

TOWN COUNCIL MEETING NO. 838 APRIL 11, 2012

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

Present: Councilmember Ann Wengert; Vice Mayor John Richards; Mayor Maryann Derwin

Absent: Councilmembers Jeff Aalfs, Ted Driscoll

Others: Barbara Powell, Interim Assistant Town Manager
Tom Vlastic, Town Planner
Karen Kristiansson, Principal Planner
Brandi de Garneau, Sustainability & Resource Efficiency (SURE) Coordinator
Howard Young, Public Works Director
Leigh Prince, Town Attorney Representative

ORAL COMMUNICATIONS

None.

CONSENT AGENDA [7:31 p.m.]

- (1) Approval of Minutes: Regular Town Council Meeting of March 28, 2012
- (2) Ratification of Warrant List: April 11, 2012 in the amount of \$118,243.00
- (3) Recommendation by Public Works Director: Request Approval of a Resolution Authorizing a Professional Services Agreement with Nichols Consulting Engineers and Approval of a Letter Agreement for the FY 2012/2013 Street Resurfacing Design Project.
 - (a) Resolution of the Town Council of the Town of Portola Valley Authorizing the Town Manager to Approve and Authorize a Professional Services Agreement with Nichols Consulting Engineers, CHTD, and to Authorize a Letter Agreement for the FY 2012/2013 Street Resurfacing Design (Resolution No 2549-2012)

By motion of Vice Mayor Richards, seconded by Councilmember Wengert, the Council approved the Consent Agenda with the following roll call vote:

Aye: Councilmember Wengert, Vice Mayor Richards, Mayor Derwin

No: None.

REGULAR AGENDA

- (4) Discussion and Council Action: Town Planner Vlastic and Principal Planner Kristiansson with a Request for Direction for the Process of Developing a Portola Road Corridor Plan as an Element of the General Plan [7:32 p.m.]

Mr. Vlastic indicated that the FY 2011-2012 Planning budget provided for starting the Portola Road Corridor Plan, which got underway but was slowed somewhat by the controversy surrounding a Conditional Use Permit application for the 555 Portola Road property of Dr. Kirk Neely and Holly Myers. He said the background report had been completed, and some options have been prepared for the

Council to consider in providing direction as the process proceeds. The goal is to have a plan ready for adoption by midyear 2012.

Ms. Kristiansson outlined the options. One approach, she said, would be via the Planning Commission process to gather input from the committees and use Planning Commission meetings as the primary arena for discussion. Another approach would involve establishing a task force – similar to what the Town used to address wireless communications facilities – to develop proposals for the Portola Road Corridor Plan to take to the Planning Commission and ultimately to the Town Council. She added that the staff report of April 11, 2012, spells out the steps involved in each of these approaches.

Vice Mayor Richards asked what Ms. Kristiansson and Mr. Vlastic consider pros and cons of the two approaches. Mr. Vlastic replied that they don't have strong feelings either way, but working with the Planning Commission is good in that it keeps the Commissioners up to speed and informed throughout the process. On the other hand, he said, the type of outreach that former Councilmember Steve Toben used in working with subcommittees and small groups might facilitate the public hearing process. The latter approach might take more time upfront, he added, but with good information and a focus on the issues, a task force could arrive at policy recommendations quite expediently. Either way, he said, it would be important for both the Planning Commission and Town Council to be aware of what's going on.

Councilmember Wengert, with questions about the overall goal of the plan, referred to some areas outlined as issues in the summary, including those related to a bicycle-safe trail, landscape and structures, and private property. She asked whether the plan process also should include analysis of distinctive features that have been identified along the Portola Road Corridor – such as the Stable Preserve, the Orchard Preserve, etc. She pointed out that historical documentation on the General Plan as regards this corridor has been cobbled together over many years.

According to Mr. Vlastic, the issues have focused on the visual conditions along the corridor, including the Neely/Myers property. Furthermore, among the reasons for involving the Open Space Acquisition Committee is to ensure that priorities relative to open space are considered. To date, he added, no attempt has been made to address wording in the General Plan relative to the Meadow Preserve. That work must be done, but it's considered a separate task.

Mayor Derwin asked whether the issue might be controversial. Mr. Vlastic expects that most of what's involved will be of a fine-tuning nature, but some areas – particularly in terms of the frontage of the Meadow Preserve, for example, tree-thinning and the berm, parking for the Midpeninsula Regional Open Space District (MROSD) property – may be challenging and perhaps dicey. He anticipates considerable input relative to some of these issues, but in terms of controversy, he doesn't anticipate anything along the lines of basement space vis-à-vis floor area ratio (FAR) questions.

Councilmember Wengert said that the Trails and Paths Committee, which put the Portola Road Corridor item on the agenda for its April 10, 2012 meeting, favors the task force approach due to the sensitivity and visibility of issues relating to the corridor and the wide-ranging constituency of committees and citizens who would want to weigh in.

Vice Mayor Richards added that the task force approach also might be somewhat more appealing to the public as well.

As a member of a number of task forces in the past and one who served two years as the Town Council's Planning Commission's liaison, Mayor Derwin recalled the Commission working through the basement, creek setback and other issues. Consequently, she feels the traditional Planning Commission approach is better suited in this situation than a task force. People know the Planning Commission's meeting schedule, she said, while task force activities are more under the radar. She also pointed out that the

Planning Commissioners are so fair that she's completely confident of their careful attention to ensuring a viable Portola Road Corridor Plan that best serves the community.

Councilmember Wengert suggested a possible hybrid approach. She said that the Planning Commission could focus primarily on how to implement whatever strategy comes forth, with the task force serving as a conduit for all interested parties to weigh in systematically. She pointed out that a task force could host some well-publicized meetings to ensure receiving input from citizens at large before any plan goes to the Planning Commission. Elaborating, she said the task force wouldn't go as far as the Ad-Hoc Springdown Master Plan Committee did in its work, but would put forth group comments and feedback and be a more robust way of involving the public than items on regular Planning Commission meeting agendas. She said that it's more likely to result in broader and more diverse input and greater participation, because otherwise people who are interested but don't attend Planning Commission meetings might end up being surprised.

In response to Mayor Derwin, Councilmember Wengert clarified that she doesn't recommend committee input – Trails and Paths, Conservation, Bicycle, Pedestrian and Traffic Safety – until after an initial recommendation goes to the Planning Commission.

Mr. Vlasic said that involving the committees in the data-gathering phase would be an efficient way to develop working papers to share with both the Planning Commission and the Town Council. He said that if data isn't somehow synthesized beforehand, it could be unwieldy to collect committee input during a Planning Commission meeting.

Asked if the Council had provided sufficient direction, Mr. Vlasic said yes, that they'll refine the process and take the information and background to the Planning Commission at its next meeting. The Council agreed to establish a task force or subcommittee at its meeting on April 25, 2012.

Mayor Derwin noted that the background report provided to the Town Council was excellent.

(5) Recommendation by Sustainability & Resource Efficiency Coordinator: Consideration of Adoption of a County of San Mateo Ordinance to Ban Polystyrene-Based Food Service Products [7:48 p.m.]

(a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Adding Section 8.04.040 [Chapter 4.107 of County Code Adopted – Sanitation and Health] to Title 8 [Health & Safety] of the Portola Valley Municipal Code (Ordinance No. 04542)

Ms. de Garmeaux introduced Dean Peterson, Director of San Mateo County's Environmental Health Division. She explained that the ordinance would ban food vendors' use of polystyrene-based disposable products such as plates, cups, bowls, trays and clamshell containers used for takeout food. The ban would not only reduce the waste stream from Portola Valley but also help the Town meet the Municipal Regional Stormwater Permit's trash load reduction requirements. The Town needs the 8% credit that would come with passage of the ordinance to achieve the mandated 40% reduction goal, she explained.

Councilmember Wengert said that she recalled there being two vendors in Town that currently use the products that the ordinance would ban. Ms. de Garmeaux said she had fairly extensive discussions with representatives of Paulina's Cuisine, which operates the taco truck but has not yet approached the Alpine Inn.

Mayor Derwin asked whether the schools use polystyrene-based products. Ms. de Garmeaux said that The Priory does not, but she would check with Ormondale and Corte Madera schools.

Councilmember Wengert moved approval of First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Adding Section 8.04.040 [Chapter 4.107 of County Code Adopted – Sanitation and Health] to Title 8 [Health & Safety] of the Portola Valley Municipal Code. Seconded by Vice Mayor Richards, the motion carried 3-0.

(6) Recommendation by Sustainability & Resource Efficiency Coordinator: Consideration of Intent to Join Countywide Single-Use Carryout Bag Ban [7:52 p.m.]

Ms. de Garmeaux said that the San Mateo County Environmental Health Division has an effort underway to pass a regional ordinance to ban distribution of single-use carryout bags in San Mateo and Santa Clara County jurisdictions, favoring reusable bags rather than plastic and paper. San Mateo County proposes to fund and complete an Environmental Impact Report (EIR) that would allow cities to adopt, by reference, a single-use carryout bag ban ordinance. Staff recommends that the Town Council authorize the Interim Assistant Town Manager to send a letter of intent to join the County and other local jurisdictions for this purpose.

In addition to participation in the EIR, Mayor Derwin said that San Mateo County also expressed an interest in receiving the Town Council's feedback regarding whether 1) Portola Valley would commit to taking the lead on outreach within its jurisdiction during the EIR process, including public education and outreach to retail establishments as well as consumers; and 2) the Town would consider adopting the County's ordinance by reference (in which case, the San Mateo County Health Department would undertake education, outreach and enforcement in connection with implementing the ordinance).

Ms. de Garmeaux said that outreach has begun already, noting that there have been conversations with Troy Butler at Roberts Market, who's very supportive although the store doesn't use plastic bags anyway. Portola Valley Hardware uses paper bags.

Councilmember Wengert observed that the San Jose ordinance obviously requires a certain amount of recycled material content in paper bags, with a sliding scale of charges for paper bags going up to \$0.25 per bag by 2013. She was interested in knowing how citizens and retailers reacted to San Jose's adopting its ordinance, and asked whether information about acceptance or resistance is available.

Mr. Peterson responded that the San Mateo County Environmental Health Division has been tracking the San Jose situation closely. Complaints came in for the first month or so, he said, which wasn't surprising in that the legislation calls for a complete change in longstanding behaviors. He said that once the regional ordinance takes effect, he likewise expects an initial flurry of complaints. He also noted that Costco shoppers already are familiar with shopping without using any store-provided bags – either paper or plastic – for their purchases.

Ms. de Garmeaux added that she lives in San Francisco, and hasn't noticed much impact as a result of its ordinance banning single-use bags.

Councilmember Wengert said that the people who would be affected most dramatically are probably those shopping for large families and having to carry multiple bags. She asked how it works for them. Mr. Peterson said that he doesn't have data on which to base a response, but no information has emerged to suggest any particular problems in that regard. Anecdotally, he said, he understands that some stores (in addition to Costco) now make boxes available for customers. He also indicated that some people are opting to forego bagging/boxing some of their purchases entirely, such as six-packs of soda.

Ms. de Garmeaux noted that generally paper bags hold more than plastic bags.

Although everybody thinks first of groceries in the discussion of single-use bags, Councilmember Wengert wanted to know how bans play out in other kinds of establishments, such as clothing stores. She

said a huge psychological shift would be involved across a broad spectrum of the population in having to buy a bag when they purchase, for example, undergarments. Mr. Peterson cited a shopping mall that straddles San Jose and Santa Clara, in which the San Jose stores give customers their purchases in plastic or paper bags as they've done for years, while neighboring stores across the Santa Clara border now charge their customers for paper bags.

Mr. Peterson made several additional points:

- When someone spends hundreds of dollars on clothing in a single trip, the price of bags is negligible.
- He's training himself to take his reusable bags along when he goes to Orchard Supply or Target.
- While banning single-use bags requires a major behavioral change, with such a large population in the Bay Area, it's important to go back to a more sustainable way of day-to-day living.

Councilmember Wengert said that because problems with plastic bags have been demonstrated and documented on several levels, she agrees fully with banning them, but wrestles with the issue of charging for paper bags. Not only would these additional charges hurt some people more than others, she said, but there's also the question about whether paying for paper bags actually will reduce usage.

Mr. Peterson said the rationale behind charging for paper bags – and the main reason the issue warrants an EIR – goes to the fact that the paper-versus-plastic option isn't as simple as some people make it out to be. As they decompose, he explained, paper bags release greenhouse gases (GHGs) into the atmosphere. In San Francisco, where the initial ordinance banned plastic but didn't address paper, retailers and consumers simply turned to paper, leading to increased use of paper and higher associated costs of transportation, etc. That's why the effort now has turned toward reusable bags instead of either paper or plastic. He said that ultimately all single-use bags, including paper bags, may be banned, but until that time comes, what retailers charge customers for paper bags will help cover what they spend on the bags themselves as well as expenses involved in outreach efforts, such as signs, etc.

Councilmember Wengert asked whether any merchants have proposed any creative point-of-sale bag lending systems as a service for their customers while simultaneously stimulating behavioral changes. Mr. Peterson said he doesn't see much potential in that idea due to the expense involved, although some drycleaners and wet-cleaners have developed practices along those lines.

Ms. Powell said that Palo Alto, where she lives, started out with a voluntary program encouraging shops to shift to reusable bags, and her local supermarket handed them out free to customers for a time. Mr. Peterson said he'd expect to see some of that with the passage of the regional ordinance as well. Incidentally, suggesting a possible trend for the future, he also said that the checkstands installed in a new store that Albertson's recently opened in Carpinteria have no accommodation at all for bags.

Vice Mayor Richards moved to authorize the Interim Assistant Town Manager to send a letter of intent to join San Mateo County and other jurisdictions in preparing an EIR on a single-use carryout bag ordinance in San Mateo and Santa Clara Counties. Seconded by Councilmember Wengert, the motion carried 3-0.

- (7) Recommendation by Interim Assistant Town Manager and Public Works Director: Approval of Plans and Specifications for Ford Field Renovation Project #2011-PW02 [8:05 p.m.]
- (a) Resolution of the Town Council of the Town of Portola Valley Approving Plans and Specifications and Calling for Bids for the Ford Field Renovation Project #2011-PW02 (Resolution No _____)

Ms. Powell said that since the Town Council approved the design proposed for the Ford Field renovation and the community fundraising effort at its January 11, 2012 meeting, staff has moved forward with trying to secure the State grant funding (through the 2002 Resources Bond Act Per Capita Grant and the Proposition 40 Roberti-Z'berg-Harris Block Grant). All the paperwork is in place, she said, and although she's received a verbal commitment, she's awaiting written confirmation from Susan Ford Dorsey, whose family foundation (Sand Hill Foundation) has committed up to \$100,000 in matching funds. Meanwhile:

- The Alpine/West Menlo Little League made a written commitment for \$50,000.
- Jon Myers, Chair, Parks and Recreation Committee, in partnership with staff, developed a fundraising webpage on the Town's website – with an option for visitors to make donations by clicking a PayPal button.
- A small committee of community volunteers began meeting with potential donors face-to-face.

Ms. Powell said staff will report on the fundraising status at the Town Council's meeting on May 9, 2012, and then there will be another check-in opportunity at the May 23, 2012 meeting – after Mr. Young receives sealed bids but before any contract is awarded.

As Mr. Young explained, bid opening is set for May 7, 2012. Generally, the plan is do the demolition work in the fenced-in area – dugouts, backstop, batting cages, infield, outfield, irrigation, bleachers – but not in the parking lot. Some of the bases and signs will be reused. Mr. Young described the renovation design as pretty modest. If all goes well in terms of fundraising, with a bid awarded and a notice to proceed order issued to the contractor, he expects construction to begin the week of June 18, 2012, with completion in mid-October 2012, followed by a period of time for sod establishment.

Councilmember Wengert requested clarification about the funding, inasmuch as the Council must make a "go or no-go" decision by May 21, 2012. She noted that Mr. Young and Ms. Powell's April 11, 2012 memo to Council showed estimated construction costs of this project, minus soft costs, at \$481,443, including a 10% contingency. But she pointed out that the letter to Susan Ford Dorsey referenced \$587,993, and recalled that the Town already had spent some money on the project. Understanding that the Sand Hill Foundation's \$100,000 commitment is premised on producing an equal sum via community fundraising, Councilmember Wengert said she wanted to understand the fiscal situation regarding the project – considering both firm and soft commitments as well as likely timing of receiving State grant money.

Ms. Powell recapped.

- What the Town already spent, which came from assorted sources in the budget, is not included.
- The project cost (excluding the Town's expenditure of \$48,450 to date) comes to \$539,543.
- The Little League has committed \$50,000. When Councilmember Wengert said she understood the Little League might raise its contribution to \$75,000, Ms. Powell said there isn't any written commitment to that effect.
- The Sand Hill Foundation has committed up to \$100,000 in matching funds; an agreement that spells out the details is forthcoming, and Ms. Powell doesn't know when the Town would receive those funds. She said she would find out whether the Little League's contribution would count toward the total the Foundation has pledged to match.
- State grant checks should bring in \$232,212. Ms. Powell explained once the contract is issued and the contractor's work scheduled, that information can be forwarded to the State for payment.

She said the State could issue reimbursements instead, but that's less desirable inasmuch as it would mean the Town lays out the money upfront. She said she doesn't know how long it would take to receive funds from the State, but would hope for a two- to three-week turnaround.

While Ms. Powell indicated some optimism that the State funds actually will come through, she also reminded the Council that the State has twice in the past reversed itself as to the availability of the funds. The State agency involved is the California Department of Parks and Recreation.

- A modest amount (less than \$1,000) has been contributed in response to the online fundraising effort so far – but that started only a week ago.

Councilmember Wengert lauded staff for ongoing efforts to pursue the State funds and assessing the probability of the money being available when it's needed. Ms. Powell said that persistence is key.

On the basis of the data provided, Councilmember Wengert said that looking at the delta, she sees a need for at least \$157,547 in additional funds in hand before the Council makes a firm commitment to proceed. Considering that budget development for FY 2012-2013 is underway, she asked whether any consideration has been given to identifying funds for this project. Assuming State funds don't come through, she said the worst-case scenario would leave a gap of about \$440,000.

Ms. Powell said that early on in the Ford Field renovation discussions, the Council made clear the importance of avoiding what happened with Sausal Creek in 2008 (when fundraising, though successful, was unable to cover the project's increased cost). The fundraising for this project must be sufficient to support it. Even with that in mind, though, she said that Council could direct the Town Manager to include some funds for Ford Field in next year's budget.

In response to Councilmember Wengert asking whether the construction schedule is flexible enough to be set back somewhat to accommodate ongoing fundraising efforts, Mr. Young said it could slip by as much as a month in the sod-establishment period. The best time to lay sod is in October, he said, and there's some risk to a delay (e.g., if the rains start early), but softball season won't really begin until February. He also indicated that bids, which will arrive in mid-May 2012, will be good for 45 days.

Ms. Powell said she believes Mr. Myers put the Ford Field item on the Parks and Recreation Committee's agenda for April 16, 2012, with time set aside for people to look at the plans, ask questions, etc.

Councilmember Wengert said she'd like to hear from her colleagues regarding the financial situation, because she isn't comfortable with the idea of going through the whole bidding process if the Council ultimately might have to derail the project. Vice Mayor Richards said he has the same concerns, based on the uncertainty of the State funding and the unknown results of community fundraising efforts.

Mayor Derwin asked whether Councilmember Wengert and Vice Mayor Richards are willing to pull the plug on the project now. Councilmember Wengert said not now, because it would be important first to confer with the Parks and Recreation Committee and the people who have been most actively involved in the project. Councilmember Wengert said that she'd ask the Parks and Recreation Committee to rework the fundraising schedule, and emphasized that fundraising is a long, difficult process, exacerbated at this time by the economic environment. Unless the fundraisers have been actively courting people who are willing to make substantial donations, Councilmember Wengert said she'd like to see the schedule reset for success, without so much pressure of hitting such a high bar in so short a time.

Given what we're up against, Vice Mayor Richards said, the best approach might be to not approve the bid package now. Councilmember Wengert countered that the funding side of the equation hasn't been assessed fully enough to proceed with the schedule proposed. Mayor Derwin said it wouldn't be good to

sign up a contractor and then say, "Oh, sorry," but there's still time to raise more money. Councilmember Wengert said she's also reluctant to invest more staff time in a process that may lead to a dead end.

Mayor Derwin asked Mr. Young whether the construction schedule could be moved back any farther. "Anything is possible," he said, noting that contractors usually have three weeks to submit a bid, but that could be trimmed to two weeks to help fast-track the process.

Councilmember Wengert said it may be helpful to establish a fixed level of financial commitments by a particular date as a target for making a "go or no-go" decision, rather than just leaving the minimum comfort level an open-ended question. Actually, she indicated several decision points: Is the Town willing to fund any part of the renovation going forward? If so, how much? How much time is reasonable to give the fundraising team to reach its goal? How much money must be committed, and by what date?

Vice Mayor Richards said if we had total confidence in the State money being paid, it wouldn't be such an issue. Councilmember Wengert indicated that staff's diligent persistence with the State gives her a reasonable level of confidence that the funds will come through.

Mayor Derwin asked whether the Council wants to delay a decision on this item until the next meeting, April 25, 2012. Councilmember Wengert said the delay might allow enough time for more answers to surface, the fundraising to push hard, staff to identify potential funding sources in the budget, and thus for the Council to arrive at a better-informed decision. In addition, she said the delay would enable Councilmembers Aalfs and Driscoll to weigh in.

At this time, Mr. Young said the schedule is "comfortable and conservative," and he believes compression of the schedule may work, but he wanted to be sure the Council understands that pushing the bid package approval ahead two weeks does run some risks.

The Council agreed to resume discussion on this item on April 25, 2012.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(8) Reports from Commission and Committee Liaisons [8:42 p.m.]

Councilmember Wengert:

(a) Trails and Paths Committee

Meeting on April 10, 2012, the Trails and Paths Committee discussed:

- Ribbon-cutting for the Dwight Crowder Memorial Trail in conjunction with the Town Picnic.
- A community hike planned for April 28, 2012.
- Potential revisions to its web page that Committee Secretary Lynne Davis has been working on.
- More and better signage regarding dogs.
- The Portola Road Corridor Plan.

(b) Website Discussion

Councilmember Wengert, Ms. Powell, Ms. de Garneau and Administrative Services Officer Stacie Nerdahl met to discuss potential revisions to the Town's website policy.

Vice Mayor Richards:

(c) Bicycle, Pedestrian and Traffic Safety Committee

During its meeting on April 4, 2012, the Committee covered:

- Its participation in the Earth Day Fair on April 28, 2012, including engagement of volunteers to help people make sure their bicycle helmets fit.
- A Pacific THERx-sponsored event on May 12, 2012.
- Safe Routes to Schools.

During the Oral Presentation portion of the meeting, Vice Mayor Richards reported that the Committee heard a presentation on the proposed summer camp at Ormondale School. Mayor Derwin said a school board member's comment about any traffic problems caused by the camp being the Town's problem may have prompted the presentation.

(d) Cable and Utilities Undergrounding Committee

Vice Mayor Richards reported that PG&E has advised that Rule 20A, an electric tariff established to help fund removing overhead electric facilities and placing them underground, has changed in terms of the amount of available funding and the schedule for getting into the queue for use of the funds.

Mayor Derwin:

(f) FireWise Committee

When the FireWise Committee met:

- Woodside Fire Protection District Fire Chief Dan Ghiorso talked about a focus on community safety being addressed in quarterly presentations on such topics as wildland fires, earthquake preparedness, the SMC Alert emergency notification system and the Citizens Emergency Response Preparedness Program (CERPP).
- Participants discussed the importance of consistent messages coming from both Portola Valley and Woodside, as well as the Fire District, in all media – from banners and postcards to training materials and presentations.
- In a discussion about making "go bags" for sale to residents, participants agreed that producing them in volume would bring unit costs down.
- Participants agreed to try to meet once a month.

The Portola Valley Town Council will invite the Woodside Town Council to a joint meeting on May 30, 2012 –one of the Portola Valley Council's "Fifth Wednesday" meetings.

(g) Sustainability Committee

At a Special Sustainability Committee meeting called for April 9, 2012, Mayor Derwin reported discussions on:

- Acterra High-Energy Homes.
- An Energy Upgrade update.
- The Green Town SunShares group buy program, which is doing very well. From 79 people signed up to participate as of February 13, 2012, the count is now up to 118. All of the contractors will be present at the Earth Day Fair.
- Two speakers lined up for the Tuesday Harvest Speaker Series. (Held at the Community Hall on April 10, 2012, the second installment of the Tuesday Harvest Speaker Series featured bees and bugs. Commercial beekeeper Aidan Wing's talk was entitled "The Joy of Backyard Beekeeping", and landscape designer and organic gardener Steve Masley focused on healthy ecosystems in gardening in his talk, "Build It & They Will Come: Attracting Beneficial Insects & Natural Garden Pest Control".)
- The Committee budget for FY 2012-2013. Mayor Derwin said the committee had decided to include \$1,000 for a projector in the Committee's FY 2012-13 budget request, which led to a conversation about problems with audio-visual presentations in the Community Hall.
- Ideas to engage new homeowners and motivate participation in sustainability efforts.
- The upcoming Earth Day Fair.

(h) Sustainable Communities Strategy SCS

At the Political Advisory Committee (PAC) meeting of the San Mateo County sub-region for the SCS initiative, representatives:

- Elected Hillsborough Mayor Tom Kasten as Chair and Woodside Councilmember Deborah Gordon as Vice Chair.
- Discussed the basis of the Regional Housing Needs Assessment (RHNA) numbers. A representative of the Metropolitan Transportation Commission (MTC) gave a PowerPoint presentation to help explain the complex processes involved.

WRITTEN COMMUNICATIONS [8:59 p.m.]

(9) Town Council March 30, 2012 Weekly Digest – None

(10) Town Council April 6, 2012 Weekly Digest

- (a) #1 – Letter from Kirsten Keith, Mayor, City of Menlo Park to Samuel Lerner, President, Board of Trustees, San Mateo County Mosquito & Vector Control District; comments regarding the San Mateo County Mosquito & Vector Control District – March 28, 2012

The reports about wrongdoing that Mayor Keith addressed are troublesome, Mayor Derwin said, but she doesn't understand the motivation for Menlo Park's request, nor why Menlo Park Councilmember Kelly Fergusson brought the issue up at the last Council of Cities meeting.

- (a) #7 – Memo from Barbara Powell: update on Planning Department Manager interviews – April 3, 2012

Councilmember Wengert said it was unusual to see someone from Woodside on the panel that's conducting candidate interviews. Ms. Powell said that Jackie Young is Woodside's Planning Director, and Portola Valley's new position is very similar to hers. She (Powell) also reported that the panel's April 10, 2012 interviews with five candidates went very well. Two of the five, both very well-qualified, are moving forward in the process.

In response to Mayor Derwin's question about timing, Ms. Powell said she hopes to schedule interviews on April 20, 2012, but hasn't been able to do so yet. Incoming Town Manager Nick Pegueros isn't available to interview candidates before his start date, so she's awaiting word from outgoing Town Manager Angela Howard – who's about to retire and is currently away. So far, no specific date has been targeted for Portola Valley's new Planning Manager to join the Town staff, Ms. Powell said; either of the candidates would have to give notice to a current employer if offered the position. The new Planning Manager could be on board in as soon as a month, but she said that's optimistic.

When Councilmember Wengert suggested that someone on the Planning Commission might be helpful in interviewing the finalists, Ms. Powell said that she will share that idea with Ms. Howard. In addition to Ms. Young from Woodside, the panel taking part in the April 10, 2012 interviews included Mr. Vlasic and Ms. Kristiansson.

ADJOURNMENT [9:04 p.m.]

Mayor

Town Clerk