

TOWN COUNCIL MEETING NO. 792, MAY 26, 2010

ROLL CALL

Mayor Toben called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance. Ms. Howard called the roll.

Present: Councilmembers Maryann Derwin, John Richards and Ann Wengert, Vice Mayor Ted Driscoll and Mayor Steve Toben

Absent: None

Staff: Angela Howard, Town Manager
Janet McDougall, Assistant Town Manager
Sharon Hanlon, Town Clerk
Howard Young, Public Works Director
Brandi deGarmeaux, Sustainability & Resource Efficiency Coordinator

Others: Anne Campbell
Shelly Sweeney

ORAL COMMUNICATIONS

None

CONSENT AGENDA

Aye: Councilmembers Derwin, Richards and Wengert, Vice Mayor Driscoll and Mayor Toben

No: None

(1) Approval of Minutes – Regular Town Council Meeting of May 12, 2010

Vice Mayor Driscoll moved to approve the minutes as amended. Councilmember Richards seconded, and the motion carried 5-0.

By motion of Vice Mayor Driscoll, seconded by Councilmember Derwin, Items 2, 3, and 4 were approved with the following roll call vote:

Aye: Councilmembers Derwin, Richards and Wengert, Vice Mayor Driscoll and Mayor Toben

No: None

(2) Warrant List of May 26, 2010 in the amount of \$171,917.02

(3) Recommendation by Assistant Town Manager – Alpine Beer Garden Lease Renewal

(a) Authorize Mayor to execute Lease Agreement

(4) Adoption of Green Building Ordinance – Adding Chapter 15.10 (Green Building) to Title 15 (Buildings and Construction) of the Portola Valley Municipal Code and Resolution Adopting Green Building Standards for Compliance.

- (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Adding Chapter 15.10 (Green Building) to Title 15 (Buildings and Construction) of the Portola Valley Municipal Code (Ordinance No. 2010-386)
- (b) A Resolution of the Town Council of the Town of Portola Valley Adopting Green Building Standards for Compliance (Resolution No. 2940-2010)

REGULAR AGENDA

(5) Public Hearing – Adoption of Solicitation Permit Application Fee [7:39 p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Establishing a Solicitation Permit Fee (Resolution No. 2491-2010)

Mayor Toben opened the public hearing, there were no comments, and the hearing was closed.

Councilmember Wengert moved to adopt the Resolution of the Town Council of the Town of Portola Valley Establishing a Solicitation Permit Fee. Councilmember Richards seconded, and the motion carried 5-0.

(6) Recommendation by Public Works Director – FY 2010/2011 Street Resurfacing Program [7:40 p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the Town Manager to Enter into a Letter Agreement with Nichols Consulting, CHTD for the FY 2010/2011 Street Resurfacing Design (Resolution No. 2492-2010)

Mr. Young referenced his May 26, 2010 memorandum to the Town Council regarding the next fiscal year's street resurfacing program, which will focus on Alpine Road and five or six residential streets. Vice Mayor Driscoll, calling attention to Mr. Young's May 18, 2010 memorandum in the May 21 Weekly Digest, observed that the bids were substantially lower than the design estimate. Mr. Young added that with the current project, starting on June 7, 2010 (FY1009/2010), one bid was substantially lower than all the estimates as well as all of the other bids.

Councilmember Derwin moved to adopt the Resolution of the Town Council of the Town of Portola Valley Authorizing the Town Manager to Enter into a Letter Agreement with Nichols Consulting, CHTD for the FY 2010/2011 Street Resurfacing Design. Vice Mayor Driscoll seconded, and the motion carried 5-0.

(7) Recommendation by Administrative Services Officer – Agreement to provide Information Technology Services and Support to Town Hall [7:42 p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement Between the Town of Portola Valley and the City of Redwood City (Resolution No. 2493-2010)

Ms. Howard noted that several members of the staff have met with Tony Gelphman, Manager of the City of Redwood City's IT Department and were very impressed with his group's knowledge and their service track record with other communities. In response to Councilmember Wengert, she said that 14 people comprise the IT staff. Although almost all work will be performed within the normal workweek (8 a.m.-5 p.m., Monday through Friday), the agreement does provide for 24-hour service if needed. Councilmember Wengert wanted assurance that if the server goes down on a weekend, there would be a contact available.

Councilmember Richards asked about the process used to find Redwood City's IT Department as a service provider. Ms. Howard said that Mr. Gelpman was working with Ms. deGarmeaux and Ms. Hanlon in putting together the Staff Report about paperless packets, and he offered to come out and explain all that Redwood City's IT services encompassed. Councilmember Wengert asked how costs compare to what the town has been paying Two Fish West, Margaret Atmar's firm. Ms. Howard said that the hourly rate will be about 25 percent higher, but the initial plan is to use the services for 12 hours per month – three set hours each week – rather than the 15 hours in the prior contract.

In response to a question from Councilmember Derwin, Ms. Howard enumerated other clients served by the Redwood City IT Department, including Burlingame, East Palo Alto, Atherton, Los Altos Hills, San Bruno and Saratoga, as well as Woodside Fire District, Port of Redwood City, Menlo Park Fire District, Redwood City School District, Colma Fire Protection District and some smaller agencies. Mr. Gelpman and his staff are Redwood City employees; in fact, the contract is with the City of Redwood City, for which the IT Department generates some revenue. Ms. Howard said she doesn't know how long Redwood City has been contracting these services out.

Mayor Toben referred to conversations going around on the Peninsula about one city turning its police services over to another. Ms. Howard said this is one of the ways municipalities are reducing costs by engaging other municipalities to perform certain functions. Vice Mayor Driscoll pointed out the inherent security danger in concentrating IT services with one person. In case of a mistake, such as a breach in the firewall, it can expose a large region to the risk. He also is concerned about potential conflicts and a greater-than-desirable degree of transparency for Portola Valley if any adversarial relationship develops with Redwood City.

Ms. Howard emphasized that the IT group would work with Portola Valley's IT organization, its systems, hardware and software; they are not trying to get all of their clients on the same platform, using the same software and so forth. At the same time, they can get better prices when they buy in bulk (from Dell). Vice Mayor Driscoll said that Ms. Howard's response addressed his first concern, and he said he considers the second so unlikely he is not so worried about Portola Valley's IT data and resources being visible to Redwood City employees. He said that it would be good to remain mindful of that potential exposure if a conflict does arise.

Councilmember Richards moved to adopt the Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement Between the Town of Portola Valley and the City of Redwood City. Vice Mayor Driscoll seconded.

Councilmember Wengert, who finds it unusual that a municipality is in the "business" of providing IT services, said it raises some issues in her mind relative to how Portola Valley runs the relationship. She said that Ms. Nerdahl and her staff might find a three-hour visit each week more disruptive than helpful, if things are humming along. In her mind, Councilmember Wengert said a big value of IT services is being available when changes are needed, when unanticipated systems issues and problems arise. For those reasons, she would prefer to see Portola Valley retain maximum flexibility. In summary, as opposed to fitting into the Redwood City IT Department's box, she would rather make sure the relationship works well for the town.

Mayor Toben agreed, adding that it might prove more economical if the contractors do not come in when they aren't needed.

For the record, Councilmember Wengert thanked Ms. Atmar and her colleague for their efficient service over the past two years and for doing a terrific job in helping transition to the new website.

Mayor Toben called for the vote. The motion carried 5-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(8) Report from Sustainability and Resource Efficiency Coordinator – Safe Routes to School Recommendations from Coalition [7:54 p.m.]

Mayor Toben welcomed representatives of the Safe Routes to School Coalition, Anne Campbell and Shelly Sweeney, and invited Ms. deGarmeaux to introduce the item.

Ms. deGarmeaux expressed appreciation for the Coalition's support and work on the recommendations and report. With the support of the Town Council and the School District, she said, they expect to move something really positive forward.

Mayor Toben said that he was very impressed with the thoroughness of the work, and all involved deserve a real pat on the back for taking the task so seriously and producing such a comprehensive analysis of ways to maximize pedestrian routes to school, and encourage bicycling to get more people out of their cars. He asked whether there is a roster of Coalition members; he recalled that Councilmember Derwin has been actively involved and Ms. Sweeney. Ms. deGarmeaux added Ms. Campbell, School Board member Tom Keating, Corte Madera principal Carol Piraino, Ormondale principal Jennifer Warren, Ormondale student council member Elizabeth Shaffer and her Corte Madera counterpart, as well as Mr. Young. She said the Trails & Paths Committee also participated to a certain extent.

Mayor Toben said that the Coalition seeks the Council's endorsement of its recommendations, a green light to proceed with implementation and a commitment from the Council to participate in areas in which the town has responsibility. He invited other members of the Coalition to speak.

Ms. Sweeney, mother of two children in the school district, said she grew up in Portola Valley at a time when she and her peers walked and biked everywhere, and said it would be great to see that again. She recalled that the Coalition's work began nearly six years ago with the first Bike/Walk to School Day, which then expanded. She said that the Coalition's efforts complement the development of Portola Valley's new Town Center and further the town's growing reputation as a green community. Ms. Sweeney thanked the Coalition, the school district and the principals for their support as the program continues.

Ms. Campbell recognized Ms. deGarmeaux for all of her work, crediting her with a lot of the thoroughness and detail in the recommendations and the report. She also acknowledged Ms. Shaffer as the Coalition's "student voice." As the survey results and some comments indicate, she said that the Coalition was probably best informed by student perceptions, because they are the ones who will be riding their bikes or walking. She also thanked Ms. Sweeney, who since the inaugural Bike/Walk to School Day has been a real advocate in encouraging students to get out of cars to go to and from school. Ms. Campbell also emphasized that the Coalition's efforts, a positive collaboration between town government and the school district, represent a "work in progress." She looks forward to a continuation of the effort, but noted that it will not be easy to get people out of their cars.

Mayor Toben said that nothing pleases him more than increasing integration of efforts between the school district and the town, because the two entities share aspirations for residents of all ages, and any chance to bring their individual agendas together is welcome. He thanked Ms. Shaffer for all she has done, and for coming to the meeting.

Vice Mayor Driscoll wondered whether the Woodside Priory's low response rate to the parent survey might have been due to insufficient outreach or the fact that few Portola Valley students are enrolled at the Priory. Ms. deGarmeaux said they might have done a better job of involving the Priory, but explained that in addition to the difficulties of coordinating efforts among so many people, the Priory has taken a somewhat different approach to transportation with its Carpool to School Program and a shuttle service

that runs between the school and the train station. She described the Priory's involvement at this stage as a "first go."

Councilmember Derwin asked whether the Traffic Committee is still functioning, because it has a key role in the recommendations the Coalition put forth. She also pointed out that the Trails & Parks Committee has not been particularly interested in supporting the Coalition's efforts. Mayor Toben said that the Traffic Committee exists but has not been active. He wanted to talk about its role as well as that of the Trails & Parks Committee later.

Mayor Toben asked if Councilmembers wanted to address any particular recommendations.

Vice Mayor Driscoll noted that the second-largest response concerned separation from traffic. As road resurfacing, grading and re-grading take place, he suggested creating a greater degree of separation. He also noted that the trail that goes from Corte Madera School down to the intersection of Alpine and Portola Roads gets little use. People walk along the side of the road instead of taking the trail. We should look to find if there are ways to provide better separation, that is among the primary reasons why parents do not allow their children to walk. Councilmember Richards said that trail is one of the most critical for the whole Coalition program.

Mr. Young said that Public Works is looking to make improvements on that section of road, and at the mouth of Indian Crossing as a part of the resurfacing project. He will report back at a later date more specifically what those improvements might be, but expects the town would frown on a sidewalk.

Vice Mayor Driscoll said he has the impression that a lot of children are wheeling bags, as opposed to carrying them, which doesn't work so well on trails. Another possibility might be resurfacing trails to be more "wheelable." This is an issue that could be addressed through engineering design rather than behavioral changes. Mr. Young suggested perhaps adding a paved trail there, but it would require getting land from the Woods property to have enough room, because equestrian users would not like a fully paved trail.

Mayor Toben asked whether anyone "recoils in horror" at the idea of hard-packed trail for children to get from Corte Madera to the intersection of Alpine and Portola. Not all surface options are inhospitable to multiple users, he said. It's not necessarily a choice between asphalt and sand; there is fertile ground for exploring a variety of alternatives.

Councilmember Richards said that it would be upsetting to go to all the expense of expanding and improving trails if it turned out that they weren't used. Vice Mayor Driscoll pointed out that with the trail in front of the Town Center, there was a concern that it was an equestrian trail immediately adjacent to the road. Although it has not been installed yet, the solution was to add an open-rail fence to separate the trail from the road. Fencing to separate walkways from roadways, rather than sidewalks, might be an alternative in particular sections of trail, he suggested. He added that the Trails & Parks Committee and Traffic Committee should be forthcoming with recommendations about which sections warrant such special treatment. Councilmember Richards also pointed out that wide rights-of-way in many areas give room to maneuver.

Councilmember Wengert said that the safety issues and the surface issues can be addressed. What she found most telling, and troublesome, in the responses is that only 7% of the people were willing to do something. As she interprets it, that means it either isn't a high priority (when it probably is in fact quite a high priority) or they are unwilling/unable to make the time commitment necessary. We have to find incentives that make people want to get out of their cars, she said.

Mayor Toben indicated that clearly there are many opportunities for discussion, as the Safe Routes program could unfold over a period of time with some significant financial questions along the way. The

more immediate question, he suggested: "What process does the town undertake to advance that agenda?" This gets back to Councilmember Derwin's earlier observations about the Traffic Committee and the Trails & Parks Committee.

Councilmember Derwin, having served as liaison to the Trails & Parks Committee for some years, said that its members believe trails should be for equestrians, not bicyclists. Barring a major change in the Committee's composition, she said they will not budge on their position about sharing trails. Accordingly, she is doubtful that the Safe Routes initiative will move very far if the Trails & Parks Committee is asked to advance it.

Mayor Toben noted that many years ago, it was established that certain destination trails – including trails to Corte Madera and Ormondale – are in fact multi-user trails. Although it may not be popular among some Committee members, that is the reality. He shares Councilmember Derwin's concern, and said understandings have to be reached about how this plays out.

Mayor Toben asked for suggestions about the involvement of the Trails & Parks Committee and Traffic Committee at this stage. Councilmember Wengert, although somewhat reluctant to recommend creating another multidisciplinary task force, said that this situation might lend itself to a group with broader representation of both committees, the Town Council and the Planning Commission as well as the Coalition. The group would listen to issues specifically related to the worthy, long-term goal of Safe Routes and try to move it forward. Mayor Toben said that he much prefers Councilmember Wengert's idea to delegating the next set of exercises to the Trails & Parks Committee. While the Coalition had recommended a clear timetable, Councilmember Wengert added that going the route of an ad hoc committee would ensure a role in managing the process. Mayor Toben suggested that Ms. deGarmeaux work on organizing such an ad hoc committee that represents multiple interests and multiple stakeholders to be charged with implementing some of the recommendations. Councilmember Wengert suggested that Councilmember Derwin might work with Ms. deGarmeaux on selecting potential members of this ad hoc committee.

Vice Mayor Driscoll, who suspects that many of those driving too fast may be parents in a hurry to get their children to or from school, suggested that perhaps photographing speeders from the speed trailer site on Portola Road – not necessarily for ticketing but for warnings – might be helpful. Mayor Toben suggested that the new ad hoc committee might consider that.

Getting back to the Coalition's recommendations and report, Mayor Toben suggested that the Town Council might consider taking an action to endorse them, to encourage further efforts going forward, to constitute a new ad hoc committee of stakeholders committed to taking the next steps, and to thank the Coalition for its good work. In tonight's discussion, he noted, some of the recommendations have been altered – in terms of assignment to the Traffic Committee and the Trails & Parks Committee, but otherwise Mayor Toben said he thought it would be appropriate to give the Town Council's blessing to the Coalition's effort.

Councilmember Derwin made a motion endorsing the fine work of the Coalition, directing the Public Works Director, Council liaisons and Ms. deGarmeaux to assemble and work with an ad hoc committee to review the action areas and recommendations from the Coalition, investigate the issues and develop recommendations. Councilmember Richards seconded, and the motion carried 5-0.

(9) Recommendation by Town Manager – Not-for-Profit Agency Funding Requests [8:14 p.m.]

Mayor Toben referred to Ms. Howard's May 25, 2010 memorandum regarding the annual non-profit agency funding requests, and invited Ms. Howard to make any remarks.

Ms. Howard said that each year the Town Council goes through a list of potential recipients, has a discussion and decides what goes in the first-draft budget. Last year, the Council approved \$13,000 in donations, but the \$5,000 earmarked for CERPP was not paid. Both Woodside and Portola Valley determined that unless CERPP has a particular need, no funds will be authorized. CERPP has more than \$60,000 in its bank account, and has not made any significant expenditures in several years. Mayor Toben asked whether CERPP has any spending plans in place; Ms. Howard said not at this point. In her role as a CERPP board member, she added, she always encourages CERPP to spend.

Ms. Howard also raised the question about whether it is appropriate to think about donations when finances are tight, but recognizes that its support of non-profits is a longstanding tradition.

Mayor Toben said that he and Vice Mayor Driscoll met recently with Ms. Howard, whose original recommendation had been to zero out nonprofit funding requests this year. Given Portola Valley's history of providing support and the fact that some of the funded agencies' work is important to the town, Mayor Toben and Vice Mayor Driscoll felt that it would be draconian to eliminate the donations entirely. They suggested scaling back instead. Consequently, Ms. Howard's memorandum proposes proportionate reductions to reach a level more in keeping with budgetary considerations.

Councilmember Derwin asked whether the town has contributed to Joint Venture Silicon Valley or HIP Housing (Human Investment Project) before. Ms. Howard said no. Vice Mayor Driscoll pointed out that Joint Venture's letter requesting support mentions partnerships with practically every municipality in the area except Portola Valley.

In response to Councilmember Wengert's inquiry about why the San Francisquito Watershed Council did not request support this year, Ms. Howard said the group has pretty much disbanded.

Councilmember Wengert asked to confirm that if the figures were removed for Jobs for Youth, HIP Housing and Joint Venture Silicon Valley—which Ms. Howard recommended not funding this year—total requests for 2010-2011 come to \$4,300, about half of the maximum. Mayor Toben confirmed her understanding, noting that total would represent a 70% reduction in one line item in the town budget.

Reasoning that the two organizations provide services that specifically affect the town, Vice Mayor Driscoll moved to fund Sustainable San Mateo County and the Peninsula Conflict Resolution Center in the amounts of \$3,000 and \$1,300, respectively. Councilmember Wengert seconded and the motion carried 5-0.

(10) Reports from Commission and Committee Liaisons [8:20 p.m.]

(a) Trails Committee

Vice Mayor Driscoll reported that the Trails Committee meeting was canceled and due to his absence Councilmember Derwin covered the Conservation Committee.

(b) Emergency Preparedness Committee – see Item (j)

Vice Mayor Driscoll said he missed the Emergency Preparedness Committee meeting. The Committee has no regular schedule, and it is difficult to liaise with a moving target. Angie pointed out that the Committee does have regular meetings, but the group is so activated that special meetings take place frequently. Mayor Toben said that he covered the meeting that Vice Mayor Driscoll missed, and that a subcommittee meeting was coming up May 27, 2010.

(c) Cultural Arts Committee

Councilmember Derwin reported that Laurence Marks, who is working on Movie Night, has accepted a full-time job and can no longer attend meetings. The first Movie Night will be Friday, August 20, 2010, featuring Pirates of the Caribbean and the committee will be selling popcorn and drinks to help defray expenses. Music Night, organized by Paige Fulkerson, will hold its first event from 6:30 to 8 p.m. on Friday, June 25, 2010. It will feature the San Francisco Bay Jazz Ensemble – a 17-piece big band of which Councilmember Richards is a member. Mayor Toben said he hoped there would be good publicity on Music Night, and Councilmember Derwin said there would be.

Councilmember Derwin said there has been a change to the tile mounting idea. Committee co-chair Susan Thomas saw something she liked akin to a realtor's sign that would allow the tiles to be placed in the Redwood Grove. The Committee went through several votes and they ultimately decided to mount the two smaller tiles as previously discussed and look into the alternative mounting idea for the two larger tiles.

The Cultural Arts Committee discussed the bronze sculpture donation by **Sherry** Cagan. Some members suggested a policy or criteria about accepting such donations is appropriate and the issue will be coming to the Town Council.

(c) City/County Association of Governments

Reporting on the C/CAG meeting, Councilmember Derwin said that Millbrae City Councilmember Gina Papan is urging all member cities to pass resolutions in support of SB920 (concerning opting out of white pages listings in telephone directories). Councilmember Derwin suggested that she may bring the resolution to the Council for consideration.

C/CAG approved hiring a dedicated staff person to deal with the National Public Discharge Elimination System (NPDES) requirements since the reporting has become so onerous and technical that the cities all need help with it. Because the position pays \$200,000 annually, C/CAG members engaged in considerable discussion prior to approval. The additional cost will not be reflected in a C/CAG dues increase, Councilmember Derwin said.

SB83 allows counties to charge an annual fee of up to \$10 on motor vehicle registration for transportation purposes. C/CAG would like to increase San Mateo County's current \$4 toward the maximum, and proposed spending money polling voters to see whether it makes sense to put the question on the November ballot. Some members suggested that the November ballot will be so full that voters will simply vote no on everything. More members, however, favored at least polling to see how the issue plays out.

(c) Council of Cities

Councilmember Derwin also attended the Council of Cities meeting in Half Moon Bay. The guest speaker was Portola Valley resident Laura Stec, author of *Cool Cuisine: Taking the Bite out of Global Warming*.

(d) Conservation Committee

Councilmember Derwin, filling in for Vice Mayor Driscoll at the Conservation Committee meeting, reported that Slender False Brome apparently is spreading via the wheels of mosquito abatement trucks. Vice Chair Paul Heiple figured this out because the weed has been found at Jasper Ridge, on a road that only the mosquito abatement trucks use.

The Conservation Committee also discussed the Living with Wildlife event, and although they said the content was good, members were disappointed with the attendance. Next time, the event probably will run two hours instead of three. They may schedule an event this fall with the focus on native plants, and another in February focusing on "The 10 weeds that need to be pulled or cut down".

Councilmember Derwin said the Committee also worked on lists of “strongly discouraged” plants and the native plant list. They discussed having a table at the holiday crafts fair, converting lawns to native grasses and developing a stronger presence on the town website, with Committee member and archivist Dieter Walz working on assembling old documents. However, the Committee probably will not have a table at the picnic.

Noting that the Committee had trouble using the projector at the Living with Wildlife event, Councilmember Derwin asked whether the town had recently purchased a new projector. Ms. Howard said that she is pricing them.

SOD (Sudden Oak Death) remains an issue, but it differs from year to year. Matteo Garbelotto, an environmental science professor and SOD expert from the University of California, Berkeley, was in Portola Valley recently. The responsible pathogen’s presence depends on the path of warm weather and rain, and this year has been a bad one for SOD. Vice Mayor Driscoll said this spring has been bad for SOD. The town needs to set the example in treating to prevent the spread of the disease.

(e) Historic Resources Committee

Councilmember Derwin relayed a request from Historic Resources Committee chair Nancy Lund. *The Almanac* is closing its quarters on The Alameda and consolidating with Embarcadero Publishing Co., its parent company, in Palo Alto, so Portola Valley has been offered its bound archives from day one (from 1965). Ms. Lund, who feels this is an amazing opportunity to have as an historic resource, has accepted the offer, but there may be more volumes than the Historic Resources Room can accommodate – perhaps about 10 to 15 linear feet with 14 or 15 inches of headroom.

Vice Mayor Driscoll suggested that maybe the archives might be digitized. **David Boyce** of the Almanac said that the volumes are so tight that the books don’t open flat enough to even be able to read the center articles, let alone scan or photocopy them. Vice Mayor Driscoll pointed out that a professional would cut the binding off to digitize the pages, but he wondered what it would cost. **Ms. Howard** suggested possibly off-site storage, because the town has very little storage space anywhere. Mayor Toben asked Ms. Howard to develop a statement identifying potential storage sites as a starting point.

(f) Cable & Utilities Undergrounding Committee

Councilmember Richards reported that the Committee met and put together a memorandum on the new Rule 20A district that will be delivered to Town Council members on June 9, 2010. Ms. Howard indicated the SAMCAT issue has been resolved.

(g) Planning Commission

Councilmember Richards reported that the Planning Commission approved a couple of site development permits on May 19, 2010, and briefly discussed T-Mobile.

(h) San Mateo County Council of Cities

Councilmember Richards said that he attended the San Mateo County Hispanic Chamber of Commerce’s “Mayors’ Diversity Celebration” awards on May 20, 2010.

(i) Parks & Recreation Committee

Councilmember Wengert attended the Parks & Recreation Committee meeting on Monday, May 17, 2010, when the primary discussion focused on the upcoming Town Picnic and the Zots to Tots Fun Run. At this point, they are talking about ending the race in front of the Historic Schoolhouse.

The Committee also talked about the renovation of Ford Field. The Little League's recommendations seem unclear, so the Committee has asked for specific recommendations for first steps. The field alignment, in terms of the sun angle, is the issue getting the most attention.

The Tennis Courts Subcommittee discussion centered on the success of the adult evening classes and some of the others. Everyone is very happy with the new instructor, Corrine Mansourian. The schedule is being tweaked.

The Committee has lost the services of Mark Lockareff, who resigned, and is seeking good candidates.

(j) Emergency Preparedness Committee

Mayor Toben said that he is impressed by how well the Emergency Preparedness Committee is coming together, its dynamic for dividing up the labor and its highly capable members. He said they spent a good portion of the last meeting discussing June 30, 2010 exercise during the Special Council meeting, which Mayor Toben is helping design. He said to come prepared for a "real live-action event with a few surprises."

After the Emergency Preparedness Committee's meeting, Mayor Toben said he spoke with chair Chris Raanes, along with Ray Rothrock, who is a ham radio operator, who are energized to develop a core of hams who would be on call and available after a disaster and to help develop an emergency call-out system. There was some talk about having a breakfast with ham operators on the day of the Town Picnic at the EOC to introduce them to the town's infrastructure.

Ms. Howard agreed that the Emergency Preparedness Committee is a good group with a lot of energy. Their approach to dealing with some of the overwhelmingly large projects is to break them up into pieces. She said she will meet with Derry Kabcenell and Anne Kopf-Sill to go over some of the preparations for the June 30 exercise, and also to have in the Emergency Operations Center materials.

WRITTEN COMMUNICATIONS [8:49 p.m.]

(13) Town Council 5/14/2010 Weekly Digest

(a) Emergency Preparedness Training

Ms. Howard noted that 18 people – the entire town staff plus three members of the Library staff – were certified in CPR on May 25, 2010. She is looking into getting an AED (automated external defibrillator) available in the Library and one at Town Hall. Mayor Toben said that it would be ideal to have three, one in each building, but if only two are possible, it might be more important to have one at the Community Hall than the Town Hall for after-hours incidents.

(b) San Mateo County Mosquito and Vector Control's Entomology Report – April 2010

Vice Mayor Driscoll said that he spoke with Joe Fil, a trustee on the San Mateo County Mosquito and Vector Control District representing Portola Valley. Mr. Fil indicated that the District would like to come to a Town Council meeting within the next couple of months to give a quick report on what they're doing. Vice Mayor Driscoll suggested June 23, 2010. Ms. Howard will put the item on the agenda.

(14) Town Council 5/21/2010 Weekly Digest

(a) Atherton Request to Oppose Assessment

Vice Mayor Driscoll said that as a courtesy we should consider the Town of Atherton's request to oppose assessment of costs of Context Sensitive Solutions relative to high-speed rail. He said that he personally would prefer not to take an official position.

Mayor Toben said that item two under separates, he is inclined to go in the opposite direction of what Atherton is recommending. Ms. Howard confirmed that the Council wanted her to have a resolution on the agenda in support of AB32.

ADJOURNMENT: 8:55 p.m.

Mayor

Town Clerk