

TOWN COUNCIL MEETING NO. 840 MAY 23, 2012

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

Present: Councilmembers Jeff Aalfs, Ted Driscoll and Ann Wengert; Vice Mayor John Richards; Mayor Maryann Derwin

Absent: None

Others: Nick Pegueros, Town Manager
Barbara Powell, Interim Assistant Town Manager
Sharon Hanlon, Town Clerk
Leigh Prince, Town Attorney Representative

ORAL COMMUNICATIONS

Fred Krefetz, 846 Portola Road, drew the Council's attention to an issue relating to the culvert beneath Portola Road near his property. He said its design is known to be deficient in high water runoff situations, when the water flows from the culvert inlet over the roadway and floods his property. He said Public Works Director Howard Young claims to be unaware of any problems with the culvert, although the situation has been "known for well over a decade" and the Town has imposed a storm drainage easement with respect to a subdivision that has been tentatively approved.

Mr. Krefetz indicated that Town Attorney Sandy Sloan informed him that neither she nor Town Planner Tom Vlasic would meet with him unless he pays for their time, despite the fact that the meeting has nothing to do with the subdivision project. He said he wants to understand the Town's plans with respect to this issue, the property damage caused by the flooding and the potential harm to tenants, guests and others on the property.

Mayor Derwin said because the item isn't on the agenda, the Council couldn't discuss it now, but she will follow up personally.

- (1) Presentation: Portola Valley Ranch Fire Risk Management Committee – process to become a Firewise Community [7:35 p.m.]

David Rock advised the Council that since forming a task force in 2009, Portola Valley Ranch residents have spent considerable time and expended concerted effort that resulted in a Firewise Community designation. He introduced PVR Fire Risk Management Committee Chair Dudley Carlson as well as members Rita Rubinfeld and Susan Hine.

Ms. Carlson told the story of a neighbor's move to the Ranch on a hot July day in 1981, when PVR was still a new development with a few clumps of old oak trees but mostly cow pasture where the landscaping had not yet begun to mature. As this neighbor rode in the moving van to the top of Horseshoe Bend, looking over the rolling hills she saw flames rising from homes at the other end of Arastradero Road. The mover asked, "Lady, are you sure you want to live here?" Today, Ms. Carlson said, this neighbor's home and most of the others in Portola Valley Ranch are surrounded by vegetation and trees up to 50 feet tall.

As Ms. Carlson explained, residents' efforts to improve fire safety and awareness of the dangers started after a series of summers and big fires in Southern California in 2006-2009. When the State began re-drawing maps of high-risk fire areas, Portola Valley followed suit. PVR residents followed the process closely, she said, because they'd learned a great deal about emergency preparedness. Previously, she added, residents had been concerned about preparation for an earthquake, but determined that with fire,

it wasn't a question of "if" but "when" a fire such as that in Santa Barbara, Big Sur and Santa Cruz would occur here.

Quoting from an Associated Press story at the time of the Santa Barbara fire in 2009, Ms. Carlson said, "Firefighters say if residents of the hillside homes ringing Santa Barbara hadn't been aggressive in clearing brush and fire-prone plants from their property, hundreds of homes – not just 31 – could have been lost." She said she and other Ranch residents looked around at the 200 homes on fairly steep hills surrounded by gullies, open space and woods, and decided something had to be done right away.

Starting as a discussion group within PVR's Emergency Committee, the task force morphed into a task force that became an ad hoc committee and then a standing committee. Ms. Carlson said members talked to people in Town offices, consultants and contractors before deciding to hire a consultant because they lacked some of the specific expertise they felt was needed. They chose Carol Rice from Wildland Resource Management Inc., who spent considerable time helping committee members learn about fire behavior and which plantings are safer or more dangerous than others.

After Ms. Rice had written a report describing how residents could go about improving fire safety on their properties, volunteers went out to homeowners to talk about creating defensible spaces. That approach didn't work particularly well, because despite what volunteers told homeowners, Ms. Carlson said that what residents heard was to cut down the trees and clear everything within 30 feet of their homes.

The committee developed a new approach, pointing out that fuel reduction is easy:

- Get rid of what's dead.
- Reduce leaf litter to two inches.
- Mow grass to two inches in season.
- Eliminate fuel ladders – i.e., grass coming to shrubs under low-hanging branches near a building or tree canopy.
- Create a space of about five feet between structures and plantings – "We learned that nuance was important," Ms. Carlson said.
- Remove anything beneath a house that's flammable.

People began to respond to that approach, she said. Volunteers worked on demonstration properties, visited property owners who wanted to see them, and conducted community and neighborhood meetings; within a year, 20 to 30 households had created appropriate defensible spaces around their homes. She said that PVR has the good fortune to have a homeowners' association (HOA) that holds meetings, that residents enjoy a sense of community and open communication channels. Over the past five years, Ms. Carlson said, two-thirds of the homeowners have become involved in this effort.

Three years into the process, she said, the committee was ready to try to apply for recognition as a Firewise Community. An educational initiative of the National Fire Protection Association, the Firewise Community program was created to help people learn to live with the possibility of fire and to work together as neighbors to reduce the risk of property destruction and loss of life. Primary funders include the U.S. Department of Agriculture Forest Service, the U.S. Department of the Interior, and the National Association of State Foresters.

Maintaining Firewise Community status requires annual renewal, Ms. Carlson explained, and now the group is trying to take what has been a voluntary process, with guidelines that have been compressed into a two-page checklist for contractors, and institutionalize it as part of Ranch procedure that all

homeowners must follow – and follow up on each year. She said the committee believes it has developed a good model, but members are keenly aware that one-third of The Ranch's homeowners haven't joined the effort yet.

She identified two primary challenges among those not yet on board. It's hard to persuade people to clear brush and foliage when their motivation for moving to The Ranch was the desire to live in wildland, in the midst of nature, she said. They also object to the idea of destroying wildlife habitat in the process of creating defensible space. When it comes to finding the perfect balance of living in a wildland/urban interface, she said, there are no easy solutions. If wood rats build a nest up against a house or beneath a deck, that house is likely to burn if a fire comes. If the next is 30 feet away, it's far less of a problem.

The other challenge Ms. Carlson is a desire for privacy. She said that some people prefer to be invisible and surround themselves by as much vegetation as possible. They don't want anybody to tell them what they should do on their property.

Ms. Carlson said the committee wants Portola Valley to share the information it has gathered and challenge other communities within the Town to follow suit. Members of the PVR committee are willing to reach out to other homeowners' groups, neighborhood associations and clusters of neighbors who are interested. Ms. Carlson said they've learned that a town is too large an entity and too formal for it to be an effective Firewise Community. The process works neighborhood by neighborhood, with the recognition that if one home catches fire, others in the neighborhood are in jeopardy. If Los Trancos Woods catches fire, spark showers will hit Portola Valley Ranch. She said she hopes Ranch residents have done enough in the way of fuel reduction and defensible space creation to survive that, but in a stiff wind, sparks could cover the Town, and every bit of defensible space makes everyone a little bit safer.

She said her group offers itself as a neighbor-to-neighbor resource if others who are interested can be identified. She also said it would be great if the Town Center would consider viewing itself as a neighborhood that could become a Firewise Community as another model, a project for garden clubs and something residents could learn from and/or contribute to – because the Firewise Community has also proven to be a great community-building exercise among neighbors.

To explain the process of submitting The Ranch's application to become a Firewise Community, Ms. Carlson introduced Ms. Rubinfeld as the one who reorganized The Ranch's jumble of Firewise information.

Ms. Rubinfeld said the application the NFPA uses is easy enough to compile if you've done a fair amount of work ahead of time. It requires:

- Having a fire board established in the community.
- Obtaining an outside risk assessment by a consultant.
- Providing a plan that the HOA is planning to implement in the community.
- Observing a Firewise Day each year; for The Ranch, the first year's event consisted of presentations and property visits to two residences, one of which had completed remedial work and one where it had not been done.
- Submitting evidence of having spent a certain amount per year in the community; for The Ranch, it was easy to achieve, she said. With roughly 500 residents, the committee showed having spent \$2 per person on Firewise expenditures. The money can be calculated in dollars or people's time or a combination of both. The first year, she said, The Ranch came up with \$51,000 -- \$50,000 more than needed, and that excluded hundreds of volunteer hours.

As part of the process of preparing for the application, Ms. Rubenfeld called a number of different types of communities – in Southern California, Marin County and Sea Ranch. She said the Firewise organization is good at helping identify the people to contact, who were all delighted to take part. Ms. Rubenfeld said that becoming a Firewise Community was probably easier for The Ranch than those other communities because PVR is homogenous community and it was easy to prove the required expenditures. Those issues can be challenging for other communities, she said.

With about 10 hours worth of upfront work behind her, Ms. Rubenfeld said she completed the Firewise Community application in about 40 hours, but noted that she probably went overboard in organizing all of the documents. The Ranch ever put out in a coherent form to submitting, because she didn't know how stringent the review process would be.

After initial approval, Ms. Rubenfeld said that annual renewals are simpler. Every year, a Firewise Community simply has to show that it continued to have a Firewise Board, held a Firewise Day for the community, and spent at least the \$2 per resident. For the second Firewise Day, Ms. Carlson galvanized the community with videos that captured residents' attention – including one of the Oakland Hills fire. The committee was asked to be more aggressive in its efforts to involve additional homeowners, so they're moving toward mandatory compliance. That shift resulted from listening to homeowners who stood up to say, "Hey, we've done our work, but if everybody else in the community doesn't do theirs, we're vulnerable."

Mr. Rock added several points:

- Woodside Fire Protection District officials, with whom the committee had also worked, came to The Ranch with their largest fire truck for Firewise Day.
- Mitigation measures helped residents maintain their homeowners' insurance.
- The Ranch is the only Firewise Community from the South Bay all the way to Marin County.

Noting that she'd been well aware of The Ranch's work, Mayor Derwin said it's been very inspirational and agreed it's important to get the message out into the community.

Councilmember Driscoll suggested the committee investigate the question of how creating clearance space between buildings and tree canopies intersects with the Town's Heritage Tree Ordinance to ensure that following Firewise Community recommendations doesn't put residents in violation of the ordinance.

Ms. Rubenfeld said she had not thought of the Heritage Tree issue before and would look into it, but in terms of street paving operations, the Fire District had indicated that the Town requires trees to be trimmed back to provide curbside clearance for delivery trucks and other vehicles. Due to the frequency with which vehicles and equipment sparks start fires, Ms. Rubenfeld pointed out that The Ranch's pointed guidelines also include trimming above curbs.

CONSENT AGENDA [8:01 p.m.]

- (2) Approval of Minutes: Regular Town Council Meeting of May 9, 2012 [removed from Consent Agenda]
- (3) Ratification of Warrant List: May 23, 2012 in the amount of \$272,977.90
- (4) Recommendation by Town Manager: Adopt a Resolution naming authorized officers, Morgan Stanley Smith Barney, to sell donated stock

- (a) Resolution of the Town Council of the Town of Portola Valley Authorizing the Sale of Stock (Resolution No. 2552-2012)

By motion of Councilmember Driscoll, seconded by Councilmember Aalfs, the Council approved Items 3-4 on the Consent Agenda with the following roll call vote:

Aye: Councilmember Aalfs, Driscoll, Wengert, Vice Mayor Richards, Mayor Derwin

No: None

REGULAR AGENDA [8:02 p.m.]

- (2) Approval of Minutes: Regular Town Council Meeting of May 9, 2012

Councilmember Driscoll moved to approve the minutes, as amended, of the Regular Town Council Meeting of May 9, 2012. Seconded by Councilmember Aalfs, the motion carried 5-0.

- (5) Recommendation by Interim Assistant Town Manager: Adoption of Resolutions approving agreements between the County of San Mateo and the Town of Portola Valley for Basic and Supplemental Law Enforcement Services [8:03 p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley approving an agreement for Basic Law Enforcement Services for Fiscal Year 2012-2013 through Fiscal Year 2014-2015 between the Town of Portola Valley and the County of San Mateo (Resolution No. 2553-2012)
- (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley approving an agreement for Supplemental Law Enforcement Services, for Fiscal Year 2012-2013 through Fiscal Year 2014-2015 Between the Town of Portola Valley and the County of San Mateo (Resolution No. 2554-2012)

Ms. Powell said the Town partnered with Woodside to convey a strong message to the San Mateo County Sheriff's Office that escalating cost of its services is a serious concern, suggesting a 5% annual cap on increases. She said the Sheriff's Office responded well, with a 3% increase on the basic contract and an average of 3.63% on the supplemental services. She also pointed out that the supplemental agreement includes a provision for renegotiation if State COPS funding doesn't come through.

In response to Vice Mayor Richards's question about handling fines and forfeitures (Provision 13 of the basic agreement), Mr. Pegueros said County remittances to the Town go into the General Fund.

Vice Mayor Richards asked about "Assigned Personnel" (Exhibit A, Services, No. 2A) indicating six positions when he counted only five. Mayor Derwin had the same question. Ms. Powell noted that night/peak period patrols included two teams so should be counted twice. Mr. Pegueros added that the detective listed for Investigations was separate from the deputies counted in the Patrol positions.

Councilmember Wengert and Vice Mayor Richards asked whether the supplemental agreement could be canceled if State funding is not available. Ms. Powell said the Town could decide what to do under those circumstances.

In response to Mayor Derwin's question about whether the Town has received feedback about patrol coverage being insufficient. Ms. Powell said she didn't think so, and the Sheriff's Office has been good about providing extra coverage for special events. Referring to the Supplemental Services agreement, Mayor Derwin also asked whether the Town has ever incurred Special Patrol Service Costs (Exhibit A, No. 5). Ms. Powell provided an example of such services.

In response to Councilmember Driscoll, Ms. Powell said the last Sheriff's Department contract provided for average annual increases of 10% -- which is what led to the strong message this year that such large increases were unsustainable.

Councilmember Wengert moved approval of the agreement for Basic and Supplemental Law Enforcement services between the Town and San Mateo County of San Mateo for FY 2012-2013—FY 2014-2015 (Resolution Nos. 2553-2012 and 2554-2012). Seconded by Vice Mayor Richards, the motion carried 5-0.

In response to an observation from Councilmember Driscoll, Mr. Pegueros indicated a preference for using his initials rather than his full name to avoid potential problems with unauthorized parties copying his electronic signature.

(6) Public Hearing – Recommendation by Interim Assistant Town Manager: Setting new Fee Schedule for Administrative, Building, Public Works/Engineering and Planning Departments [8:14 p.m.]

(a) Adoption of a Resolution of the Town Council of the Town of Portola Valley approving a new Fee Schedule for Administrative, Building, Public Works/Engineering and Planning Departments (Resolution No. 2555-2012)

Ms. Powell noted that due to the time and expense involved in studying and updating fees, the Town hasn't modified its fee schedule since 2001. As a result, current fees and actual costs of providing services aren't in alignment. To avoid this situation going forward, the resolution includes provision for annual fee increases based on changes in the Consumer Price Index (CPI).

In general, Ms. Powell said, she and other staff members involved in fee evaluation examined all fees relating specifically to Town staff work. Deposits the Town collects to recover costs of the Town Planner and Town Geologist also are under review, but will be addressed separately at another time. She recapped the changes:

Administrative fees:

- Photocopies: Flat per-page charge of \$0.25 in accordance with Government Code Section 6253.
- CD duplication: \$10 for each CD copied (the Town no longer uses audiotapes for recordings).

Building fees:

- Commercial projects: The resolution reflects a proposed change to a methodology that would move cost recovery to a deposit-based system whereby projects would be charged initially only for inspection and plan check services provided by Town staff or consultants. The Building Official would notify the contractor if additional deposits would be assessed to recover actual costs.
- Residential projects: The methodology for inspection fees would change to a flat fee based on construction type and square footage; the Building Official and the contractor would discuss the number of inspections needed. For plan checks, additional deposits would be collected to recover actual costs beyond the valuation-based estimate.
- Permit applications: The fee for new construction permits would be higher than for standalone permits (e.g. electrical, mechanical, plumbing) to reflect the differing amounts of staff time needed for intake and processing).

Public Works and Engineering:

- Fee and deposit increases are being proposed to achieve 100% recovery of costs associated with services provided by the Public Works Director and/or contract inspectors. The Town doesn't process many of these fees, which relate primarily to encroachments into the Town's right of way.

Planning Department – three categories of cost recovery have been identified:

- Private benefit: Proposed fees would achieve 75% cost recovery for services that primarily benefit the property owner and place a considerable time demand on staff (e.g., subdivisions).
- Private/public benefit: Proposed fees would achieve 50% cost recovery for services that generally provide equal benefits to the property owner and the community (e.g., architectural review).
- Public benefit: Proposed fees would achieve cost recovery between 8% and 45% to encourage compliance with Town codes, regulations and policies for low-cost projects of broad interest to the community (e.g., tree removal permits).

Ms. Powell indicated that implementation of these proposals – which would take effect on July 1, 2012 – would increase revenues by about \$131,000 annually.

Councilmember Wengert asked whether architects, builders, etc. had provided any input about the magnitude of the changes proposed. Vice Mayor Richards (an architect) said there are so many variables that it's hard to draw parallels among communities. He considers the proposed fee structure much fairer than the current one. Mr. Pegueros said it's hard to argue with the notion of paying for services provided in contrast to a percentage of the project costs.

Councilmember Driscoll indicated that as the Town tries to achieve greater cost recovery, it's important to continue to emphasize efficiency on the part of Town staff. He said the Town has a moral obligation to try to keep the fees reasonable. Councilmember Driscoll appreciated the idea of a built-in CPI adjustment. Vice Mayor Richards agreed, but pointed out that regular reviews also are appropriate going forward.

Mayor Derwin opened the public hearing. With no one coming forward, she closed the public hearing.

Councilmember Driscoll complimented everyone who worked on the new fee schedule.

Vice Mayor Richards moved to adopt the Resolution approving a New Fee Schedule for Administrative, Building, Public Works/Engineering and Planning Departments (Resolution No. 2555-2012). Seconded by Councilmember Aalfs, the motion carried 5-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(7) Reports from Commission and Committee Liaisons [8:26 p.m.]

Councilmember Aalfs:

(a) Architectural and Site Control Commission (ASCC)

The ASCC reviewed a few minor residential additions at its May 14, 2012 meeting.

(b) Portola Road Corridor Plan Task Force

The Task Force met for the first time on May 15, 2012, and had a good discussion about priorities to cover in a draft plan.

Councilmember Driscoll:

(c) Cable & Utilities Undergrounding Committee

The Committee met on May 10, 2012. After two years worth of work, Councilmember Driscoll reported, Committee members are frustrated because they thought they'd identified a section for undergrounding and were in line for the PG&E Rule 20A funds to support it, but all now seems to be on hold because the committee apparently had been misinformed about being qualified.

Councilmember Wengert:

(d) Parks and Recreation Committee

On the agenda at the May 21, 2012 meeting:

- Bill Pickering talked about softball, and now that the trees are down the league wants to extend the field and make it more spherical. Staff has identified a potential grant of \$21,500. A grading estimate from the Public Works Director comes to \$10,000. Netting would increase the cost beyond the \$21,500. The Committee decided the top priorities would be to move the fence and upgrade the field. Mr. Pegueros reported that Mr. Young is confident the project can get underway on July 11, 2012 if it can get on the Town Council agenda before that; otherwise it will go into September 2012.
- The Ford Field renovation discussion basically covered the same territory that was covered in the last Town Council meeting. The fundraising group remains highly motivated, "firing on all cylinders."
- Jane Wilson is heading this year's Zots to Tots race.

Vice Mayor Richards:

(e) Emergency Preparedness Committee

Meeting on May 10, 2012, the Committee:

- Conducted a debriefing on the April 19, 2012 Wildfire Evacuation Exercise.
- Reviewed the Emergency Broadcast Radio project, discussing plans to request approval for purchasing an AM radio and possible antenna locations. (Mr. Pegueros pointed out that the radio also is highly operable without a fixed antenna, because it is portable and can be moved to different locations.)

(f) Cultural Arts Committee

Meeting on May 10, 2012, members of the Cultural Arts Committee discussed:

- Plans for the Town Picnic.
- Art projects for children.
- A possible photo exhibit.

- Problems with broken tiles on the fence at the Children's Playground.
- Its budget.

(g) Conservation Committee

The Conservation Committee met on May 22, 2012, discussing:

- Oak trees on the Wick property that Committee members can't evaluate because they can't get close enough to them.
- The emergence of an invasive, Euphorbia – also called egg-leaf spurge.

Mayor Derwin:

(g) (C/CAG) City/County Association of Governments

Among discussion items at C/CAG's May 10, 2012 Board meeting:

- Measure M, the Vehicle License Fee (VLF) tax. Mayor Derwin indicated that the Town receives about \$535,000 monthly, which Mr. Pegueros said is being used for street resurfacing.
- The Safe Routes to School Program, which has \$15,000 available per city.
- A letter to be written to the California High Speed Rail Authority, the most controversial item on the agenda. Originally, Mayor Derwin explained, the letter was meant to support a revised California high-speed rail business plan, but in the end, C/CAG supported (by a 9-8 vote) the blended two-track system with electrification, positive train control and no investment.

(h) (RMCP) Resource Management and Climate Protection Committee

The Resource Management Climate Protection meeting, held on May 11, 2012, included:

- A presentation by the Bay Area Air Quality Management District (BAAQMD) and a lively discussion of electric vehicle (EV) readiness planning. Mayor Derwin reported that apparently some stations can charge vehicles to 80% of capacity in 15 minutes.
- A PG&E presentation on time-varying pricing (peak and off-peak) and outreach to small- and medium-sized business in San Mateo County. Mayor Derwin reported that apparently the old flat rate for commercial customers will end soon.
- An update on the Regionally Integrated Climate Action Planning Suite (RICAPS).

Mayor Derwin attended the 2012 Indicators for a Sustainable San Mateo County Launch & Lunch on May 21, 2012. A panel discussion moderated by San Mateo County Supervisor Dave Pine featured San Mateo County Health Care System Chief Jean Fraser, San Mateo Police Chief Susan Manheimer and Sequoia Healthcare District CEO Lee Michelson.

WRITTEN COMMUNICATIONS [8:49 p.m.]

(8) Town Council May 11, 2012 Weekly Digest

- (a) #1 – Letter from Jerry Carlson, resident of Atherton, to Anne-Marie Despain, Director of Library Services, with concern of policy issues relating to the County Library System – April 30, 2012

Councilmember Driscoll said he was surprised by what he read in this letter. Councilmember Wengert described the situation as politically charged and Mayor Derwin called it messy, but pointed out that communities can't be forced to build larger libraries if they don't want them.

- (b) #2 – Letter from Judith Murphy, Chair of the Conservation Committee, to the Town Council with a request for additional maintenance service for weed abatement – May 4, 2012

Vice Mayor Richards said Conservation Committee members worry that they can't keep up with weeds and invasives. Councilmember Driscoll said although the rainy season is the best time for broom-pulling, rain postponed the Committee's planned pull. The delay hampered turnout, but those who showed up spent a full Saturday pulling broom and some even went out on their own afterwards to do more. When Committee members asked Councilmember Driscoll why Public Works doesn't keep the Town's right-of-way clear of invasives, he explained budget limitations affect how much Mr. Young can accomplish and suggested writing a letter asking the Council to consider increasing the Public Works budget for this purpose. Discussion included use of heavy equipment on Town trails for removing trees from private property.

Mr. Pegueros said Mr. Young estimates a trial program for contracted regular maintenance would run about \$15,000. Although Mr. Pegueros said he's still trying to balance the budget for FY 2012-2013, when the time gets closer he will be prepared to make a recommendation to cover some of that cost, but it may not be the full amount.

Councilmember Wengert observed that the problem involves two factors converging – increasing amounts of invasives and fewer people to deal with them. Councilmember Driscoll said more prominence on the Town website and/or in the newsletter might be helpful. He also suggested a program whereby the Town might offer to buy cleared thistle and broom by the pound, which would prompt residents to help clear it. Councilmembers discussed the idea, indicating it could be something similar to what was done with creek cleanup, and could involve youth groups working on community service or fundraising.

- (c) #3 – League of California Cities with information regarding the designation of Voting Delegates and Alternates – May 3, 2012

Mr. Pegueros said the League of California Cities annual conference in San Diego is scheduled for September 5-7, 2012. If someone on the Council wants to represent Portola Valley, he said he'd prepare a resolution to appoint him/her as a voting delegate. Mayor Derwin said that she will consider attending.

(9) Town Council May 18, 2012 Weekly Digest

- (a) #7 – Memo from Brandi de Garneau, Sustainability Coordinator, re: Supporting a Sustainable Food System – April 10, 2012 (Council Separates included a related item, a San Mateo County Food System Alliance document entitled *Producing, Distributing & Consuming Healthy Local Food: Ingredients for a Sustainable Food System*, dated May 18, 2012)

Councilmember Driscoll expressed interest in the idea of a Farmers' Market that Ms. de Garneau raised in her memo. Mayor Derwin indicated that Planning/Building Services Advisor Leslie Lambert has been in discussions with Laura Stec about possibly doing this on Thursday evenings when the Mobile Gourmet food trucks come to Christ Episcopal Church. A chef and Portola Valley resident, Ms. Stec is Corporate Chef for Pescadero Foods, as well as an author, public speaker and green-cuisine consultant. In response to a question from Councilmember Driscoll, Mayor Derwin suggested waiting to see how this develops before getting a committee involved. Councilmember Driscoll also suggested encouraging Roberts Market to be involved in any Farmers' Market effort.

Mr. Pegueros indicated that The Priory apparently produces a considerable amount of the food served in its cafeteria.

- (b) #8 – Memo from Barbara Powell, Interim Assistant Town Manager, re: Task Group concerning Town's Website Policy – May 18, 2012

Mayor Derwin and Councilmember Wengert agreed to participate in task group discussions along with Ms. de Garneau Mr. Pegueros, Ms. Sloan and Administrative Services Officer Stacie Nerdahl.

- (c) #9 – Memo from Nick Pegueros, Town Manager, re: League of California Cities Update on State Budget – May 18, 2012

Councilmember Driscoll said he appreciated the update.

- (d) #12 – Memo from Nick Pegueros, Town Manager, re: MROSD Preliminary Use and Management Plan Amendment for the Hawthorns (Wood Trust) Property – May 18, 2012

In response to Mayor Derwin, Mr. Pegueros indicated that the Midpeninsula Regional Open Space District approached Town staff requesting involvement in any discussions concerning the Hawthorns property. At this time, he said, the MROSD is considering the proposal included in the Digest. If this proposal moves forward, he asked the Council to designate a point person to interface with the MROSD. Councilmember Driscoll, who indicated that the discussion should be on the Council agenda, agreed to be the Council's representative in the interim.

Councilmember Wengert said the Trails and Paths Committee has had a longstanding request to be involved in Hawthorns property discussions as well, inasmuch as members are interested in the possibility of an easement across that property.

ADJOURNMENT [9:03 p.m.]

Mayor

Town Clerk