

TOWN COUNCIL MEETING NO. 673, JUNE 8, 2005

ROLL CALL

Mayor Davis called the meeting to order at 8:04 p.m. and led the Pledge of Allegiance. Ms. Howard called the roll:

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

ORAL COMMUNICATIONS

Bill Lane, Westridge, said he was very pleased to learn that the Friends of the Library would be helping with the cost of relocating the library to the interim location. He thanked the Council and School Board for allowing the library to continue. He said the community was changing its thoughts about the new Town Center. A lot of progress had been made, and he credited the Council and staff.

- (1) Presentation: "Maintaining Corte Madera Creek: A Citizens' Guide to Creekside Property Protection" by San Francisquito Creek Joint Powers Authority (SFCJPA), Philip Williams & Associates, and Planning Manager Lambert

Ms. Lambert introduced the report on Corte Madera Creek and thanked the SFCJPA for their continuing efforts to keep the entire watershed working together. She described the report process and introduced the project team: Kevin Murray (SFCJPA); Andrew Collison (Philip Williams & Assoc.), and Jorgen Blomberg (Philip Williams & Assoc.), noting that Max Busnardo from H. T. Harvey & Assoc. could not be present. She said more creek meetings would be held during the year. She said the report would be put on the website and that copies would be available at the Town Center and library.

Kelly Ferguson, Menlo Park Councilmember and JPA Board member, thanked the Town for partnering with the JPA on this great project. She said the JPA looked forward to working with the Town in the years ahead to enhance the environmental values of the watershed. She said the creek demonstrated the fury of Mother Nature from time to time. Addressing the flooding in the creek lessened the millions of dollars in economic damage to the region; the loss of peoples' property also cost an emotional toll. As elected officials, it was important to address both the environmental enhancement and the flood management.

Jorgen Blomberg thanked members of the Council, Planning Commission and technical review committee for their review of the report over the past year; he noted that the document had been 18 months in coming. He discussed: 1) the report/project history; 2) surveys undertaken; 3) study area and reaches; 4) uniqueness of Corte Madera Creek; 5) biological values; 6) goals of the report; 7) physical processes of the watershed; 8) intent of the guidelines; 9) permitting; and 10) accepted methods and applications supported by regulatory agencies in the area.

Andrew Collison discussed: 11) work done in this watershed as well as the Santa Clara Valley Water District's Stewardship Initiative; 12) the unique quality of Corte Madera Creek; 13) changes in the watershed; 14) potential problems; 15) the assessment of conditions; 16) 3 reaches studied and existing conditions; 17) emergency repairs; and 18) anticipatory planning for remediation and bank stabilization. He noted that the base map developed by Cotton Shires had been very valuable.

Referring to the report, Mr. Blomberg reviewed each of the report's sections as set forth in the Table of Contents. He discussed the creek walks and participants, property owners' concerns, enthusiasm for learning more about the creek, and interest in protecting the creek. He reviewed the "Next Steps" section.

Responding to SallyAnn Reiss, Mr. Blomberg said any intervention in the creek channel had the potential for change in the function of the channel. Having people crossing/looking at the creek was an important thing, but there was a lot that needed to be considered in placing any material in a regulated environment.

Craig Buchsbaum, Tintern, complimented the team on the report. He was concerned about gabions. He had installed one of the newer gabions, which had quite a bit of native vegetation. They were used extensively throughout Europe. Certain members of Fish and Game were not happy with them, but they were still being installed throughout California. He hoped people would take the time to see how the newer systems integrated with the environment. He discussed a system installed at the bridge at Georgia Lane that keyed in the rocks; some of those rocks had slipped, and he was concerned about this type of solution. Only the test of time would tell which systems really worked.

Don Eckstrom, Grove Dr., said trees that fell into or across the creek had not been addressed in the report. He felt not removing the trees was a tremendous mistake. When the flood came, the trees across the creek would cause a dam of debris that would come down the creek. The creek would scour a complete new channel around that dam. Secondly, he said the favorite solution seemed to be vegetative rock where rock was installed as tightly as possible in the bed of the creek and then filled with willow branches, etc., in hopes they would grow. He questioned what would happen when sprouts grew and developed trunks. The trunks would either expand normally and displace the rock, or the trunks would not have space to grow and would be weak. When the flood came, those trees would topple into the creek and cause the same kind of damage as the other trees that fell into the creek. He did not understand why vegetative rock was a good solution.

Responding, Mr. Blomberg said the report was not a management document. Flooding issues and logs and tree trunks in the creek were not addressed specifically. That was a system management concern, but he agreed it should be addressed. With respect to vegetative rock, he said it was not necessarily a favorite solution. Given that many sites within the study area were so constrained, the sheer stresses, flow depths, and velocities that existed required a harder solution in many cases; banks could not just be laid back 30-40 feet. Some solutions had been outlined that had been used successfully both in this watershed and other analogous watersheds. It was important to recognize that the report emphasized that proper technical analysis should be backing designs for any one project. Many of the systems could be designed to be much more flexible and adjust to changes both in settling as well as the establishment of mature trees and vegetation within the rock system. He discussed vegetative rock solutions that were site specific in Corte Madera Creek and elsewhere in northern California.

Planning Commissioner Elkind said she was very pleased with the report and the process. She was pleased with the emphasis on solving specific problems from the point of view of the creek as a system. The report would provide an important tool in encouraging people to think in terms of the system. Also, the clarification of permitting processes would be very helpful. Permitting provided a vehicle for examination, coordination and planning. She thought the report was a wonderful tool.

Ken Rosen, Westridge, agreed that the report's discussion was good for getting people to think of the creek as a system. But, when someone needed to do something quickly, people had two choices to protect their property: 1) do something that would in the long term be destructive to the creek and neighbors' properties; or 2) try to work with the Town/agencies/neighbors on something that was more systemic; that didn't work because there was no vehicle to do that. Some people who wanted to do the right thing might not be able to do so. It was hard to break that vicious cycle.

Mayor Davis noted that the Town had tried to develop best practices two years ago. He thought this was a wonderful start. It put on paper some really good ideas—many of which were still a work in progress. Secondly, the project had gotten many neighbors involved and communicating with each other. While that was not 100% successful, it was more successful than earlier efforts to have a community approach to

solving creek problems. He thanked the team for a significant step in the Town's process.

Councilmember Merk said he had attended all four of the creek walks and felt the report was wonderful. He said Ms. Lambert should have been included in the acknowledgments as she had done all of the work for the Town. Mr. Blomberg noted that the oversight had been corrected.

CONSENT AGENDA

By motion of Councilmember Merk, seconded by Councilmember Driscoll, the items listed below were approved with the following roll call vote:

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

- (2) Minutes of Regular Town Council Meeting on May 25, 2005, as corrected, with Councilmember Driscoll abstaining.
- (3) Warrant List of June 8, 2005, in the amount of \$150,885.83.
- (4a) Resolution No. 2175-2005 Authorizing the San Mateo County Controller to Apply the Special Tax for the Wayside II Road Maintenance District to the 2005-2006 Tax Roll and to Collect the Tax at the Same Time as General County Taxes, per Asst. Town Administrator's memo of 6/1/05.
- (4b) Resolution No. 2176-2005 Authorizing the San Mateo County Controller to Apply the Special Tax for the Woodside Highlands Road Maintenance District to the 2005-2006 Tax Roll and to Collect the Tax at the Same Time as General County Taxes, per Asst. Town Administrator's memo of 6/1/05.
- (5) Resolution No. 2177-2005 Approving and Authorizing Execution of an Agreement Between the Town and Cleanstreet (for street sweeping and litter cleaning services), per Asst. Town Administrator's memo of 5/26/05.

REGULAR AGENDA

- (6) Funding Strategies for the New Town Center

Michele Takei, Chair-Finance Committee, reviewed the memo of 5/26/05 on the alternatives considered by the sub-committee evaluating funding strategies for the Town Center project.

Councilmember Driscoll noted that the sub-committee preferred a General Obligation Bond (GOB) over a flat parcel tax because it would strike the larger appraised property values (i.e., newer residents) more than the lower appraised values and older residents. That might be appropriate as the newer residents would be more likely to use the Town Center for a longer period of time. He thought there was some logic in putting more of the burden on residents who would most benefit from a new Town Center.

Councilmember Toben said he was grateful for the committee's advice. Noting that he had been involved in some of the earlier analysis of the fundraising capability in the community, he felt the residents had the capability to produce from private contributions all of the resources that would be required to finance the project. He hoped there would be no inference that the Town was on the verge of cranking up the GOB or parcel tax machine. He thought the community's long-standing tradition of investing in its own amenities and assets could be tapped. He was confident that there would be a spectacular result in the fundraising effort.

Councilmember Merk said the sub-committee's recommendation was clearly laid out in Alternative 1 of the memo. While he did not prefer Alternative 2, he was glad to see it included. The UUT was not tax-deductible whereas the other forms of payment were. Ms. Takei noted that there were additional tax issues for those paying the alternative minimum tax.

Mr. Lane said he felt that every single citizen and child growing up in the Town would benefit from this Town Center—not just those who would be using the library, fields, etc. There would be a benefit from a new sense of place. The Town was diversified with a number of unique communities, but people not often all came together—other than at the picnic and Blues and BBQ events. The Town Center would also be “green” and an asset that everyone could be proud of, regardless of whether people used the facilities or not.

SallyAnn Reiss said she was on the steering committee of the new Portola Valley Community Fund. There was a vision to create a community space that would inspire the residents to come together to play, learn, and celebrate the natural beauty of Portola Valley for many generations to come. The goal was to raise enough money to start all the phases of construction in September 2007. She extended an invitation to work together with the sub-committee.

(7) Request for Relocation of the PV Art Gallery

Mary McCann, Art Gallery, reviewed her letter of 5/29/05 requesting that the Art Gallery relocate to the former library space. Responding to Councilmember Driscoll, she said no changes to the building were proposed. As in the past, the portable walls the paintings hung on would be secured so that they would not fall down. Responding to Councilmember Driscoll, Ms. Sloan confirmed that changes to the building would not be allowed under the Alquist-Priolo Act. Portable walls, window shades, etc., were permissible.

Responding to Mayor Davis, Ms. McCann said the Gallery needed 1,000 sf. She confirmed that the purpose of the move was to get more visibility and ease of entry; it was not to increase the square footage. With the library closed, the current location did not have any visibility.

Ms. Howard said the interim library would be using new shelving that was acquired from another library in San Jose; the intent was to leave most of the shelving in the existing library. There was also the question of whether the entire front desk would be moved or only a portion of it. Most but not all of the collections would be transferred. Whatever didn't fit in the new location would remain at the current location. Responding to Councilmember Driscoll, she confirmed that moving anything that was left behind to accommodate the gallery would be additional labor/work that had not been planned for. Ms. McCann suggested the library store the books in the Gallery's current location or in the old library to the right of where the desk was now.

Councilmember Driscoll reiterated that it was not yet known what the state of the building would be once the library was relocated. Additionally, it would not be available for a few weeks.

Councilmember Toben said he was open to the request, but he was concerned about enabling an action that would increase the visibility of the gallery and increase patronage in a building that was dangerous. That was contrary to what the Town was trying to achieve, which was to reduce usage of these buildings—not to permit usage increase. That would be inconsistent with the message the Town was trying to send with regard to limiting and, if possible, decreasing use of the facilities. Ms. McCann said she did not think the use would be increased. The Gallery was only open Wednesday through Sunday from 11:00 a.m. to 5:00 p.m. Now that the library was closed, she would be surprised to see any children there.

Councilmember Merk said an argument could be made that the Gallery would be moving from a dangerous place to a slightly less dangerous place. It would be moving away from the ground rupture zone and into a room where the windows had been treated with a shatter resistance material.

Councilmember Driscoll noted that Ms. McCann's letter pointed out that all of the Gallery members were over the age of consent and were informed about the geology. He looked favorably on the request because he did not want to extinguish the vitality of the Town Center during this process. The Gallery was one of the things that made the Town Center special. His only concern was whether it could be done legally. By moving things around, the Town might be taking active exposure to risk as opposed to passively letting something continue.

Mayor Davis said if there was a way to ensure that the relocation did not increase the Gallery's size, if it was legally permissible, and if the cost was minimal, he thought it might be possible. If people were going to be in the building at all, this was a better space. He would also be concerned if this caused any increase in the traffic pattern. He was less concerned about the gallery/studio artists who were well informed about the safety and had made the decision to put themselves in harm's way than the pedestrian off the street. The unknowns included the availability in terms of timing and the expense of moving whatever was left in the current library that would need to be moved for Gallery use. Councilmember Merk said how to separate the space that would not be used by the library from that which would also needed to be addressed.

Responding to Councilmember Driscoll, Ms. Sloan said as long as the Gallery did not make any changes to the building and changed only interior furnishings, State law would not be violated. If they were just moving from one space to the other and they accepted the risk, she did not see a problem. However, she suggested staff check with the insurance company. Ms. Howard confirmed with the Council that the sole responsibility for costs would be with the Gallery. She said the request would be agendized in August and that staff would coordinate with the Gallery and library.

(8) Proposed 2005/2006 Budget

Ms. Howard reviewed the proposed 2005/2006 budget cover memo of 6/3/05. She noted that the Finance Committee had asked staff to look into: 1) reducing overall costs of providing health care benefits; 2) costs of providing planning services to the community; and 3) increasing the 4% the Town received from property taxes. Since the budget was published, she noted that the Woodside Fire District had requested \$7,000 be included in the budget to provide for labor costs of their chipping program. She suggested this be part of the tree-trimming line item. Additionally, the Town Planner had requested an increase from the proposed \$21,336 to \$27,118 for the retainer for the ASCC (p. 33); this reflected a 2.3% cost of living increase and a 25% increase because the work involved with the ASCC had increased and was more complex. For the Planning budget (p. 34), she said the Town Planner had requested an increase to \$48,780, which reflected a 2.3% cost of living increase.

Councilmembers discussed the increase in the Planner's retainer for the ASCC and asked staff to provide more justification.

Referring to the budget cover memo (p. 2), Councilmember Toben said it would be helpful to have a graph/chart or simple narrative that explained what had caused the General Fund's expenditures to increase 14%. Mayor Davis agreed. An overview of where the money was coming from, where it was going, how it was different from prior periods and where things were headed would be helpful. Councilmember Driscoll suggested pulling out the extraordinary revenues and expenditures and putting them in separate categories. In addition to the type of budget required by the auditors, he would like to see something like an operating plan. After discussion, Ms. Nerdahl confirmed with Councilmember Toben that a chart, similar to what was depicted for the entire budget for revenues and expenditures, just for the general fund for the same categories for this year and last year would suffice. Ms. Howard noted that these were budget amounts versus actuals, which were not available until the end of the year.

Referring to the cover memo (p. 5), Councilmember Toben noted that there was a 10% increase in the service agreement with the Sheriff's office. Ms. Howard explained that this was part of the original 3-year

agreement. When the contract was negotiated, they took the overall increase that they thought they would have within the next three years; the first two years had a lesser increase.

Responding to Councilmember Merk's question on the balance left in the Jelich Water Tower reserve account (budget, p. 1), Ms. Howard said a letter would be sent to everyone who donated asking them if they would like their contribution put into the Open Space Fund or refunded.

Responding to Councilmember Toben, Ms. Howard said the Public Safety restricted fund (p. 1) was a small amount of money that came from the State that could only be used for very specific items. It was left to accumulate until it amounted to a figure that could be of use; it could not be used, for example, for Sheriff's services. Responding to Councilmember Toben, she said Measure A funds could only be used for street improvements. It was also allowed to accumulate; at the end of the year, it would be transferred out to cover Public Works account 20, which would take care of that deficit. She said every restricted fund had specific restrictions. Responding to Mayor Davis, she confirmed that the "Children's Theater Reserve" could only be spent for children's theater which had ceased to exist some time ago. She noted that there was a legal process whereby that money could be transferred. Responding to Councilmember Toben's question on "Applicants Deposits" (p. 1), she said there was a 6-12 month period where the money came in and was spent. There was always about \$500,000 in the account, which was similar to an escrow account. Any unused amount was refunded to the applicant when their account was closed out.

Ms. Howard and Ms. Nerdahl answered questions about proposed revenues from the various sources. Councilmembers did not request any changes.

On Administration and Operations Expenditures (p. 31), Councilmember Toben noted that the percent increase in permanent staff was 7% for admin/finance and 4% for planning/building and maintenance staff. Ms. Howard said the proposed amounts were gross figures; the actual number would not be known until the salary adjustments for the year had been made. Ms. Nerdahl said she would check the data for each employee. The budget should show a 5% increase over the actuals for all employees.

On Consultant Services (p. 38), Ms. Howard confirmed for Councilmember Toben that the work necessary for the design of a ball field at Corte Madera would come out of "Miscellaneous Consultants as Approved By Council." She noted that there was an additional \$25,000 budgeted under Miscellaneous Expenses for contingencies (p. 40).

Referring to Public Works Operations (p. 44), Councilmember Merk said he did not feel the \$7,000 requested by the Fire District for their wood chipping program should come from Right of Way Tree Trimming; that material was coming from private property. He suggested it come out of emergency preparedness or fire protection. Ms. Howard suggested reducing Tree Trimming to \$35,000 and creating another line item for Fire Safety. Councilmembers agreed. Referring to the projected figure for Tree Trimming for 04/05, Councilmember Merk suggested taking down a couple eucalyptus trees around Town; there were 5-6 in front of Alpine Hills and a lot of sprouts on the road banks—particularly along Portola Road. Mr. Young said the cost to remove the large trees was about \$3,000 apiece. Noting the potential for controversy, Councilmember Driscoll suggested taking some of the smaller eucalyptus out. Mr. Young confirmed that the Town was slowly removing these trees; the ones on the corner of Portola and Alpine had cost \$5,000 to remove.

Responding to Ms. Reiss, Mr. Young said the Fire District's request was for the labor and the chipper. The labor was \$600/day with \$200 for the chipper. Responding to Mayor Davis, Ms. Howard said the Fire District had received a grant for the chipper and work they did this year. They eliminated so much wood, they felt they should do it every year and requested that the Town help pay for it. Councilmember Driscoll noted that the Fire District received 16% of every property tax dollar and the Town received 4%. Ms. Sloan added that the Los Altos Hills Fire District paid for all of the chipping in that community. She added that Fire

Districts traditionally had a lot of money. She said staff might ask to see the budget. After discussion, Council decided to budget for the wood chipping. Councilmember Merk added that residents needed to understand that there was no limit to the amount of green waste they could put out for GreenWaste; he often put out 8-12 32-gallon barrels of green waste.

Responding to Councilmember Merk, Mr. Young said the \$6,500 budgeted for Alpine Road Revegetation Monitoring in 04/05 had not been spent. The work/report would be done this year. Additionally, he noted that volunteers had done some of the planting.

Councilmember Toben said he had some difficulty with the consistent use of budget-to-budget comparisons in calculating +/- percentages for 05/06. It was much more helpful to compare the best number available (i.e., projected 04/05 numbers) against the proposed numbers. Using the budget numbers compiled a year ago against the budget for the coming year was less precise than comparing the budget to projected amounts. Councilmember Driscoll agreed. He felt it made more sense to compare the next budget with what was spent the previous year. The proposed figures should be based on actuals—not on previous estimates. Mayor Davis said more than one purpose was being served here. The desire being expressed was to study the future budget predicated upon current knowledge. But, you would clearly still be asked for budget-to-budget comparisons. Ms. Nerdahl confirmed with Councilmembers, that the cones on the chart on page 3 should represent the 04/05 “projected” amounts as opposed to the 04/05 “budget” amounts.

Councilmember Driscoll said another important comparison was last year’s budgeted amounts versus actuals. That should be a separate graph. Ms. Nerdahl noted that that was more in keeping with the annual financial statement. Councilmember Driscoll agreed but felt the comparisons should also be done during the budget review.

Referring to Services and Supplies, Internet Services and Web Site Hosting (p. 48), Councilmember Merk said the Web site hits had dropped dramatically in the last month. Responding, Ms. Nerdahl said there had been a month or two when people couldn’t get to the site. The Town had been given credit from the Web host.

Ms. Howard discussed the proposed laserfiche imaging process (p. 55). Responding to Councilmember Driscoll, she said the Town did not have any outside advice on technical capital expenditures. She noted that staff had checked with other municipalities to see what they were using to keep track of their ordinances, etc. Mayor Davis said he preferred to leave the laserfiche imaging in the budget but would feel more comfortable if he had a better understanding of what it was. He suggested there be a presentation. Councilmember Driscoll suggested the Town form a technology committee that advised the Town on technological solutions to these kinds of problems. He thought there would be great expertise among the citizenry on this subject.

Responding to Councilmember Driscoll, Ms. Howard said the documents in Room 10 included subdivision plans, documentation from projects in Town, financial records, etc. Those had to be kept and required a substantial amount of storage space. Councilmember Driscoll thought it might be cheaper to rent some storage space rather than spend money to build storage at the new Town Center. Ms. Howard said staff needed to access that material on a regular basis. The material had to be on site, or people would have to wait to get the information they wanted. Councilmembers and staff discussed the pros and cons of using an off-site storage facility.

Referring to Town Center Improvements, Town Center Sewer Design & Fees (p. 54), Councilmember Merk pointed out that the \$145,000 and \$275,000 figures for subsequent fiscal years should be applied to “Center Sewer Fees and Construction. Mr. Young clarified that \$16,000 was for design and fees; \$145,000 was for construction and \$275,000 was the connection fee for West Bay Sanitary. The connection fee was based on \$40,000 per resident to connect to the sewer with the Town Center representing “x” number of residents.

Responding to Councilmember Merk, Mr. Young said the \$13,000 shown for Ford Field Park Lot Improvements included some additional landscaping to continue the walkway around Ford Field. There would also be some extension of the base rock in front of the batting cage.

By motion and second, the public hearing on the proposed FY 05/06 budget was set for 6/22/05.

(9) 2005 Election

Referring to Ms. Hanlon's memo of 6/1/05, Councilmember Driscoll moved to adopt Resolution No. 2178-2005 Ordering and Calling a General Municipal Election to be Held in the Town on November 8, 2005, for the Purpose of Electing Three Members of the Town Council, and Making Provision for the Conduct of the Election and Providing for Notice. Councilmember Toben seconded, and the motion carried 4-0.

(10) Ballot Measures A and B

Ms. Sloan reviewed her memo of 6/2/05 on ballot measures A and B to raise the appropriations limit for the two Town utility taxes.

Councilmember Merk said he would like to decouple the 2% open space tax from the 5.5% general tax so that either one could prevail independently. Right now, if the 5.5% tax failed, the 2% tax did not go through. Ms. Sloan noted that the general tax was in place first. The Council, at the time the 2% tax was proposed, felt that it was very important to the Town to have the 5.5% tax and that the Town would be sunk without it. The concern was that if people saw the ballot measures side by side, they would opt to vote for open space and not the other. Mayor Davis agreed noting that the intent was not to jeopardize the 5.5% tax.

Councilmember Driscoll felt that if people were presented with two ballot measures that related to tax, they might be given the false impression that they should choose one or the other; they would choose the lower one.

Kirke Comstock, former Councilmember, urged the Council to endorse measures A & B and call the election. He also urged Councilmembers to commit themselves to seeing that both passed. These were good and proven programs. The Town had made good, judicious use of the funds. Everyone in Town had benefited from the money raised. Open space properties had been purchased and would be protected for the rest of time. The other fund was used for the operation of the Town. He had not seen the trails and roads as good as they were now since he moved here. The money was doing visibly good things and was being spent on things that would endure in the Town. He offered to be part of any effort to see that this point was made and that people understood.

Councilmember Driscoll said it was important that it was viewed as a tax that allowed the Town to continue to run as well as it did. It was not a tax designed to build a wing of a library. It tended to be mislabeled as some sort of a capital tax, which it was not. It allowed the Town to subsist on only 4% of peoples' property tax dollars.

Councilmember Driscoll moved to adopt Resolution No. 2179-2005 and Resolution No. 2180-2005 Calling a Special Municipal Election to be Consolidated with the General Election of November 8, 2005, for the Purpose of Submitting to the Voters of the Town Ballot Measures A and B, Authorizing Adjustment of the Town's Appropriations Limit, and Ordering the Election Consolidated with the General Municipal Election to be Held on the Same Date. Councilmember Toben seconded, and the motion carried 4-0.

Ms. Sloan said in addition to the impartial analysis, which she wrote, it was good to find up to five people to give an argument in favor of the measures. Mr. Comstock said he would be happy to be part of that.

(11) Library Facility Contract Agreements

Ms. Howard reviewed the staff report of 6/2/05 on the work necessary on the interim building the library would be using. The goal was to have the library open on 8/1/05.

With respect to the bid for the construction/heating work, Councilmember Driscoll asked if the sole bid had been looked at and deemed reasonable. Mr. Young said he and the Building Official felt the rates were correct. The contract was time and materials with a "not to exceed" figure, with the Town verifying the timesheets and materials. Councilmember Merk said he felt the Electrical bid was reasonable and that the recommended contractor did good work. On the construction bid, he thought it was a little high. But, there was a very short time frame to start and complete the work. He felt a 10% contingency was probably enough, but it might not be. Until the walls were opened up, it was difficult to know what the costs would be. Mr. Young agreed, noting that some of the work included in the bid might not be required.

By motion of Councilmember Driscoll, seconded by Councilmember Merk, Resolution No. 2181-2005 Approving and Authorizing Execution of an Agreement Between the Town and Bob-Wire Electric, Inc., was adopted by a vote of 4-0.

By motion of Councilmember Driscoll, seconded by Councilmember Merk, Resolution No. 2182-2005 Approving and Authorizing Execution of an Agreement Between the Town and Paravati Construction, Inc., was adopted by a vote of 4-0.

(12) Auditing Services Contract

Ms. Howard reviewed the staff report of 6/3/05 and the recommendation to approve an agreement with Maze & Associates to perform auditing services. She noted that a revised agreement had been prepared at the request of Maze & Associates to replace outdated language, etc. Responding to Councilmember Driscoll, Ms. Sloan said the financial statement did not include a summary of audit findings and recommendations; the summary was part of the Memorandum of Internal Control (agreement, p. 2).

Councilmember Merk moved adoption of Resolution No. 2183-2005 Approving and Authorizing Execution of an Agreement for Audit Services Between the Town and Maze & Associates. Councilmember Toben seconded, and the motion carried 4-0.

(13) Supplemental Traffic Enforcement Services

Ms. Howard reviewed the staff report of 5/31/05 on supplemental traffic enforcement services provided by the Sheriff's office. Responding to Councilmember Driscoll, she said the COPS grant funding was approved every year.

After a discussion of the recent increased police activity in Town, Councilmember Merk moved approval of Resolution No. 2184-2005 Approving and Authorizing a Second Amendment to Agreement for Supplemental Traffic Enforcement Services for Fiscal Year 2005-2006 Between the Town and the County of San Mateo Sheriff's Office. Councilmember Toben seconded, and the motion carried 4-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(14) Status of Town Center Project

Ms. Howard said the preparation of the draft EIR was on schedule, and it would be going out next week followed by 45 days for comment. The design work was continuing, and the architects had been given

direction to redesign the Town Hall so that it would be one level or one level and a basement. They were also working on materials for the picnic; tours would be held at 12:30 and 1:30, and a lot of material would be provided at the table manned by Councilmembers. A presentation would be given at the June 22 meeting. Councilmember Driscoll noted that updated cost information would also be provided along with the latest design. Councilmembers agreed to start the meeting on 6/22/05 at 7:30. Responding to Councilmember Driscoll, Ms. Sloan said the Church's attorney had requested some changes be made to the agreement.

(15) Reports from Commission and Committee Liaisons

(a) Tot Lot

Mayor Davis thanked SallyAnn Reiss, members of the staff and Parks and Rec for their work on the tot lot. Councilmember Driscoll hoped that the work of the Town staff was recognized by residents. Ms. Reiss discussed the small number of volunteers that showed up to help.

(b) Cable Committee

Councilmember Driscoll noted that discussions with Comcast about the franchise agreement were continuing. Referring to Councilmember Driscoll's earlier suggestion to form a technology committee, Mayor Davis suggested the Cable Committee might be a good initiating point. Councilmember Driscoll noted that the Committee had already extended their scope to undergrounding. He thought a technology committee might, for example, oversee with website function and work with the people who were more oriented to the Town's internal IT obligation.

(c) Blues & BBQ

Councilmember Merk said a letter had been sent out requesting pledges, and the committee anticipated receiving around \$25,000. Councilmembers discussed the scheduling of the annual picnic and strains on volunteers.

(d) Airport Roundtable

Councilmember Toben said he would be hosting a meeting on 6/21/05 of south county cities concerned about over-flight patterns. The purpose was to try to formulate a resolution that would encourage the FAA to improve compliance with the 8,000' standard over the Woodside VOR. The resolution, co-sponsored by the south county cities, would hopefully be taken to the full Roundtable meeting on 7/6/05.

(e) Parks and Rec

Councilmember Toben said he hosted an informal conversation on the Corte Madera ball field issue. The purpose was to understand the concerns of neighbors about the possibility of constructing a minimalist ball field. The conversation had been cordial and constructive. One of the Ranch residents said he was not convinced that the documentation had been done to establish the need for a ball field facility at Corte Madera. Representatives from Parks and Rec had pointed out that the Town Center ball field would be lost within a year and that a large number of residents were involved with girls and adult softball. Other concerns expressed included noise, traffic, hours of usage, etc. There was also the possible incursion of this facility into Town property. He suggested asking Parks and Rec to assess alternatives and generate a matrix that would give the Council some guidance. He also felt there was some urgency because the Town Center field could be lost within a year.

Councilmember Driscoll pointed out that there used to be a full size baseball field on that school campus for

at least 15 years. It was taken down when the construction started and the school shifted things around. He had been surprised that there had been little protest. Lindsay Bowen had subsequently initiated legal action to get the field back. He felt the Town should not encourage the loss of what had been an historical baseball field. There was also going to be a transition problem at the Town Center. Anything that the Parks and Rec Committee could do to identify any alternatives to losing a field was important. He discussed some options including putting in a temporary backstop on Rossotti Field, talking to the Priory about more active use of their field, etc. He supported building the school field. Mayor Davis suggested the Parks and Rec Committee also address what the usage would be, timing, nature, league play, etc. He felt some of the neighbors were responding to their worse fears of late hours, noise, snack bars, parking, bullhorns, etc. Councilmember Driscoll said at the Ranch, traffic was the primary concern. The interim library solution also needed to be considered in terms of traffic and parking. Councilmember Merk noted that parking on Alpine Rd might be problematic as it is on Georgia Lane.

WRITTEN COMMUNICATIONS

(16) Town Council 5/27/05 Weekly Digest

(a) Staking of New Town Center Buildings

Responding to Councilmember Driscoll, Ms. Howard confirmed that stakes and chalking would be done before the picnic.

(17) Town Council 6/3/05 Weekly Digest: None

ADJOURNMENT

The meeting adjourned at 11:47 p.m.

Mayor

Town Clerk