 billion package to accelerate California's Zero Emission Vehicle Goals and \$1.3 billion in preparing for extreme heat, sea level rise and fighting for environmental justice. Part of this includes oil well capping and toxic site cleanup and pollution control. He said he is working on a bill which he has received a lot of support for from residents of Portola Valley, a bill to end sale of gas-powered small off-road engines, the most prominent of which are leaf blowers and lawn mowers. This year, these types of engines are said to overtake cars as the leading pollution emitter in the state. His bill, AB-1346, would end the sale of new small off-road engines, while also setting up a rebate program to support those who are purchasing alternatively powered engines, especially for small businesses such as landscaping businesses. There may be a substantial upfront cost, but they will save money in the long term.

He shared about other bills he has introduced this year. AB-37 would require elections officials to mail every active, registered voter a ballot for all future elections to ensure that all California voters can continue to track their vote-by-mail ballot as they move through the mail system and are processed by elections officials. This is a follow-on to two different bills he introduced over the last couple years. One was last year, which, during the pandemic, required that everyone be mailed a ballot. Three years ago, he initiated the "Where's My Ballot?" system, which allows people to follow their ballot as it moves through the process and be sure that it was received and counted.

Another bill he introduced is an online subscription cancellation bill, AB-390. This addresses the scenario familiar to many of signing up for a subscription online and then finding it extremely difficult to cancel. The goal of this consumer-friendly bill is to help remedy this situation. He has introduced a bill this year to create an Office of School-Based Health, which would ensure greater access to healthcare services at schools and draw down more federal funding. Many schools are doing things that qualify for federal reimbursement, but they don't know how, or the process for getting reimbursed is too onerous. The bill proposing a state office would help especially smaller school districts become aware of what they are qualified to receive reimbursement on and how to get it. This was vetoed by the Governor in his first year, but more information has come out that emphasizes how important this is, especially with COVID, so he is confident the Governor will be onboard this year if the bill goes through the Legislature again.

Assemblyman Berman continued that he has had a lot of bills in the higher education space, bills around basic needs, especially for community colleges, helping students who are struggling with homelessness and food insecurity, lack of access to mental health services. His bill, AB-775, would create a basic needs center on every community college campus in California and hire a basic needs coordinator as a one-stop shop for students to be able to go and get help. He was able to get \$30 million in ongoing funding in the budget this year to fund such a service. Other bills involve making it easier to transfer and common course numbering. He has turned his VTA governance reform into a "two-year" period, to allow for more

public and stakeholder engagement, to make sure that VTA is running the best it can and that riders and staff and taxpayers receive the high-quality government oversight that they deserve.

Mayor Derwin invited questions from the Council. She asked when they will see the 2020 Census. Assemblyman Berman said the results are currently four months delayed. California petitioned the federal government to get the raw data early, because they believe they have the ability to put it into an accurate final result, to be able to start redrawing their districts as early as possible. His recollection is that they still won't get the raw data until August. They hope the districts are drawn on at least the state level by either the end of the year to mid-January and that they can keep the primary in early June. The Census Bureau will be releasing data in September. Getting the data as early as possible will help them hopefully keep the primary in early June.

Councilmember Richards asked about efforts by the State to fund wildfire safety and other issues. He remembered in the past few years when there wasn't enough equipment or people and wondered if this has been addressed. Assemblyman Berman said they are trying to address this issue, noting the challenging situation where, if they were to procure as much equipment and hire staff to cover the worst-case scenario, then most years it would be wasted money and manpower. He said there are coordination agreements with other agencies. He said the Governor made some initial announcements a couple months ago to get the process started as quickly as possible. Another challenge has been that California has been down in "prisoner groups," which are low-risk prisoners who participate in fighting fires. Because of COVID, many of these types who would be joining those crews have been released. Overall, though, there has been a huge effort towards increasing staff power and buying equipment.

Councilmember Aalfs asked if there is any interest in the Legislature to take on the water reforms being discussed over the years. Assemblyman Berman said he hopes so, but he is not aware of any conversations happening right now. He said he will talk to colleagues and find out what is being discussed. He said we have to assume this is the new normal, not an aberration, and they will need to get more serious about long-term efforts. Councilmember Aalfs referred to the Hetch Hetchy situation and was just curious if there was discussion on the subject. Assemblyman Berman said he frequently spoke about it in 2016 and then there were huge rains, which pushed it to the back burner, but he acknowledged that it needs to be a constant effort. Mayor Derwin noted that Governor Brown had promoted a campaign in that regard and agreed that they need to stay on it.

Councilmember Wernikoff referenced RHNA and the work starting on the Housing Element Update. She said many people in town are asking if the RHNA numbers and the mandates have teeth. What happens in a community if they do not meet the requirement? Assemblyman Berman said his recollection is that they don't, judging from his experience when he was on the Palo Alto City Council. He said there are efforts to add teeth to the RHNA and Housing Element process and that there are some assembly bills to try to put more pressure on towns and cities to build the housing allocated in their housing element. He said he would argue that presently if there are teeth, they are baby teeth. There may be efforts to streamline development processes for communities that aren't meeting them. Town Manager Dennis added that in a couple areas they have seen changes, including related to the requirement that they must conduct the zoning update at the same time as the RNHA update, and if they don't do that, there will be a requirement placed on the Town for increased density in the town. He said also they noticed that Cupertino had a conversation recently about their ADU ordinance and the HCD sent a letter telling them basically to not do what they were about to do. Assemblyman Berman said he thinks they will probably see a more active HCD. He didn't know if this was coming down from the Governor. He thought he recalled Governor Newsome suing a couple of Southern California cities for being out of compliance with their housing element soon after he came into office in 2019. He had not heard of the conversation in Cupertino but acknowledged that they are sending a signal, adding that Cupertino has been very outspoken in some of their policies and decisions, which may have garnered extra attention to what they do.

Town Manager Dennis commended Assemblyman Berman on his bill related to small engines. He said the Town of Portola Valley put in place a few years back a prohibition related to gas-powered leaf blowers, with an incentive program that dozens of residents took advantage of. He estimated that 35 or so gas-powered leaf blowers were taken off the market. Town Manager Dennis advised Assemblyman Berman that they have prepared a letter to the Governor, Nancy Skinner and Phil Ting relate to the BLF issue. He said it is a complicated issue, but there is an amount of revenue that he expects to be backfilled related to Education Relief Augmentation Funds (ERAF). These funds are distributed throughout all of the cities in San Mateo related to the basic eight school districts. He said they haven't seen those funds come in yet, so anything Assemblyman Berman could do to assist with this would be appreciated. Assemblyman Berman said this is a big issue for San Mateo County as well as Santa Clara County. He said he recently bought an electric leaf blower and found they have a lot of power, are quiet, don't smell and are cost and quality-comparable, especially for residential use. He encouraged everyone to make the investment. He is impressed with the improvements in this technology over the past couple years.

Kristi Corley asked about SB-9, which passed through the Senate, taking every lot in California and splitting it. She is concerned about this because then four units can go one lot. Often developers have the money to tear down a house in the middle of a lot and then put up four units. She asked if it will be developers or homeowners being able to buy those lots. She asked about the infrastructure, as upgrades to water systems, sewer systems, libraries, parking, roads, parks are all needed, and there is no funding for city and town infrastructure. Assemblyman Berman said they've done well at creating jobs, especially in Silicon Valley, and attracting people to the region, but have done a terrible job at building the housing necessary to house all those people that come and work in those companies or restaurants, He said if we don't build more housing here, then all of that housing gets built further away, and those people will likely drive gas-powered cars from those places and create the traffic that many constituents are frustrated by. It is a balance, and he is a big believer in investing in infrastructure, but it's also necessary to build housing for the people who have been attracted to the jobs and that have benefitted local economies.

Ms. Corley remarked that, being in a high fire risk area, the thought of taking 4,000 people and increasing to 8,000 or more is concerning. She also remarked that SamTrans is cutting the town's services, yet the RHNA number is 253, so if the town builds the housing required by RHNA, it will need busses to get the kids to and from school. If Route 85 is cancelled, there will be no buses going to Ormondale, the elementary school, and Corte Madera, the middle school, and only a bus going home from Woodside High, the only high school. Being the smallest town in San Mateo County, they are hoping to keep their bussing when they build affordable housing. Assemblyman Berman said he would definitely help reach out to folks to advocate for Portola Valley keeping its busses, agreeing that it is critical infrastructure for the community. He asked Town Manager Dennis to follow up with his team in this regard.

Mayor Derwin shared what she recently learned about forest schools, stating she has been walking her dogs up the gorgeous Dennis Martin Creek area, and has noticed kids with a teacher hanging out in the creek area, exploring. She inquired about their activities, and they explained that forest schools are outdoor education which tend to be preschools, and there are actually quite a few in the area. They are very common in Europe. They cannot get licensed, because in order to be licensed you have to have an indoor facility that the State can inspect. She said she just wanted to put this on the Assemblyman's radar. She suggested that Assemblyman Quirk could maybe be thinking about doing something like this. It became much more visible during COVID. There is a lot of research available about nature-based education. Assemblyman Berman said he will check in with Dr. Quirk and ask about the subject. He is a believer in the benefits of getting outside and its benefits, especially at a young age.

Mayor Derwin thanked Assemblyman Berman for his visit.

### **CONSENT AGENDA**

(3) **Approval of Minutes** – Action and Detailed Summary for May 12, 2021

- (4) **Approval of Warrant List** – May 26, 2021
- (5) **Recommendation by Town Manager** – Adoption of a Resolution Authorizing the City Manager to Execute an Agreement with the County of San Mateo for Continued Provision of Animal Control Services for a Five-Year Term.
  - (a) Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the Facilitation and Coordination of Animal Control Services Agreement with the County of San Mateo (Resolution No. 2851-2021)
- (6) **Recommendation by Assistant to the Town Manager** – Adoption of a Resolution Allowing a Rate Increase Under the Franchise Agreement with GreenWaste Recovery, Inc.
  - (a) Resolution of the Town Council of the Town of Portola Valley Allowing a Rate Increase Under the Franchise Agreement for Collection of Garbage, Recyclables and Compostable Materials Between the Town of Portola Valley and GreenWaste Recovery, Inc. (Resolution No. 2852-2021)
- (7) **Recommendation by Town Manager and Town Attorney**– Extension of Local Emergency Declaration in Response to Novel Coronavirus (COVID 19)
- (8) **Recommendation by Town Manager** – Adoption of a Resolution Establishing a Permit Review Process for Development Projects Involving Multiple Decision Makers
  - (a) A Resolution of the Town Council of the Town of Portola Valley Adopting a Permit Procedure for Development Projects Involving Review by Multiple Decision Making Bodies (Resolution No. 2853-2021)

Mayor Derwin invited comments from the public on the Consent Agenda. Hearing none, she invited comments from the Council on the Consent Agenda.

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

### **REGULAR AGENDA**

- (9) **Colleagues Memo** – Easing of COVID-19 Restrictions for Town Rentals, Activities and Public Access to Town Hall/Flexible Work Schedule for Staff

Town Manager Dennis led off the discussion describing the two elements to the memo. The Town has been under considerable restrictions on access to Town government facilities such as Town Hall indoor rentals or outdoor rentals. They are anticipating the June 15<sup>th</sup> date announced by the Governor to return to some level of normalcy. The subcommittee thought it was a good time to bring to the Council a draft plan related to opening Town facilities. He described the three-pronged plan as described in the staff report. The recommendation is that outdoor restrictions would be completely lifted. Staff would announce on June 15<sup>th</sup> the availability of Town facilities for rental starting July 12<sup>th</sup>. The staff would also begin offering indoor facility availability for rental, particularly Community Hall. Also, on July 12<sup>th</sup>, the Town Hall would be opened to the public for the first time since late March 2020. He said there are potential elements related to providing the safest environmental possible that may eventually be put into place, such as limiting numbers of people in the front, asking for mask-wearing, et cetera. Cal OSHA will be forwarding guidance in this regard. He said staff has some concerns related to their environment, and if it would contribute to any spread as we move closer to herd immunity in the county.

Town Manager Dennis said that meetings continue to remain remote. This is contingent upon the whether the State can allow the town to do that. They are looking into how to provide a hybrid system for all

meetings – commissions, committees and council – and it is his sense that there will be a hybrid system indefinitely, as it makes it possible for community members to participate in the process without having to drive to Town Hall. Councilmember Richards said it is fairly open and flexible at this point and depending on State guidance, things could open up more quickly or less quickly. Councilmember Aalfs said their first priority was just keeping people safe and making sure everyone, particularly staff, is comfortable coming back to work and that they can take advantage of some of the productivity tools that have been acquired over the course of the lockdown, and actually improve services and give people a much easier and more efficient experience in working with the Town on certain things. People don't need to come down to Town Hall for many of the things they come to do.

Mayor Derwin was curious about the idea of meeting in person for council meetings. She asked if it would be a possibility for certain groups to meet in person and others to remain remote if they preferred to, with in-person meaning hybrid, including a way for people to watch and interact remotely. Councilmember Richards said their feeling was that they would be open and flexible, so depending on peoples' comfort level, they could go either way, depending on how things evolve. Councilmember Aalfs said they initially thought that most committees would stay on Zoom and that maybe a few would decide to go in-person. He said the remote meetings seem to work well for many and is easier than attending in person. Their assumption was that most committees would actually stay remote for the foreseeable future and perhaps talking about the Council coming back in-person in a hybrid setting. He commented that the hybrid model is complicated, and to do it well takes extra equipment that the Town doesn't have right now. It would be hard for all the committees to try to do that, and it would be safer overall for people to remain remote for the time being. Town Manager Dennis added he has communicated with the committee chairs and suggested that if they are wanting to get back together again that some level of continuity across all the committees in the way they are meeting would be a good thing.

Town Attorney Silver advised that the big question will be what happens on June 15<sup>th</sup>, if there is a separate stand-alone Executive Order waiving certain requirements of the Brown Act. If the Governor rescinds that order, then committees would legally have to return back to a public setting. There could be additional accommodations, but there are certain regulations in the Brown Act that would have to be complied with. For instance, the Brown Act generally requires that all remote locations attended by a councilmember or committee member be publicly hosted. There have been some reservations from public officials about having to disclose their residential address. Also, those locations have to be publicly accessible, so do you want people allowed into private homes to comply with the Brown Act? This is one thing that needs to be worked out. She has heard that the Governor was going to provide a 30-day advance notice of the rescission of that order. It is in flux but is certain to have significant impacts on public agencies who have been operating this way for quite some time.

Town Manager Dennis added that it could be that there is a period of time when a hybrid meeting wouldn't be possible. Town Clerk Hanlon is looking into these possibilities. One firm has been doing a lot of work in this regard for cities in the Bay Area. This could be a challenge for the Town in the summer if the Governor gave 30 days and rescinded that, the Town would be only in-person for some period of time. Mayor Derwin observed that if the Governor announced re-opening on June 15<sup>th</sup>, this would not be a 30-day notice, so there's not much Council can do until they know what's happening. Councilmember Aalfs said in their discussions, they have assumed that some form of virtual attendance would be ongoing indefinitely, as it's been so popular.

Mayor Derwin invited questions or comments from the public on this item.

Betsy Morgenthaler said if the Brown Act were rescinded, she imagined there could be consideration of moving to the Community Hall for the greater safety afforded to the Council and any members of the public who might want to attend. She also noted that, while it is radically easier to sit in one's kitchen and dial up, there is for the members of the public an absence of the camaraderie of being together with one another that is difficult to replicate in the Zoom format. If the Brown Act is rescinded and they find

themselves together again, she will applaud it. Councilmember Aalfs clarified he will be happy to have people come back live, as well. He just thinks some people will want the option of participating from elsewhere. Mayor Derwin agreed, commenting that it is strange running a meeting on Zoom.

Town Manager Dennis expressed that, among the things learned over the past 14 or so months, is that there are advantages to providing flexible work schedules to staff. He gave an overview of the recommendations from the subcommittee as listed in the staff report, related to the expansion of online services, thus eliminating the need for some visits to Town Hall. The subcommittee felt online services are more convenient for many residents and is actually what many people generally expect relating to the use of the internet for services across the board and there are also many advantages to staff, as listed in the staff report. He said that all city governments are looking at how to provide a flexible work schedule for staff. They see it as a recruitment tool, a reflection of how busy our lives are and of the ability to provide services in a different way.

Town Manager Dennis said the subcommittee suggests a couple pillars to what a flexible work schedule would look like for staff. He shared the idea of core hours, in which staff is expected to be available, such as 9:30 to 3:30. Outside of the core hours, staff could determine where or how they will work. The second pillar would be working from home up to two days a week. He said as other cities are drafting this, two days appear to be what is becoming standard, as any more than that may cause issues. The second half of the proposal relates to flexible workdays. The Town has staff that could have long commutes. There are also staff with childcare issues. The idea is to provide different times of day to start and stop. There would be pre-selected time slots that would work for most staff members, depending on their needs. The staff report illustrates an example of a potential staff members' chosen work schedule. However, certain job responsibilities may not allow particular job positions to take full advantage of the policy. The subcommittee recommends that staff have the ability to attend night meetings remotely. If staff were working from home, they would be responsible to provide the necessary equipment.

Town Manager Dennis stressed that there must not be any difference in the way service is provided but must be afforded in the same manner which people expect in Portola Valley. He commented that he can have up to 40 meetings a week on his calendar, so when someone comes to Town Hall, they may not be able to meet with him, and this is true for every member of the staff. Sometimes people wait, and sometimes they come back later. Setting up appointments and having office hours is critical, and he doesn't see it as a real change in how they can serve people. He said the subcommittee is looking for an endorsement and some direction related to the core hours, flexible work schedule and working from home proposal.

Another element the subcommittee is introducing is the 9/80 work schedule, which has been very successful for staff, but has meant that staff has to do a large amount of cross-training to make sure the needs are fulfilled on every other Friday. One thing the subcommittee is suggesting is, in lieu of that, having the office closed every other Friday. He says this is occurring in Menlo Park and Palo Alto. Certain staff may decide not to take that day off and to use it as an opportunity to get things done. Councilmember Aalfs shared he has had a hard time with the idea of every other Friday. He agreed that currently there are many occasions when a resident comes in and doesn't get to see someone when they want to. He said there are tools now available to improve services all around. He feels that public adapts to things such as closing Town Hall every other Friday. It will take getting used to but is also a great tool for recruiting and retaining people, since not always possible for the Town to compete pay-wise. He said he feels that the public could get used to the fact that they need to make appointments in general, and it will generally make people happier if they can do something from home as opposed to coming to Town Hall and waiting for an hour or so. He said the subcommittee recognizes this is a big step, but one well worth considering. Councilmember Richards agreed with Councilmember Aalfs' comments. He said the use of more scheduling of appointments is common throughout communities he has worked in. He said not only will it be fairly easily for town people to adjust to, but it will also certainly be an improvement over the last year. He feels the flexibility for staff will makes things work better overall.



Councilmember Wernikoff asked in regard to appointments if there is a distinction between the types of activities that will require an appointment. What will require an appointment and what won't? Town Manager Dennis said they will want people to make an appointment for certain activities, particularly around issues involving land use, the Planning and Building Department. There is a virtual appointment system in place, although it takes longer because of the COVID backlog. He said this is typical of a lot of other cities and works quite well. He thinks a member of the public would rather know when they're going to be served rather than waiting around. Other activities will involve simpler questions of the front desk staff, but there is also an online reservation system for all facilities, payment for business licenses, et cetera, so they would expect people to prefer simply looking at a calendar and using the systems to do that. He said he would encourage people who wish to have a conversation with him to set up a time to do that in lieu of coming in, simply because he is not available much of the time, which is true for much of the management staff. He said this doesn't mean that the public can't come in and ask questions, but rather that they are more likely to get an appropriate answer at an appropriate time by using the systems in lieu of coming in.

Councilmember Wernikoff said it all makes sense, but just working out the details is complex. She said she also worries that if there is a backlog people will have to wait an excessively long time to get an appointment. Town Manager Dennis replied he thinks there are certain things that just need to be done quicker now. Particularly with the land use issue, there has been an increase in the number of projects. He said if he were a contractor, he would want to know that there is an appointment system to come in and do what needs to be done. Specifically, contractors want to come in and submit their plans over the counter sometimes. There already exists a system to do this online that is fairly effective, and it might be best if that was the sole way to do this, because pulling staff away from other responsibilities in that situation simply may not be an option. There are certain methods that they might want to embrace as the sole way of doing a particular thing. They would need to run such things by the subcommittee.

Town Manager Dennis said the question comes down to efficiency for residents, contractors and visitors. The current system is not efficient. Councilmember Richards offered that he has had experiences in multiple ways of handling this situation. There are some hybrid systems where there is perhaps one member of staff available at certain times, certain days, that people can come in to spontaneously ask questions. Other times, they have to make appointments, and this kind of thing can help fill in the blanks for people who don't work well with appointments or have sudden need to talk to someone on staff. These scenarios will be considered. Councilmember Wernikoff acknowledged the benefits of appointments but stressed the fine line of structure that helps efficiency versus structure that creates rigidity, which is probably something that will need to be finessed in the execution.

Councilmember Wernikoff commented about the four options for the flexible workday schedules and wondered if it was perhaps too complex with so many options. She said one of the things the Town is working on is operations, process improvement, project management, et cetera, and when there is a small team composed of everyone working different schedules, how does this effect these goals? She said she is aware that many companies are dealing with the same questions, which starts to feel a little complicated. Town Manager Dennis acknowledged it would be more complicated than now. He emphasized that this is a privilege and not a right, that different departments are different, and how they talk to one another will be different. The managers under the proposed policy would have flexibility to determine what makes sense and would be able to direct the amount of flexibility afforded for each position. One proposal considered among managers would be that each department have its own set schedules based on what works for them. He said they may simply have to go in and try it to see what works, knowing the process will evolve based on the challenges encountered. They do expect fewer visitors to Town Hall since people can now do things differently. He said they may just need to see what people want and expect and adjust to that accordingly. If it doesn't work, then they can come back to the Council and say, "This is what we've learned."

Mayor Derwin asked if the core hours would be when people are in the office and available to talk to humans who might wander in. Town Manager Dennis responded yes, and this will require that for those hours, there will be people available to do that. They will have to look at each person's hours closely to make sure there are people available to the public, as people will have differing flexible hours. But they know from 9:30 to 3:30 there is an expectation that there is a total availability that doesn't need to be managed as much. The 8:00 to 9:30 and 3:30 to 5:00 hours will be when more management is needed related to people who come in. Calling and emails will be the same as it is now. Mayor Derwin interjected that emails need to be answered within 24 hours. In reference to appointments, she understands the efficiency benefit; however, she said she doesn't want to lose the funky, small-town vibe the town has enjoyed for 50-odd years. She referenced that some of the staff missed seeing people, such as CheyAnne, who go in just to chat with her, and she would hate to lose that. Some of the people in town, the staff enjoy seeing and she would hate to trap the staff in nothing but work and appointments and not have some of that free form, small town chit chat. Regarding every other Friday, Mayor Derwin said she would need to ponder. She would like to know how many cities in the county are doing that. She added that the flexible workday schedule is way beyond for her and that if staff can figure it out and explain it to the Council, great. She feels that having up to two days working from home is going to be standard practice, and they will have to pilot the systems and see what works and what doesn't.

Councilmember Wernikoff added she totally understands the goal of it all and appreciates why a lot of it makes sense. She says the proposal presents a lot of options all at the same time. She wondered if there are ways to start with one step and perhaps add on, versus starting with everything. She is concerned that having so many options and variability at the outset could chip away at staff availability. Town Manager Dennis remarked that one thing they were trying to balance was the question of bringing forward all of the ideas at once, or do it over a period of time and potentially run into confusing people during that time. They wouldn't want people to "feel" the change, but people will see changes and that can be confusing. He said there is no desire to change what a lot of people love about working for the Town. He remarked that he and managers have addressed times when chatting goes beyond chatting and becomes less efficient. He thinks they can still have appointments, and when people come in still have great conversations and embrace that part of the customer service that is dear to staff and residents, while still creating efficiencies.

Town Manager Dennis shared that the Council has directed him to look at ways to add staff over time. Revenue will be an issue around this, and when dealing with this much more work with this many people, they need to find ways to address that, and this is one way to bring some certainty around that for staff members. He said it will just be more efficient at times for people to make appointments or come in during office hours. Staff will make it known that there are certain times to come in and ask questions. Members of staff may have office hours when they are available and not working on things that they can't be interrupted with. Councilmember Aalfs said even now, with the counter open, people could come in to the counter and not be served, because there are three other people there talking to staff. People would always have the option of dropping in, but there's never been a guarantee that they would get seen immediately. He said that one thing Town Manager Dennis pointed out to him regarding Fridays is, with the 9/80 for the managers, the "off Friday" doesn't feel like an off Friday, because some people are there and things come up, and managers will get pulled in and doing things on their off Fridays. So, synchronizing the 9/80 gives them a real day off, as opposed to a Friday where they don't know if they're going to start getting phone calls about something happening in the office.

Mayor Derwin invited questions from the public. Hearing none, she brought it back to the Council.

Mayor Derwin asked Town Manager Dennis if he has the information he needs. Manager Dennis replied some further conversation would be helpful. Mayor Derwin said she had no issue with outdoor activities, outdoor rentals, indoor rentals, public access to Town Hall. Councilmember Wernikoff agreed. Town Manager Dennis noted as far as he can tell, Portola Valley is among the earliest cities re-opening their

doors. He is proud of that. Councilmember Wernikoff said given their vaccination rates and zip code it's good that they are on the earlier end of it.

Regarding the flexible work schedule, Mayor Derwin said she has a lot of questions. Councilmember Wernikoff questioned if this is an action item or if this is a brainstorming discussion about what's being considered. Councilmember Aalfs said the flexibility part of the report contains ideas that he and Councilmember Richards got comfortable with over time. They are talking about some significant changes, and they expect it to be iterative and to experiment with things to see if it works or not without feeling the need to dive into all of it at once. He said they eventually became comfortable with the ideas but wanted to run them by the Council and get feedback. Councilmember Richards said his feeling on the flexible work schedule was they are more or less providing a go-ahead to look at these in more detail and figure which ones are going to work. The flex hours have potential for confusion and complexity. His understanding regarding this part is that it's something that Town Manager Dennis and staff would look at in more detail and figure out what would work and what wouldn't to start out with and come up with first steps.

Councilmember Wernikoff expressed that she would defer to Town Manager Dennis on how he wants to run his office, first and foremost. In terms of her feedback, when she looks at it based on just reading the memo, it seems like a lot of variables for a small office to come out of the gate with. The intent is the flexibility and all of the benefits of that, but if she were a manager thinking operationally, she would want to think through how to get to that goal with fewer options, because it will just make the operations more manageable. Town Manager Dennis said that kind of feedback is what they are looking for, whether there are things that staff and the subcommittee should continue to explore. He said that on July 12, when Town Hall opens, the system in place is what people will become used to when they come in, although he recognizes that that might be too quick and not possible. He said he would expect criticism if someone came in and a certain person wasn't in; on the other hand, the person may not be available even if they were in. He feels that if they are able to deliver service to folks in the way that they should expect it and get it, he thinks they're doing okay. He thinks the feedback from a staff perspective is useful, and as they work with the subcommittee, they will just have to try things, not knowing what is going to work best.

Also, in talking with other cities, Town Manager Dennis said all are going through this. There have been draft policies flying around. He said there is actually nothing in the subcommittee recommendations that other cities aren't already considering or trying to figure out how to put in place. For each city it will be some version of this – some days working from home, some version of core hours and some version of flexibility during the day for staff. While it is true that it is easier for larger cities to do this than smaller cities, it is up to the staff and the commissioner to figure out how to do it.

Councilmember Richards asked if by the next meeting Town Manager Dennis will have a tighter idea of how they want to try it out and which elements they would like to start implement. Town Manager Dennis said he would like to meet with the subcommittee on what pieces can be done quickly and what can't be done quickly. The process will be much more complicated for Planning, Building and Code Enforcement Departments than for Finance, Administration or Public Works. Each are going to have a different take. For himself, he understands it might need to be phased in. He said the managers have been thinking about it quite a bit, with positive feedback, so he would love to bring something back on June 9<sup>th</sup>, although he can't promise it, because that is also the budget meeting. He will do his best depending on subcommittee availability to meet.

Mayor Derwin's remarked that Town Manager Dennis has heard the Council's concerns and feedback and that he should now "go out and explore" Town Manager Dennis said, speaking for staff, this is an awkward conversation to have because it can be perceived in unintended ways. They are trying to find balance in how to best serve the community and also keep some level of sanity in their lives and not have them mixed together. He appreciates the openness of the Council to talking about the subject. Mayor Derwin says the Council trusts the staff to figure this out in a way that works for everybody.

(10) **Recommendation by Finance Director** – Not-for-Profit Agency Funding Requests.

Town Manager Dennis said this is an item that Council sees every second meeting in May prior to the budget. It is an opportunity to view the requests that have come in from non-for-profit partners. The list should look very familiar. It's the same partners with one exception. The requests have not fundamentally changed in the last year. The Town did not receive at the time of publication of the staff report a request from Sustainable Silicon Valley for its \$1,000 allotment. He said that came in today, and their recommendation is to include that as part of the recommended allotment. The amount for this year is \$18,084.

Mayor Derwin invited questions or comments from the Council.

Councilmember Wernikoff asked Town Manager Dennis to explain a little more on the background of Grassroots Ecology and why the support would continue but not in this format. Town Manager Dennis described the ongoing relationship with Grassroots Ecology relating to various projects in town. When the Council visited this last year there was a recognition of this, so the Council felt it was sufficient. Grassroots Ecology did not ask for funding this year, so that was what the Council direction was. Councilmember Aalfs said he thinks it's fine, but Sustainable San Mateo County asked for \$5,000, and the recommendation is for \$2,500. He asked if the reason for that is just to be consistent with donations to other groups. Town Manager Dennis replied yes.

Mayor Derwin said that in the future she would like to adjust some of the amounts, so that Housing Leadership Council gets a little more funding, as they do good work. Councilmember Aalfs suggested asking them to ask for more next time. Town Manager Dennis said the Town typically recommends providing what they ask for. Town Manager Dennis asked if the Council is still interested in receiving this particular information related to the budget in this format, at this time, or would there be interest in simply including this in the full budget presentation at the next meeting? Councilmember Aalfs said he thinks it is worth having it separate. Mayor Derwin agreed.

Mayor Derwin invited public comment.

Betsy Morgenthaler thanked Town Manager Dennis for asking the question she was going to ask. She said she doesn't want to meddle with one decision, because it's a decision they are making out of context, but when she looks at her annual giving every year it often has some relationship to how the "boat's floating on the water" that year, so taking this decision outside of the full context of the budget doesn't give the prerogative to make adjustments here and there. She said she would like to ask the Councilmembers to reflect on that question one more time, so that there's a more comprehensive look. She added, in looking at the Woodside Town Council site, she saw their financial management policies and one was that "the Town will incorporate a five-year financial planning model into all of its fiscal and programmatic decisions," which seemed more intelligent to her than looking at just one full year. She said she prefers a broader context, and if not this year, she hopes they might consider it in the future.

Mayor Derwin invited further comments from the public. Hearing none, she brought it back to the Council.

Councilmember Aalfs, in response to Ms. Morgenthaler's comment, said he has looked at so many budgets over the years, he knows where this piece fits into it and has a context there that he's gotten used to. This does become approved as part of the final budget. It's looked at separately, he thinks partly because it's a very small fraction of the budget. He personally wouldn't try to balance the Town budget by taking away \$1,000 from Sustainable Silicon Valley or anyone else. These donations are very small amount and more like value statements, things the Council agrees are important. The amount is important to the organizations, but in terms of the overall budget, it's nominal. He said it's a good question, however. He is drawing on something he's been doing for several years, and he forgets that not everyone sees the Council doing this every year.

Councilmember Richards echoed Councilmember Aalfs' comments. He also feels in a wealthy community like Portola Valley, the small amounts become so much more meaningful for those organizations than they are to the budget, that he thinks it makes sense to not look at them as a make-or-break item on the budget. It's more of a value statement than anything, although he agrees that taking a broad view is important. If worst came to worst, they could revisit it, but he doesn't see that actually happening. He likes the fact that they make this value statement in a separate manner so that it's really public and important.

Mayor Derwin asked Town Manager Dennis if the various non-profits are alerted when the contributions are approved. Town Manager Dennis said they are not formally approved until the budget is approved, and they wouldn't contact the recipients until after the budget is approved.

Councilmember Richards moved to approve funding of not-for-profit agencies in an amount not to exceed \$18,084. Seconded by Councilmember Aalfs, the motion carried, 4-0.

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

Councilmember Wernikoff attended a Cultural Arts Committee meeting where they touched on few things related to the event planned for October 9<sup>th</sup>. There was further discussion about the process to nominate a Poet Laureate, and there was preparation for the Youth Photography Exhibit that took place over the weekend. There were about 10 submissions for that. It was viewable through the windows of Community Hall. She also attended an ASCC meeting, where there was an addition on Golden Oak that was approved and a preliminary review of a remodel and addition on Degas. Commissioner Sill was appointed to the Ad Hoc Housing Committee. Next Tuesday, the Finance Committee will review the budget. There has been good progress towards applications for the Ad Hoc Housing Subcommittee. She also reported that there were informative meetings from the school district about the construction project. She was not able to attend, but she is planning to listen to the recording tomorrow. She asked Town Manager Dennis if he had anything to report on the meeting. He stated there was nothing he felt was noteworthy coming from the discussion. He said for the Ormondale meeting, there were probably about 15 members of the public; for the Corte Madero one there were probably about 20 members of the public in attendance. Councilmember Richards attended the meetings. Straightforward information was shared, very insightful and useful for people who may not have known about the project.

Councilmember Aalfs reported that the Nature and Science Committee met, and they are planning more of their speaker series. They are trying to get Leslie Fields. Dan Quinn has given two talks on local wildflowers and will give more. They have been well-attended, so they will keep pushing forward with those. Two Fridays ago, Sustainable San Mateo County held their annual awards ceremony in which Peninsula Clean Energy gave away their first annual Building Electrification awards. One of the honorable mentions went to Tah Mah Lah, which is Paul Holland and Linda Yates' house on Apache, for an electrification leader. There were several good projects. Councilmember Aalfs was on the awards panel. Sacred Heart won an award for one of its new buildings. Redwood City won an award for a building and design for its new community center, which will be net zero, all-electric, and basically one of their backup community resilience centers for emergency shelter and food facility. He said yesterday, along with Town Manager Dennis and Vice Mayor Hughes, he met with Alpine Inn, talking about their parking lot situation. It was a good conversation, to make sure that Alpine Inn has the spaces they need for the customers and the fields have the spaces they need for regular practices and other users of the field.

Councilmember Richards attended the MROSD Hawthorns webinar along with Town Manager Dennis and Councilmember Wernikoff. He said the biggest takeaway for him was that they are really slow. The timeline that was presented, looking back at when they acquired the property in 2006, and are now just coming to the point of doing the project. It will probably be implemented sometime in 2026. Council has been talking with them ever since they acquired it, regarding making the trail along Alpine Road safer. It seems like a fairly simple thing, since the Town will pay for it. He said they did discuss it, and it is part of the upcoming plan. They are currently in the process of doing a comprehensive use and management plan to get the vision and goals set and create a group of stakeholders from the community, from their

board. There were two board members at this meeting. Once they get that set up it will start to become a little more active and visible, he expects. There were three or four community members who spoke, also talking about trail connections and the rate of progress that they have made. Town Manager Dennis added that he commended them for the level of outreach that they have had with Town staff in the last few years. He mentioned that we were looking for opportunities to bifurcate the placement of the trail along Alpine from the rest of the project. No decision was made at the time. He thought it was important to mention that they needed to do a great job on the outreach, particularly to Portola Valley Ranch and the like.

Councilmember Richards also attended the Conservation Committee meeting, where discussion included primarily updates on open space properties. There was high praise for the quality of Spring Down and the work that's been done out there. They have made it look the best it has looked in a long time. They were ecstatic about the mowing that was done at the Frog Pond. They had a presentation by Patty Duce [phonetic] on the possibility of putting a dog park at Town Center. He said there were not a lot of positives coming from the group. Mayor Derwin said she thought the dog park was looking promising. Councilmember Richards said they had two options – a long stretch along Portola Road, but the Equestrian Committee they said it would be too close to the horse trail. They tried another spot further down into the oak grove almost to the baseball. They were met with complaints there by the Conservation Committee, both at the idea of putting fencing up, since it is in the Scenic Corridor, and they would also have issues with having to smooth out the terrain under the oaks, which is dangerous for the oaks. There is also a demonstration garden of grasses and other impediments there.

Mayor Derwin's report began with the C/CAG Board meeting on May 13th. The fiscal committee process was due the next Friday. They have until June 4<sup>th</sup> to move their bills around and work towards September. The Governor did the May revise, and here was a windfall in revenues, a \$75 billion surplus, and the money will probably go to homelessness, wildfire and drought mitigation, and school re-opening. The climate resiliency bills are probably going to be shelved and instead the money that would have gone for those appropriations will probably come from this windfall. The initial drafted assumptions and input on the C/CAG fiscal year 2021 program budget and member fees – the member fees are not going up this year, but the Finance Committee is going to meet to consider doing an adjustment in the future. They are also considering pre-funding of the unfunded pension liability. There was approval of the reappointment of C/CAG board members, Alicia Aguirre, Diane Papan, and herself to the Express Lanes JPA for an additional two-year term. They talked about the Draft Measure Five-Year Implementation Plan, which is fiscal year 2021-2022 to 2025-2026. This is the \$10 vehicle registration fee that brings \$6.7 billion in annual revenue, in which fifty percent goes to the cities and roads and the other 50 percent goes to countywide transportation programs and water pollution mitigation. The Town receives some of that money. It was decided that the allocations were set in 2010, and it is time to re-examine the allocations. There is a certain amount that goes to senior mobility, stormwater, tech, Smart Corridor and Safe Routes to Schools. There was a closed session in which the search committee brought forward their preferred candidate, and the Board approved the candidate. The Chair is now negotiating with the candidate. Assuming everything goes well, that contract will come back to them in June.

Mayor Derwin continued; Express Lanes met on the 14<sup>th</sup>. There has been at least a year of a firm working on an equity program. The firm is Arup, with Autumn Bernstein. They came up with a recommendation for four components for people who qualify: pre-loaded toll tags, Cash on Clipper, enrolling those qualified in Clipper START and FasTrak and fund local organizations for education and enrollment. The eligibility would be the same as for MTC Clipper, which is income less than 200 percent of the federal poverty level of approximately \$50,000 for a family of four. This is only for San Mateo County residents, and you can do a combination of equity program benefits. Much discussion followed on this. There is \$1 million to put into this program the first year; then \$600,000 annually. A couple members are trying to get the TA to fund more of this. The toll ordinance was discussed, and it was decided to retain the 50 percent discount for clean air vehicles, electric cars. Some wanted to reduce it, but they decided that everyone needed to be in sync. They are going to work with the partners on a step-down plan. It is set to expire in 2021

anyway. That plan will be referenced in the binding resolution in June. The Executive Council report was that, as of June 1<sup>st</sup>, the Board will have been in operation for two years. This is why C/CAG just re-appointed three board members.

Mayor Derwin reported on May 15<sup>th</sup> there was a Communities United rally in Central Park in San Mateo. All cities were encouraged to come. She, Councilmember Aalfs and Councilmember Richards attended. She thought about half of the cities were represented. The program included many notable speakers, and there were also high school students that spoke, dancers, and an MC. It was a nice event and she realized that she had missed a lot of colleagues on other councils. Councilmember Aalfs and Councilmember Richards stated that they enjoyed the event as well.

Mayor Derwin reported on the Library JPA Board meeting on May 17<sup>th</sup>. The phased reopening was discussed. The first two weeks that they were open, they had 9,400 people and great excitement when the doors were opened. The library has not reached maximum capacity at any location yet but will open fully in July. The library will be holding a big summer learning initiative. The Big Lift Summers has been expanded, including \$600,000 in funding. Library Explorers is a developed literacy, math, socioeconomic skills program. Families Create is another 10-week, virtual program. There are partner programs at Parks and Rec Departments for summer opportunities. All in all, the budget is \$892,000. She said it seems very important to do these things now, because children lost so much the past year. There was an introduction to the budget, with information about everything the library has done the past year, including equity training, an equity author series, a collage workshop with Shawn Harris, The Big Lift Summer 2020. They increased the number of Wi-Fi hotspots. They partnered with the Sequoia District Adult School. They did a tech café, one-on-one tech support, with 573 sessions. The staff also worked with the County as contract tracers, meal providers and vaccination site supporters. The North Fair Oaks Library was welcomed into the JPA in March. The Brisbane Library opened on April 22. The digital access was approved. They have been busy. She has enjoyed their virtual events, such as "How to Bring Butterflies and Bees," to Your Garden. They are going to try to continue the virtual events. The budget predicts \$37.1 in revenue and \$40 million in expenditures.

The Sustainability Committee met on May 17<sup>th</sup>. Mayor Derwin said that Ms.de Garreaux reported on the update they are working on to the Green Building Ordinance, which is coming to Portola Valley in June. She talked about SB-1386, which targets commercial edible food. The County is taking the lead on this. It was asked if committee meetings can be recorded. Mayor Derwin asked Town Manager Dennis if a committee can record its meetings. Town Manager Dennis said yes that this is available for any committee that wishes to do it, but right now none do. Mayor Derwin reported that the Smart Water Meters will come out later this year, and the Committee hopes to do outreach to explain to the community what the meters are, the benefits of them and how to use them. The Committee would like to recruit new members. In response to the potential drought, they are thinking of bringing back the Water Subcommittee, and the hope is that they can recruit some new members for that. The Committee will be bringing BAWSCA to a meeting and Cal Water to the July meeting. They also asked if one of the water agencies is going to bring back the Cash for Grass, and she said that yes, Cal Water will be doing that. An idea for an award to replace lawn with drought-tolerant plants was discussed.

She reported on the Mayor-and-Chairs meeting on May 17<sup>th</sup>, which included the Mayor, Planning and Building Director Russell, Chair Ross from the ASCC, and Craig Taylor from the Planning Commission. She said it was an informative and enjoyable meeting. They talked about the project review by multiple decision-making bodies, which was on the Consent Agenda. They gave examples for why this policy makes sense. Utility undergrounding implementation was discussed. The public comment policy was discussed. The Planning Commission and ASCC have a lot more people attending the meetings. Site visits were discussed, as well as project updates. Mayor Derwin recommends having the Mayor-and-Chairs meetings regularly so that she and the Vice Mayor can understand what is going on at the ASCC and Planning Commission, since there are so many projects underway.

Mayor Derwin reported about the project regarding a plan to electrify ten homes in the County. There were 70 to 80 homeowners who submitted. Josie Gaillard from Menlo Park Environmental Quality Commission, Tom Kabat and others had whittled to submissions down to ten good candidates and were asking for feedback to make sure they were hitting all the criteria, including geographic diversity, home vintage, home size diversity, electric panel size diversity, study fit, a bill assistance program. She thought they did a great job.

There was a FSLR meeting on May 24<sup>th</sup> where they talked about their budget, which is small. She said when cities were asked to contribute, she found it interesting the Woodside did not wish to contribute the entire amount, which is not a large amount. In the next year there will be more revenue because they got \$500,000 from the Board of Supervisors for Measure K, but they will have more expenses, because they need to hire a new project manager. There are also increased costs of healthcare, retirement, salary adjustments, but they have stretched their three years of startup funding to 4.5 years and have run out of money. They have a committee working on ideas for a dedicated funding stream. There was discussion of funding sources, hopefully a large sum from the State. They have a series of talks about sea level rise and wildfire. League of Women Voters will host a presentation on Wildfire Risks and Resilience. Mayor Derwin will be on the panel, and Town Manager Dennis will be on the Q&A segment. She said Lisa Gauthier is now working for Silicon Valley Leadership Group and she reminded the group about the Race to Net Zero event coming up. She will forward information in regard to this.

Councilmember Aalfs, Councilmember Richards and the Mayor attended the George Floyd Memorial special event in Triangle Park. She said it was lovely and she would recommend that everyone check this out on Sundays. There are good people working on these conversations. Councilmember Aalfs added they have been doing this for a year. Kim Marinucci Acker, Lucy Neely and JoAnn Loulan have been spearheading it. Johnny Clark has had a presence on the corner. They have had discussions every week and will now do them every month. It has been a good thing to keep in peoples' mind that it is still happening. He and Councilmember Richards thought they did a good job. Councilmember Richards said they have done a great job of keeping it in the public eye for an entire year, and four of those people have applied for the Equity Committee. Mayor Derwin said she doesn't know of any other city or town in the county who has done this consistently. Councilmember Wernikoff asked how the applications are coming for the Equity Committee. Mayor Derwin said very well and are all good applicants.

(12) **TOWN MANAGER REPORT**

Town Manager Dennis reminded all the Emergency Preparedness and Wildfire Preparedness Committees put out a joint message on evacuations with relevant, important information on how the Town would deal with an evacuation related to wildfire. He sent a letter to SamTrans, complimentary to the letter the Portola Valley School District sent, regarding the proposed changes to school busses in town, stating they support the School District's comments and stand by to partner with SamTrans to assist in any of the issues they are dealing with right now.

The Sequoias ran an evacuation drill for their facility last week. He watched some of it, and it was very successful, possibly in part because it was actually slipped out the day before that it was going to happen, so a few residents were packed and ready to go before the event started. Folks took it seriously, and he appreciates that.

He said that he has been engaged in conversations in Sacramento firms to provide the Council with basic information about state bills that affect the Town, the budget, et cetera. This is not a lobbying effort. He plans to bring forward to the Council part of the budget presentation of what he thinks is a very reasonable offer from one of the firms to provide this assistance. He said Sacramento has gotten too complicated for a small staff to manage all the various bills. He and Town Attorney Silver have tried to keep up on as much as they can but having that connection would be helpful. He will make this presentation to the Council next month.

**WRITTEN COMMUNICATIONS**



(13) **Town Council Digest** – May 13, 2021

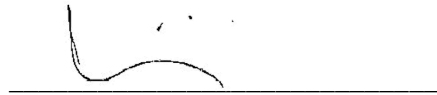
Mayor Derwin is attending number five in person on Friday.

(14) **Town Council Digest** – May 20, 2021

Councilmember Aalfs commented that Terry Nagel's letter regarding the awards was nice.

**ADJOURNMENT** [9:25 p.m.]

Mayor Derwin adjourned the meeting in memory of the nine people who died this morning at the VTA yard in San Jose.



Mayor



Town Clerk