

TOWN COUNCIL MEETING NO. 709, JANUARY 10, 2007

ROLL CALL

Mayor Driscoll called the meeting to order at 8:01 p.m. and led the Pledge of Allegiance. Ms. Howard called the roll:

Present: Councilmembers Davis, Derwin and Toben, and Mayor Driscoll
Absent: Councilmember Merk
Others: Town Administrator Howard, Town Attorney Sloan, Asst. Town Administrator Willis, and Deputy Clerk Hanlon

ORAL COMMUNICATIONS

Mr. Willis introduced the Town's new Recreational Facilities Coordinator, Tony Macias. Council welcomed Mr. Macias.

(1) ASCC COMMISSIONER APPLICANT INTERVIEWS

(a) Jeff Clark

Mr. Clark described his educational background, discussions with former and current ASCC members, and interest in championing the values of the Town. Responding to questions, he discussed: 1) the need for compromise in conflicts; 2) key elements of green design, including footprint reduction, renovation versus teardown, and materials; 3) the role of the ASCC in promoting green design principles; (4) amount of architectural work he does in Portola Valley; and (5) availability.

(b) Alexandra Von Feldt

Ms. Von Feldt described her service to the Town, changes occurring in other communities, and the importance of the ASCC. Responding to questions, she discussed: 1) encouraging green practices by minimizing footprints and landscaping, reducing site changes, and simplifying homes; 2) subjective/advisory role of the ASCC; 3) individual project's impacts on a neighborhood; 4) basements; 5) availability; 6) importance of open space; and 7) the Town's approval process.

(10) Appointment of ASCC Commissioners (Re-ordered from agenda)

Councilmember Davis said the ASCC was a unique organization within the community. In many ways, the job was much more difficult than being on the Council. He expressed appreciation to the applicants. Councilmember Toben moved to appoint Jeff Clark and Alexandra Von Feldt to the ASCC. Councilmember Davis seconded the motion, and it carried 4-0.

(2) Presentation: Community Events Committee on Blues and BBQ

Tony Bray and Diana Raines, Co-chairs of Blues and BBQ, said the revenues from the event were \$99,314.69; expenditures were \$32,553.23 resulting in a net of \$66,761.46. They requested the monies be transferred from the General Fund to the Open Space Acquisition Fund. Mayor Driscoll asked that the co-chairs convey the Council's deep appreciation to the rest of the Committee.

CONSENT AGENDA

By motion of Councilmember Davis, seconded by Councilmember Toben, the items listed below were

approved with the following roll call vote:

Ayes: Councilmembers Davis, Derwin and Toben, and Mayor Driscoll
Noes: None

- (3) Minutes of Town Council Special Meeting on December 13, 2006.
- (4) Warrant List of December 20, 2006, in the amount of \$371,464.41.
- (5) Warrant List of January 10, 2007, in the amount of \$268,184.95.

REGULAR AGENDA

- (6) Approve Plan Check Services for Town Center – Phase 2

Ms. Howard reviewed Mr. Young's memo of 1/3/07 and recommendation to approve an expenditure of up to \$11,000 for plan checking services by Kutzmann and Associates for the Town Center (Phase 2) project. Councilmember Toben moved approval, Councilmember Davis seconded, and the motion carried 4-0.

- (7) Agreement with Gladwell Governmental Services

Mr. Willis reviewed his memo of 1/3/07 and recommendation to retain Gladwell Governmental Services, Inc. to review the Town's records retention schedule. Councilmember Davis noted that this had come up as a separate issue for the Town's digitization of planning documents. Ms. Sloan said it had been 8 years since the Town reviewed its retention schedule. She thought it would be more cost effective to hire a records retention expert to work with the Town than to do the required legal research.

Councilmember Davis moved adoption of Resolution No. 2290-2007 Approving and Authorizing Execution of an Agreement Between the Town and Gladwell Governmental Services, Inc., for records retention schedule review. Councilmember Derwin seconded, and the motion carried 4-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (8) Ad Hoc Trail Use Discussion Group

Councilmember Toben said the Council approved formation of the discussion group at the last meeting. As discussed, this was not a voting body but a discussion group that would explore creative ideas for addressing the interests of different groups in Town. He recommended that all eleven applicants be members of the group. He was in the process of drafting a memo to the group, which would include minutes from the Trails Committee meetings from last spring and the majority and minority reports. Lynne Davis and Denise Gilbert from the Trails Committee would also be participating along with Marge DeStaebler from the Conservation Committee. He was also exploring the possibility of bringing in someone from the Peninsula Conflict Resolution Center to keep a record of the discussion. He said Councilmember Derwin had also offered to participate. Responding to Mayor Driscoll, he said the first meeting was on 1/20/07. There would be three hikes during the next 5 weeks, followed by a second business meeting on 3/3/07.

After discussion, Council agreed not to officially appoint the Trails Committee and Conservation Committee participants to the group. Councilmember Toben noted that with eleven members, 5 could meet to discuss their own constituency groups without violating the Brown Act.

Mayor Driscoll appointed the eleven members shown on the roster dated 1/5/07. By motion and second,

Council concurred.

(9) 2007 Commission and Committee Council Liaisons

Mayor Driscoll discussed the proposed list of 2007 Council liaison appointments. He noted that in some cases he took on responsibilities that were regional or County. Councilmember Toben offered to be the liaison to The Sequoias, noting that the Residents' Council was enthusiastic about formalizing the relationship. Bob Augsburg had offered to be the liaison to the Council.

Responding to Ms. Howard, Councilmember Davis agreed to be the Council representative for the County's subregional housing needs allocation program. After discussion, Ms. Howard said she would incorporate the changes and bring the liaison list back for approval.

(11) Status of Town Center Project

Ms. Howard said the plan checking for phase 2 should be completed in about two week. The plans had also been routed to the Town Geologist, Woodside Fire District, etc., just like any other project. The story poles for the baseball field fencing would go up in mid-February. Responding to Mayor Driscoll, she said the plan with the most/highest fencing would be used. She said Mr. Young was working on a mock-up of some of the lighting. The foundation for the maintenance shed had been poured, and the framing was in process. Almost 75% of the wood that would be used had been removed for milling; the remaining 25% would be taken care of in the next week. Additionally, two of the big gluelams would be sawed in half and the wood used for the counter at the Town Center. Some of the wood from the removed trees would also be used in the library. Responding to Mayor Driscoll, she said almost all of the wood in the new buildings would be recycled wood. Mayor Driscoll said he would like to see some figures on the amount of wood coming from the old buildings. Councilmembers and staff discussed the schedule for demo, grinding, tree removal, etc. Ms. Howard said neighbors had been advised that the grinding would occur in February. As soon as there was a definite date, a second letter would be sent. Responding to Mayor Driscoll, she said the equipment used to grind the concrete was different from equipment used to grind asphalt. The asphalt on the tennis court would be done when the other asphalt was done.

(12) Reports from Commission and Committee Liaisons

(a) ASCC

Councilmember Davis said the ASCC discussed the residence on lots 14 and 18 on Redberry Ridge. Through a dialog with the builders, the plan had been totally revised to address concerns of Ranch residents. He said a potentially contentious situation had turned into a very cooperative design endeavor.

(b) Council of Cities Dinner

Councilmember Derwin described the last meeting which had been held at the Colma Fire House. The revised bi-laws passed unanimously.

(c) Teen Committee Meeting

Councilmember Derwin said the Committee was planning a dance on 1/20/07 at Corte Madera and a ski trip to Sugar Bowl on 3/17/06.

(d) Sheriff's Dept.

Councilmember Derwin said she and Ms. Howard attended the new Sheriff's swearing-in ceremony, which

was a very nice affair.

WRITTEN COMMUNICATIONS

(13) Town Council 12/15/06 Weekly Digest

(a) Bicyclists in Town

Referring to Nancy Baliaetto's e-mail to the Council about the incident when she was hit by a thrown water bottle, Ms. Howard confirmed that the Sheriff had given all of the investigation material to the District Attorney to see if legal action was warranted. Councilmembers discussed bike packs in Town.

(14) Town Council 12/22/06 Weekly Digest

(a) Parking Design at Town Center

Referring to Carol Graham's memo of 12/14/06, Councilmember Toben said he found the suggestions for parking at the new Town Center quite thoughtful. Mayor Driscoll said he would bring the suggestions to the next ADT meeting on Tuesday.

(15) Town Council 1/5/07 Weekly Digest

(a) Town E-mail Performance

Referring to Mr. Willis's memo of 1/4/07, Mayor Driscoll said publishing e-mail addresses on the Town's website opened the door for major spam problems. One option was to ask people to call Town Hall for e-mail addresses. Ms. Howard noted that other municipalities all included e-mail addresses on their websites. She said staff was looking into better spam filters and other providers. Councilmember Toben recommended contacting Corporate West at www.corpwest.com. Councilmembers and staff discussed the current system.

(b) Crime Activity Report

Councilmember Toben asked for information on the "Portola Valley Violators" (p. 6).

(c) Emergency Preparedness Committee Agenda

Referring to the agenda for the EPC meeting on 1/18/07, Councilmember Toben noted that there would be a special emergency preparedness meeting of the Council on 1/31/07. There was nothing on the EPC agenda about preparing an exercise, etc., for the 1/31/07 meeting. Ms. Howard noted that item #7 on the agenda was a follow-up discussion from the 11/29/06 Council meeting.

ADJOURNMENT

The meeting adjourned at 9:10 p.m.

Mayor

Town Clerk