

TOWN COUNCIL MEETING NO. 614, NOVEMBER 13, 2002

ROLL CALL:

The meeting was called to order by Mayor Davis at 8:00 p.m. Mayor Davis led the Pledge of Allegiance. Ms. Howard called the roll:

Present: Councilmembers G. Comstock, K. Comstock, Driscoll and Merk, and Mayor Davis  
Absent: None  
Others: Town Planner Mader, Town Attorney Sloan, Town Administrator Howard, Public Works Director Young, and Deputy Clerk Hanlon.

ORAL COMMUNICATIONS

Nancy Lund, Town Historian, distributed and reviewed a handout that described a new book on the history of Portola Valley. She said a mailing would be sent out inviting people to pre-purchase the book prior to publication.

PUBLIC HEARING

(1) Amendments to Trails and Paths Element

Town Planner Mader referred to the staff report of 11/5/02, noting that this was the Council's third meeting on the amendments to the Trails and Paths Element.

Mayor Davis opened the public hearing.

Jo Schreck, 255 Golden Hills Dr., asked that the Council be cognizant of the difference between trails and paths. Paths for children going to and from school along the roads were different from trails, which were in woodlands and the countryside. The construction of paths should be different than the treatment of trails.

Al Schreck, 255 Golden Hills Dr., said the Town had incorporated to maintain the rural nature of the valley. He wanted consideration given to what the rural character was. He was concerned about some of the newer residents who wanted streetlights, sidewalks, etc. Any lover of nature, the woods, and paths did not want to see unnatural gray material put on the trails. He wanted people to be mindful of what the vision for the valley was when the Town incorporated.

Mike Tevis, 987 Westridge, said Shady Trail went through his property, and he was thrilled to have horses come through. He hoped to participate in perpetuating that. While his preferred mode of exercise was mountain biking and road biking, he felt there were plenty of places to do that such as on the roads. The equestrians did not have an alternative to the trails. He also disliked asphalt or blue rock on the trails even though it had the potential of keeping the trail open year round. It would be very unnatural to have a mountain biker racing through trails used by horses or pedestrians. He hoped the Council would focus on the elements that made Portola Valley as spectacular as it was. If that was lost, it was gone for good. The mountain and road bikers that piled up in Woodside were not wanted in Town. Except for kids going to and from school, he thought allowing bikers on the trails would be a horrible mistake.

Mayor Davis closed the hearing.

Councilmember G. Comstock noted that the staff report indicated that the Element was meant to provide general guidance. He felt wording to that effect should be included in the introduction to the Element itself. He also thought that the trails usage matrix adopted by the Council should be mentioned in the introduction as well so that there was a clear distinction what these documents were intended to accomplish. Mayor Davis and Councilmember Merk agreed.

Town Planner Mader reviewed the staff report sections that addressed the basic structure of the Element and the level of detail. Mayor Davis said the changes recommended in the staff report went a long way to remedy his concern that the Element was too detailed. Councilmember K. Comstock agreed.

Town Planner Mader discussed the "Other Concerns" section set forth in the staff report (pp. 2-4). With respect to concern #2, he said trails were defined as "generally unpaved." He said the trail standards allowed for taking care of wet spots and places where there were problems. Putting a surface down on an entire trail was not addressed, and he thought the standards might need to be looked at. Councilmember G. Comstock suggested making a reference to the standards in the introduction as well. Town Planner Mader noted that there was a statement in the Element about the Town adopting standards.

With respect to concerns about the multi-use path (item #5, p. 3), Town Planner Mader said Mr. Young was working on a standard. He noted that an application had been submitted to obtain funds to put that facility in along Portola Road. A multi-use path was also shown behind the Town Center and along the base of the hills over to Alpine. There was an additional link along Alpine Road to Portola Road from Corte Madera School. Responding to Councilmember K. Comstock, he said this facility was not yet shown on the matrix but that it could be added. Councilmember K. Comstock questioned whether bikes would use that sort of path when the road was only 10-15' away; with a few exceptions, the bikes on Alpine and Portola Roads were thin-tired, high pressure and lightweight with riders who were interested in making time. Responding, Town Planner said he commonly encountered bikes on the Alpine Road path. It was a question of how important a multi-use facility was.

Mayor Davis said the General Plan should express the desire to have paths for the circulation of people, pedestrians, horses, etc. The engineering of that and whether it was best done with one or two facilities should be left to the execution phase of legislation. As proposed, it sounded like the multi-use path was the solution. Having definitions that indicated how the overall desire was to be accomplished was awkward. The old Plan was also awkward because it referred to two separate paths, but there were places where two paths could not be accommodated; one way or another, there would have to be multi-use in some sections. Town Planner Mader said wording could be added that would allow for flexibility in the execution. Councilmember Merk thought Section 3210.1.f allowed for that. Town Planner Mader said part of the question was whether the new facility would meet the functions that people argued it should. Mayor Davis said when that was determined, he did not want to have to go back and change the General Plan. Town Planner Mader suggested the text indicate that along these routes, the objective was to have these general uses with the design of the facility established later on. Mayor Davis agreed.

With respect to references to "bicycle lanes and routes" in the text of the Element, Councilmember Merk said he felt "lanes and routes" should be reversed; the Town was not promoting bicycle lanes in Portola Valley, and the more important of the two in Town were the bike routes. Additionally, in Section 3210.1.m, he felt "bicycle lanes" should be omitted; on Skyline, the bike lane was the shoulder of the road, and it was used by motor vehicles. Councilmember Driscoll noted that vehicles were also allowed to use bike lanes within a certain distance of intersections for turning purposes.

In Section 3210.1.s, Councilmember Merk suggested replacing "should" with "shall." In Section 3210.1.p,

he

said "asphalt" should be replaced by "non-permeable surfaces such as asphalt and/or concrete." In 3216, he said the last sentence might not be true in the future; the Moorshead and Spring Ridge properties might be developed or become open space at which time trails would be developed. He suggested "...the western part of the planning area." Town Planner Mader suggested deleting the last sentence. In Section 3217, Councilmember Merk suggested adding to the last sentence the phrase "...and are not maintained by the Town." In Section 3204.b, he did not think there had been any enforcement with respect to the final sentence of the section. This section also related to Section 3210.b and c, which talked about plantings and improvements in trail easements and rights of way. He was concerned about wording such as this in the Plan that was not enforced or backed up by an ordinance. Town Planner Mader noted that something had been added to the zoning ordinance about what could be done in the right of way.

Councilmember Merk said the most difficult issue was the concept of the multi-use path. He said Section 3208.3 was tied in with Sections 3210.1.f, 3210.4, and 3220. For years, he had heard from the Trails Committee that horses and wheeled vehicles did not belong on the trails together. He was surprised to see a recommendation for a trail where the two uses were put together. While most of the bicycles that went through Town were racing bikes that used the roads, the most local users on Portola Road were parents pushing perambulators and parents on bicycles with a trailer for children. Those users would prefer to be off the pavement and on an all-weather surface trail. If the multi-use path was being designed to allow for a carriage, he did not think there would be enough room to pass an equestrian going in the opposite direction or someone with a bicycle pulling children. He questioned the feasibility of this kind of trail along Portola Road. While there were areas where it would be difficult to get two trails, he felt those areas were few. With Section 3210.1.f, the Town had the capability of using the existing trail definitions and arrive at the same end product of having two separate facilities along most of Portola Road. He questioned the need for a new category and whether it would serve the Town's needs. He reiterated that there was no data about who was using the trails and how much they were being used. He thought data should be obtained before all this planning was done. He did not support having this facility in the definitions unless there was new wording.

Responding to Town Planner Mader, Councilmember Merk said Sections 3210.1.f, 3210.4, and 3220 all dealt with different aspects of multi-use paths. For example, in Section 3220, he questioned why the General Plan needed to indicate that the major route proposed would stop at Wyndham Way. Town Planner Mader said the horse trail crossed the road at that point. There was a pedestrian path shown going up to Wayside, Santa Maria, and Hayfields where it stopped; there was no formal path connecting to Woodside. Responding to Councilmember Merk, he said on the western side of the road, there was sufficient space to put in a place for people to walk. The facility was shown on the plan. The multiple functions were taken care of past the point where the multi-use path terminated.

After a discussion of what the new wording for the multi-use facility should be, Town Planner Mader suggested: "It is a place for horseback riding, hiking, bicycling, and pedestrians and may consist of a single or multiple facility including an all weather surface or dirt surface as appropriate."

Lynne Davis said the Trails Committee supported the multi-use concept. Personally, she said she was happy with a more general definition of that facility. It was not known what was possible, and it would not be known until it was tried.

Responding to Marilyn Walter, Town Planner Mader said the revised definition of equestrian/hiking trail was: "Equestrian/hiking trails or segments may be used for off-road bicycles upon determination of the Town Council." Mr. Schreck reiterated that he thought it was inappropriate for bicycles to be on trails and paths. Ms. Walter agreed. Mayor Davis noted that a few paths had been opened for bicycles for children getting

to/from school. Otherwise, the Town's paths were generally of the nature that wheeled vehicles were inappropriate.

Responding to Bill Lane, Councilmember Merk said from time to time, residents called the Town to report trees down or bushes overhanging trails in Westridge. While there was good communication between the Town and the Westridge committee, there was some misunderstanding by some users as to the maintenance of trails in Westridge. Mr. Lane added that those trails were maintained by assessments and were specifically for hiking and riding. The Westridge trails long preceded the Town and had been the prototype for the trail system in the Town.

Councilmember K. Comstock moved to close the hearing and direct staff to finish the fine-tuning of the wording of the document as discussed. Councilmember Merk seconded, and the motion carried 5-0.

#### CONSENT AGENDA

By motion of Councilmember K. Comstock, seconded by Councilmember Merk, the consent agenda items listed below were approved by the following roll call vote:

Ayes: Councilmembers G. Comstock, K. Comstock, Driscoll and Merk, and Mayor Davis  
Noes: None.

- (2) Minutes of the Town Council Meeting on October 23, 2002, with Councilmember Driscoll abstaining.
- (3) Warrant List of November 13, 2002, in the amount of \$207,058.13.
- (4) Second Reading of Title, Waive Further Reading, and Adopt Ordinance No. 2002-346 Amending Chapter 9.10 (Noise Control) of Title 9 (Public Peace, Morals and Welfare) of the Municipal Code.

#### REGULAR AGENDA

- (5) Minutes of the Special Town Council Meeting of October 14, 2002 (Removed from Consent Agenda)

Councilmember Driscoll submitted changes to the minutes of the October 14, 2002, special meeting. By motion of Councilmember K. Comstock, seconded by Councilmember Driscoll, the minutes were approved as amended, with Councilmember Merk and Mayor Davis abstaining.

- (6) Improvements to Valley Oak Bridge (Removed from Consent Agenda)

Referring to Mr. Young's memo on the renovation of the Valley Oak Trail pedestrian/equestrian bridge, Councilmember G. Comstock said the proposal was to rebuild and match the existing bridge. He felt that was a pretty loose spec. Responding, Mr. Young said digital photographs and measurements had been taken of the entire bridge so a comparison could be made. Councilmember G. Comstock said the proposal also required that the wood be redwood or treated Douglas fir. It was his understanding that pressure treated fir could not be recycled due to arsenic. He questioned whether it was appropriate for the Town, with its emphasis on environmental considerations, to be building a bridge out of something that could be environmentally harmful. He discussed pressure treated fir, EPA prohibitions for certain construction uses, and an alternative product, QUAT. He felt it would be preferable to build the bridge entirely of redwood. On the other hand, that might contribute to the demise of old growth redwood groves. He suggested using second-hand lumber, or redwood that was certified to have been grown at a plantation.

Councilmember Merk said a redwood tread would be soft and wear out quickly, which was why Douglas fir

was superior for tread. If the waste from the building of the bridge was segregated from other recyclables, it could be disposed of as hazardous waste as opposed to green waste. When this new bridge wore out and it was similarly recycled as hazardous waste, there would be no net degradation of the environment. Councilmember Driscoll pointed out that the current bridge probably had pressure treated wood and would need to be dismantled in the same manner suggested.

Mr. Young said the current bridge was rotting because it was in the shade and had not been designed properly. The pressure treated wood would be used for the deck and stringers/main members. The rest would be redwood. Additionally, all of the galvanized hardware on the existing bridge would be reused; a lot of the wood would also be recycled onto the new bridge. To make the bridge last another 20-30 years in that environment, it was best to use something that would last longer, such as the pressure treated Douglas fir, for the main stringers and deck. He confirmed for Councilmember G. Comstock that there would be no disposal problem associated with the current bridge as there is no treated wood in the current bridge.

Councilmember G. Comstock said he understood that copper treated wood had significantly less injurious impact on people and the environment than the arsenic treatment, which was being phased out. As a practical approach, he felt it would make sense to require the contractor to use the more recently developed material. Additionally, he said one of the worst things that could be done was to dispose of the arsenic treated wood by burning. Another aspect was that the arsenic treated material could be dangerous for those working with it. He suggested requiring the contractor to use the copper treated material, or QUAT, which could be burned.

Responding to Councilmember Driscoll, Mr. Young said the decking would be cut and assembled off site. The stringers would be pressure treated. He said the purchase of the wood could be taken out of the contract and handled by the Town so that the contract did not have to be re-bid. Councilmember Driscoll felt if the specifications were changed, the vendor had the right to turn down the job. Responding to Mayor Davis, he said he could approve the contract conditionally upon the contractor accepting the new criteria.

Councilmember G. Comstock moved that the bid be accepted with the understanding that the Town was requesting specific material. Councilmember K. Comstock seconded the motion. Councilmembers discussed what would be an acceptable cost increase. Mr. Young suggested approving the contract provided the increase in cost was not more than 20% of what was allocated for the wood; if it exceeded that, it would come back to the Council. The motion and second were amended accordingly. Ms. Sloan noted that this was not an official, formal bid under the public contract code and that there was some flexibility to manipulate the contract. Mayor Davis called for a vote, and the motion carried 5-0.

#### COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(7) Reports from Commission and Committee Liaisons

(a) Trails Committee

Councilmember K. Comstock said the Committee continued to be concerned about the level of effort being put into the on-going maintenance of the trails; a memo was forthcoming.

(b) Parks and Rec Committee

Councilmember K. Comstock said the Parks and Rec Committee would be meeting Monday to select a new chairman.

(c) ASCC

Councilmember Merk said an application for a house in the Brookside Park area had been withdrawn following ASCC comments. The house was 2,000 sf bigger than what was normally allowed because there were three bedrooms in the basement with large lightwells. At some point, he felt basements might need to be revisited.

(d) Maintenance of Drainage Ditches in Arrowhead Meadows

Councilmember Merk said he received a call from the County Fire Dispatch about flooding at the corner of Shawnee and Iroquois. The County was using an outdated list. Additionally, many items in the Vital Town Information book was out of date. With respect to the flooding issue, he said no one seemed to know who was responsible for drainage ditches in the Arrowhead Meadows subdivision. He did not want the Town doing work on the trench without clarification that it was the Town's responsibility. Ms. Howard said a lot of research had been done, and it was the Town's responsibility. Mr. Young added that cleaning out the drainage ditch had started today, and he described the additional work that would be done.

(e) PG&E Emergencies

Councilmember G. Comstock said he had received a call from a resident on Sunday night who was concerned about two elderly women who lived across the street. After leaving a message on the answering machine at PG&E's emergency telephone number, he called the Woodside Fire District who responded with a team of paramedics. The residents had not been evacuated.

(f) Planning Commission

Councilmember G. Comstock said the Planning Commission wanted to make sure that action was not taken at the public hearing on the counter proposal for the Nathhorst Triangle area without adequate ASCC and Planning Commission review. Councilmember Merk added that the Planning Commission's concern was that the counter proposal by the property owners was a design proposal. The Commission did not want the Council to approve a design proposal without ASCC or Planning Commission review.

(g) Website Team

Councilmember G. Comstock said the website had been moved from the experimental server over to a permanent server. Information was still being added, but Councilmembers could review what was on the website and make comments. Ms. Howard said it was anticipated that the site would be up and running by the end of the month.

(8) Teen Committee Appointment

Referring to the e-mail from the Chair of the Teen Committee, Mayor Davis appointed Charles Zaffaroni to the Teen Committee. By motion and second, Council concurred unanimously.

(9) Use of Pre-emergent Herbicides on Specific Trails

Referring to the staff memo of 10/25/02, Ms. Howard said the Council did not have a formal agreement with anyone to do the spraying; the recommendation from staff was for the type of spraying that would be done on

some of the trails. She said there was a lot of history on this issue and that it was a controversial subject. Other than the general concept of whether the Council approved of pre-emergent spraying, she did not think that items like this needed to come before the Council.

Mr. Young said pre-emergent spraying had begun in 1996-1997 when there was less staff. The program was successful for a number of years until last year when it was decided not to use the pre-emergent and see what happened. As indicated in the staff report, he said the Trails Committee felt pre-emergent spraying could be used on certain sections of trails and not on others. He felt that should be the staff's decision as staff maintained the trails and knew the problem areas. In addition to the trails that the Trails Committee agreed on, there were additional trails that staff had determined required higher maintenance. He said the Trails Committee had also expressed concerns about: 1) the type of pre-emergent; and 2) erosion control. He described the pre-emergent used by Los Altos Hills on all of their trails. MROSD did not spray because they had a lot of manpower. With respect to erosion/drainage, he said that was based on the design of the trail. The pre-emergent was applied a foot on either side of the trail, and he did not expect erosion problems, which usually occurred in the middle of the trail due to poor drainage. The Town would use a product called Oust which had low toxicity to man and the environment; the half-life of the herbicides was 4-6 weeks, and detectable concentrations were unlikely to move down into ground water. Once the pre-emergent was applied and there continued to be growth, Roundup would be applied.

Responding to Mayor Davis, Mr. Young said pre-emergent should be applied in October before the heavy rains. Councilmember Merk felt that if it could be done within the next week, it would not be too late. Mr. Young said obtaining a contractor on short notice and the potential for rain might prevent spraying this year. Roundup could be used when it stopped raining.

Ms. Howard noted that a memo from the Trails Committee dated 11/13/02 had been distributed. Lynne Davis, Trails Committee, said the pre-emergent spray was not a good idea because of the environment and erosion. She also felt that the Trails Committee understood the trails better than anyone on the staff and should determine where spraying should be done. There were just a few areas on some of the trails that needed spraying. The Committee preferred weed whacking.

Mayor Davis noted that the Trails Committee had recommended some trails for spraying that the staff had not and conversely. There was clearly a different view of where the problems were--even though the staff recommended more spraying than the Committee.

Noting that the Trails Committee's meeting on this issue had been on October 8, 2002, Councilmember Merk said this matter should have been resolved in time for spraying this year. According to Herb Dengler, it took an inch of rain to wash the germination inhibitors off of the seeds of most of the local plants. That inch of rain fell last week, and he felt there might still be time to spray this year. He felt the staff knew how much maintenance the trails required. To send staff out 2-4 times/year to clear a trail when a pre-emergent could be sprayed once was not good use of the Town's money. While he did not know what criteria the Trails Committee used to determine what trails needed pre-emergent spraying, the staff based its decision on the amount of labor required to keep a trail open throughout the year. When pre-emergents had been discontinued, the intent was to see what the results were. The result was that the staff was spending a lot more time maintaining the trails. He was in favor of the staff's recommendation, urged approval, and hoped

that the staff could find someone to start spraying within the next week.

Responding to Mayor Davis, Ms. Howard said spraying in the past cost \$7,500. Councilmember Merk said it depended on the amount of linear feet.

Mary Hufty, Trails Committee, said the Trails Committee reviewed the hours worked on the trails and what trails were worked on every month. The range was between 25-40 hours/month. The Committee had been promised a half-time position for maintaining the trails. She did not feel enough time was being spent on trail maintenance and that more labor help was needed. With respect to herbicides, this had been an on-going controversy. The Trails Committee did not like the idea of poisoning the flowers and grasses along the trails. She thought the staff felt the same way but felt forced to do the spraying. The Committee also did not like the idea of water with herbicides running off the trails. She asked that the Town honor its promise to give the Trails Committee adequate time for trail maintenance.

Councilmember K. Comstock said keeping the trails in a certain state of repair and what it took to do that had been an ongoing discussion. The Trails Committee felt that the Town was not producing a level of maintenance that was as good as it should be. With the major trail restoration projects, he did not want to see the Town in a cycle of having to do major construction projects in order to remedy maintenance that had not been kept up. That was a budget and staffing issue. The staff took care of the playing fields, etc., in addition to the trails. Staff responded to specific reported problems, but the Committee felt that a higher level of dedicated resources was needed. Another part of the problem was that some of the trails had not been built properly. There was a straight tradeoff between hand labor and spraying. He said the Council would need to decide what should be done during budget discussions. Councilmember Merk noted that during the last budget, the Trails Committee requested a full-time maintenance worker for the trails, which the Council did not approve.

Councilmember Driscoll said the pre-emergent spraying needed to be done as soon as possible. Responding to Councilmember Driscoll, Mr. Young confirmed that Roundup was not an alternative to pre-emergent spraying.

After discussion, Ms. Sloan said the Council could authorize the staff to enter into a contract for more than \$5,000. Councilmember Driscoll suggested "not to exceed" \$10,000. Councilmember Merk so moved, and Councilmember Driscoll seconded. Responding to Councilmember G. Comstock, Ms. Sloan said hiring a full-time staff member for trail maintenance would need to be agendaized.

Ms. Hufty said there had been no indication from staff about why they had rejected the Trails Committee's suggestion that some of the trails identified by staff were inappropriate for spraying. She felt those areas should be looked at with some care. For example, it might not be necessary to spray all along Sunrise Trail, which was a pristine and open trail that only needed weed whacking twice/year. It was also in a watershed. There were several places that the Committee was uncomfortable putting spray on for good reasons. Having put in the time, she felt the Committee deserved to be heard.

Mayor Davis agreed the feedback between the staff and Committee had not been adequate. After discussion, Councilmember Driscoll suggested amending the motion to encourage staff to liaise further with the Trails Committee to ensure pre-emergent spraying was not done where it was not needed. The motion and second were amended.

Referring to the staff memo, Councilmember G. Comstock fully supported the recommendation to apply pre-emergents only to those trails that were not near creeks or other flowing water sources. He said there was a



lot of material on the Internet about keeping pre-emergents away from water sources. Councilmember Merk noted that this material had to be applied by a State licensed contractor who would know the laws. With respect to Roundup, Councilmember G. Comstock said there was not a similar recommendation to keep it off trails near creeks. He described some of the safer weed control measures he had discovered on the Internet. Councilmember Merk noted that MROSD had tested some materials recently.

Mayor Davis called for the vote, and the motion carried 5-0.

(10) Policy Concerning Rotation of Committee/Commission Chairs

Ms. Howard reviewed the staff report of 11/6/02 on the policy for rotation of committee/commission Chairs. Responding to Councilmember G. Comstock, she said Woodside's policy had been used as a model because it had just been developed.

Councilmember Merk said he was against the policy because: 1) it was attempting to fix something that wasn't broken; and 2) it would be used to remove people who weren't liked. The existing system worked very well and gave complete freedom and fluidity to the volunteers. What was proposed was one more layer of restrictions and controls that would make it harder to get volunteers for the committees. If everyone on the committee wanted to keep the same Chair forever, they should be allowed to. If there was a Chair who was a problem, then the Committee could appoint a new Chair.

Mayor Davis agreed there was no problem. The reason he had endorsed having a policy was because some people who were very good became Chair for life. Individuals who might blossom and bloom didn't get the opportunity to take on the responsibility. He thought rotating every two years took on a self-renewing property.

Councilmember K. Comstock supported the proposed policy. It was important for committee members to understand what it took to lead a committee. From time to time, there would be people who no longer wanted to be Chairman. One way to avoid a vacuum was to have the Chair and Vice Chair take turns doing things. Additionally, it opened up opportunities for creative thinking. When people were moved around in different leadership situations, they also developed. Even on the Council, one person did not serve as Mayor for 4-5 years. There might also be some extenuating circumstances where exceptions to the policy could occur. Additionally, being a Chairman was a lot of work. Often, the Chairman ended up doing a lot of the work that could be done by the members. The Chairs didn't have the kind of staff support that the Council had; to avoid burnout, they deserved a break. Overall, he thought the policy would have more benefits than create problems.

If the Council adopted the policy, Mayor Davis suggested starting the clock a year from now. That way, people wouldn't be displaced because they already served two years or more as Chairman.

Councilmember G. Comstock suggested exploring some intermediate ground before taking this kind of rigid step. It might be appropriate to set up a committee chairman training operation; a consultant could provide a weekend training session that would coach the Chairs in doing their job in a way that would keep them fresher and bring along juniors with more responsibility.

Councilmember Merk reiterated that he thought the policy was completely unnecessary. With the exception of the Teen Committee, all of the members of the committees were adults who were perfectly capable of assessing whether they were burned out, frustrated, or wanted to continue the job. If someone wanted the job they could make it known to the rest of the committee without ostracizing themselves. This policy was

an additional layer of regulation that would make it harder to keep volunteers.

Councilmember Driscoll said he thought most of the Chairs were probably desperate to hand the gavel to someone else. Having a policy in place before there was a problem would be beneficial for when it was needed. He thought that if anything was going to be put in place, it should be as flexible as possible. He felt

the Chairs should have something in place to show the other members that after two years, someone else

needed to step forward. Councilmember Merk said he could agree with that argument. It would be nice for a Chair to say that he was supposed to step down if he didn't want the job, but he did not see that flexibility in the policy.

Councilmember K. Comstock said there was an unevenness of leadership and Chair capability in the Town's committees and commissions. Some were not as good as others at running meetings which could also drive away volunteers. This policy could be a remedial factor in those areas where there were problems. Councilmember Merk said it was incumbent on the liaisons to train the Chairs. If that was not being done, he agreed something should be set up to provide some training.

Mayor Davis said he agreed that there should be a way to relieve Chairs who felt trapped. It would also provide some rejuvenation for those bodies that were having problems.

Bill Pickering said he felt the policy had been directed at him, which was one of the reasons he resigned. As far as being trapped or finding a way out, he did not feel that was a problem. One of the problems he had was the amount of time it took to get a project through. The same issues were discussed over and over again at meetings because progress was not being made with Town staff or Council. He wanted to stay on his committee because he wanted to get the Town Center park done. In two years, he could probably be Chair again and pick it up again. Both the Trails Committee and Parks and Rec had pointed out frustrations in working with staff. He felt better communication was needed.

Responding to Councilmember G. Comstock, Mr. Pickering said there were much bigger problems than rotation of committee Chairs such as developing teamwork between the committees, Council and staff. It took months to get his committee's items agendaized and get something done. That was very frustrating. Councilmember Driscoll pointed out that the committee liaisons reported to the Council every meeting. Items also had to be prioritized for agendas. Councilmember G. Comstock suggested doing some team building exercises.

Councilmember Driscoll said the policy needed more work. He wanted a document that would: 1) help the Chairs and volunteers get some fresh perspectives; and 2) provide an opportunity for turnover if it was desired. He was not in favor of a document that would discourage wonderful volunteers from being on the committee. He was comfortable with making the policy more flexible and more constructive. He suggested asking the Chairs to make some recommendations on what would help them be more effective and help their committees function better. Responding to Mayor Davis, he suggested staff write a memo to the Chairs indicating that the Council was concerned about whether the Town's process of running committees was as effective as it could be and ask for their advice on how leadership was created, etc. Council agreed.

(11) Expenditure Request for Rossotti's Field Renovation Project Fundraiser

Mr. Pickering said \$100,000 from fundraising was included in the budget as part of the \$400,000 Rossotti Field renovation project. To raise that \$100,000, he reviewed what the Committee was proposing as set forth in the Committee's memo. Nothing had been budgeted to accomplish the fundraising. He noted that

the Committee was also working with the four organized users of the field on fundraising. Some concerns had been raised about tying donations to use of the field. There had also been some discussion about including Woodside in the mailing, but that would give Woodside some sense of entitlement of the use of the field. Concerns had also been expressed about on-going maintenance. He pointed out that the largest fundraising opportunity was during the soccer season which was now almost over.

Councilmember K. Comstock noted that a consensus had been reached on what the modified field should

be, and it was agreed that hiring a consultant for the design was money well spent. At this point, the issue was whether the Town should underwrite an outreach program to get contributions. He stated that any donation would not come with an entitlement for use of any part of the field. Scheduling would be done in the most rational way possible to give everyone the best opportunity to use the field.

Responding to Councilmember Driscoll, Mr. Pickering asked for an amount "not to exceed" \$5,000. The mailing for Little People's Park was \$3,400; from that, \$40,000 had been raised with a commitment for another \$25,000. Councilmember Driscoll moved approval of \$5,000 for the fundraising effort. Councilmember G. Comstock seconded the motion.

Responding to Councilmember K. Comstock, Mr. Pickering said he would work with Town staff on the material publicizing the fundraising. Councilmember K. Comstock asked staff to ensure that there was no misunderstanding in the material that went to the various organizations.

Responding to Councilmember Merk, Ms. Howard confirmed that any letter that a Committee wanted to send out had to be approved by the Town Administrator. Councilmember Merk said he had no problem with a sign being placed at Rossotti's indicating the progress of the fundraising, but it would need to be consistent with the sign size ordinance. Additionally, he said timing was very important in fundraising. You only got one chance, and he urged that the Committee consider very carefully what the best timing was. Because the best time had passed, he felt the next best thing was ASAP. Mr. Pickering agreed this was not good timing but that some people might be interested in a tax savings. He was concerned about waiting until spring.

Mayor Davis called for a vote, and the motion carried 5-0. Responding to Ms. Howard, Councilmember Driscoll suggested the money should be taken from contingency funds. In response to concerns about maintenance, he suggested advising the leagues that assurances about maintenance 5 years from now could not be made. It was, however, the intention of the Town to maintain all of the facilities as best it could.

The problems with Rossotti's field had not occurred because the Town did not care about it; the design of the field was the problem. Councilmember K. Comstock noted that the designer would be providing suggestions for on-going maintenance. Councilmember Merk pointed out that there was always a conflict between the need to use the field and the time needed to do maintenance.

(12) Dedication of Improvements at Ford Field

Ms. Sloan reviewed her memo of 11/7/02 and recommendation to officially accept improvements made by the Alpine/West Menlo Little League at Ford Field.

Councilmember Merk said the Little League had been asked to make this dedication as soon as the improvements were made. There had been an 8-month delay in getting this accomplished, and now the Little League was asking the Town to backdate the maintenance responsibility. Ms. Sloan said she recommended backdating to March 26 because she did not think the Board had been fully informed about the issue. She said Rob Saloman, Alpine/West Little League, had signed and entered into the agreement.

He had not wanted to sign the letter dedicating the improvements because he did not want adult softball players using the field and the improvements that the Little League had paid for. Once informed of the problem, Lindsay Bowen had been helpful in resolving the dispute. She felt it was appropriate to backdate the maintenance and that the Town would be glad to take it over. Responding to Councilmember Merk, she confirmed that the improvements were inspected and found complete on March 26. Councilmember K. Comstock said he liked the idea of backdating it and not leaving a gap where at some later date the Little

League could claim that they owned the improvements.

Councilmember Driscoll moved approval of Resolution No. 2033-2002 Accepting Improvements Made by the Alpine/West Menlo Little League, and Councilmember K. Comstock seconded. Councilmember Merk said he would vote "no" because he felt the Little League should do the maintenance for 1 year from the date of acceptance which was today. Mayor Davis called for a vote, and the Resolution passed 4-1.

Ms. Sloan noted that her office had been in touch with the District Attorney about the damage done to the creek. They were working with two individuals to reach a settlement. Councilmember Merk said a drain had been capped that would not allow water to drain from the parking lot. Ms. Howard discussed recommendations made by Fish and Game with respect to the material left on the parking lot. She noted that there was \$26,000 in the budget to redo the parking lot.

#### WRITTEN COMMUNICATIONS

(13) Town Council 10/25/02 Weekly Digest

(a) Memorial for Herb Dengler

Referring to the letter from Nancy Lund and Jean Lane on a memorial for Herb Dengler, Councilmember Merk said Mr. Dengler's house was in the process of being rented as Mrs. Dengler was going to a nursing home. That yard had some of the most significant redwood trees in Town, and he suggested the Town explore the possibility of buying the property when it came on the market. Turning the house into the Town's museum would be a good way to honor Mr. Dengler, the trees, and the environment he created there.

Councilmember Driscoll like the concept but noted that there were a lot of issues to be considered such as the residential zoning, cost of real estate, etc. He also questioned whether Mr. Dengler would want the Town to buy his house for a museum or buy a piece of property on the western hillsides. Councilmember Merk felt Mr. Dengler would like to see the redwood trees protected; there was nothing in place to protect the trees. Councilmember K. Comstock said this would need to be worked out with those who would inherit the property.

Mayor Davis noted that Ms. Lund's letter contained a number of suggestions. Councilmember Driscoll suggested responding to the letter by indicating that the Council was fully cognizant of the importance of a memorial and was contemplating ideas.

(14) Town Council 11/1/02 Weekly Digest

(a) CalFed Bay-Delta Program

Councilmember Merk suggested that the agendas for the meetings related to the CalFed Bay-Delta Program not be included in future digests. Councilmembers agreed.

(15) Town Council 11/8/02 Weekly Digest

(a) San Mateo County Transit District Board

Referring to the letter from Jim Hartnett asking for support on the upcoming election to the San Mateo County Transit District Board, Councilmembers discussed Sam Trans issues of importance to residents and asked

Mayor Davis to vote accordingly.

(b) Community Clean-up Event

Referring to Ms. Powell's memo on the clean-up event, Councilmember Merk said the event had been well attended, but there had been a traffic problem. The chipper had also been put right next to the MUR. Ms. Howard said lessons had been learned, but this was something that the community clearly needed.

ADJOURNMENT

The meeting was adjourned at 11:25 p.m.

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Mayor

\_\_\_\_\_  
Town Clerk