

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 844 JULY 25, 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  
Sharon Hanlon, Town Clerk  
Howard Young, Public Works Director  
Tom Vlastic, Town Planner  
Sandy Sloan, Town Attorney Representative

ORAL COMMUNICATIONS

Victor Schachter, Golden Hills Drive, who spearheaded the Ad Hoc Airplane Noise Group, a spinoff of the SFO Airport/Community Roundtable, discussed the Federal Aviation Administration's *Next Generation Air Transport System* (NextGen). Already, he said, noise monitoring of SFO air traffic has established continually excessive noise levels not only in Portola Valley but throughout the South Bay, and NextGen will exacerbate the problem. It will permit scheduling more flights more closely together on concentrated routes, expanding flight volume, increasing noise and worsening surface air quality in narrower bands than is currently the case. He said NextGen technology presents an overwhelming threat – not just a potential threat – to the integrity of the communities affected by overflights.

Referencing the Town Council's formal request to enlist the support of U.S. Representative Anna Eshoo in dealing with the FAA on this issue in November 2011, Mr. Schachter indicated that with the support of her office, he and Jim Lyons of Woodside were among those who met with FAA and SFO representatives on July 13, 2012. He said that while a number of follow-up items were identified during this meeting, there was no commitment to any short-term results. He added that ongoing efforts will be made through Rep. Eshoo's office and the Roundtable. Despite the good intentions of many members of the Roundtable, he added, the organization has limited capabilities and authority. In light of the gravity of the situation, he asked the Council to put a fuller discussion of the issue on its agenda at the next appropriate meeting.

CONSENT AGENDA [7:35 p.m.]

- (1) Approval of Minutes: Special Town Council Meeting of June 20, 2012
- (2) Approval of Minutes: Regular Town Council Meeting of June 27, 2012 [*removed from Consent Agenda*]
- (3) Ratification of Warrant List: July 11, 2012 in the amount of \$370,957.92
- (4) Ratification of Warrant List: July 25, 2012 in the amount of \$148,564.20
- (5) Recommendation by Town Planner: Revisions to the Planting Provisions of the Town's Design Guidelines
- (6) Recommendation by Administrative Services Officer: Adoption of the 2012-2013 Appropriations Limit

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Determining and Establishing the Appropriations Limit for 2012-2013 (Resolution No. 2561-2012)
- (7) Recommendation by Public Works Director Notice of Completion for the 2011/2012 Street Resurfacing Project #2011-PW01
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to Accept the Completed 2011/2012 Resurfacing Project #2011-PW01 and Authorizing Final Payment to G. Bortolotto & Co., Inc. Concerning Such Work, and Directing the Town Clerk to File a Notice of Completion (Resolution No. 2562-2012)

By motion of Councilmember Driscoll, seconded by Councilmember Wengert, the Council approved Items 1 and 3-7 on the Consent Agenda with the following roll call vote:

Aye: Councilmember Aalfs, Driscoll, Wengert, Vice Mayor Richards, Mayor Derwin (Richards abstaining on Item 1)

No: None

- (2) Approval of Minutes: Regular Town Council Meeting of June 27, 2012

Councilmember Driscoll moved to approve the minutes, as amended, of the Regular Town Council Meeting of June 27, 2012. Seconded by Councilmember Wengert, the motion carried 4-0-1 (Richards abstaining).

#### REGULAR AGENDA

- (8) Recommendation by Town Clerk: Certification of June 5, 2012 Consolidated Presidential Primary Election
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Declaring Canvass of Returns and Results of the Special District Election Held on June 5, 2012 (Resolution No. 2563-2012)

Ms. Hanlon noted that June 5, 2012 ballot included Measure V, which asked voters in the Wayside II Road Maintenance District whether they approved an annual per-parcel tax from 6.25% to 9.5% to fund necessary road repairs. She said the measure passed with more than the two-thirds vote required, and the new rate will become effective in August 2012. She asked the Council to adopt the resolution certifying the election results.

Councilmember Driscoll moved to approve the resolution of the Town Council of the Town of Portola Valley Declaring Canvass of Returns and Results of the Special District Election Held on June 5, 2012. Seconded by Councilmember Aalfs, the motion carried 5-0.

- (9) Recommendation by Administrative Services Officer: 2012/2013 Woodside Highlands and Wayside II Road Maintenance District Tax Assessments
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Woodside Highlands Road Maintenance District to the 2012-13 Tax Roll and to Collect the Tax at the same time as General County Taxes (Resolution No. 2564-2012)

- (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Wayside II Road Maintenance District to the 2012-13 Tax Roll and to Collect the Tax at the same time as the General County Taxes (Resolution No. 2565-2012)

Each year, the San Mateo County Controller's Office requires the Town to submit updated assessment information and resolutions authorizing the tax collector to collect the taxes at the same time and in the same manner as the general county taxes are collected. Mr. Pegueros explained that the Special Tax for the Woodside Highlands Road Maintenance District has been in effect at the same rate since its approval in 1997. At the same time, voters in the Wayside II Road Maintenance District also approved an assessment, and increased the amount of that assessment via Measure V in the June 5, 2012 Special District Election.

Councilmember Wengert moved to approve the resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Woodside Highlands Road Maintenance District to the 2012-13 Tax Roll and to Collect the Tax at the same time as General County Taxes. Seconded by Councilmember Driscoll, the motion carried 5-0.

Councilmember Aalfs moved to approve the resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Wayside II Road Maintenance District to the 2012-13 Tax Roll and to Collect the Tax at the same time as General County Taxes. Seconded by Vice Mayor Richards, the motion carried 5-0.

- (10) Recommendation by Bicycle, Pedestrian and Traffic Safety (BPTS) Committee: Windy Hill Parking and Intersection Monitoring

Public Works Director Howard Young reported that the Committee had come up with a number of recommendations to present to the Council, including proposals to deal with issues of traffic violation enforcement and overflow parking at Windy Hill. Referring to a memorandum he submitted to the Council, Mr. Young outlined the proposals:

Parking: The Committee has received complaints about weekend visitors to Windy Hill parking their vehicles along Portola Road and blocking the shoulder. With solutions ranging from signs to boulders and logs have been suggested, the Committee favors an incremental approach that would begin with discreet signs directing overflow traffic to the Town Center to park. One sign would be placed in the Windy Hill parking lot and another would be placed across the street facing the parking lot.

Speeding: To address problem areas of speeding violations that have been identified, the Committee is suggesting periodic heightened monitoring and enforcement in problem areas, with deputies systematically addressing one problem area after another. To begin, the Committee recommends:

- 30 days of heightened enforcement in the area of Arastradero Road and /Alpine Road, with a follow-up evaluation after three to six months.
- Heightened enforcement on Portola Road near The Priory in October, once the school year is in full swing.

Vice Mayor Richards asked Mr. Young to elaborate on another option mentioned in his memo, replacing the asphalt drainage swale on Portola Road to eliminate off-road parking. In response, Mr. Young said that if the swale, which is located within the wide shoulder, were removed in favor of landscaping, cars wouldn't park there.

Councilmember Driscoll said that if the Town were to install bike lanes along parts of Portola Road, it would affect enforcement capabilities in terms of parked cars.

In response to Councilmember Wengert, Mr. Young said deputies who monitor The Priory area for speeding cars also will pay attention to the drivers who illegally pass on the right side.

Mr. Young acknowledged that the traffic monitoring focus would take away somewhat from deputies' patrolling elsewhere, but if concentrated enforcement in particular areas is done systematically the Town would benefit, and it would be a good tool for the Sheriff's Office as well.

In response to Vice Mayor Richards, Mr. Young said the Committee is not recommending "no parking" signs at this time.

Councilmember Driscoll moved to accept the BPTS Committee recommendations outlined and direct staff to follow through. Seconded by Vice Mayor Richards, the motion carried 5-0.

(11) Discussion and Council Action: Correspondence Re: San Mateo County Roadway Improvements on Alpine Road in Ladera

- (a) Draft letter to San Mateo County Transportation Authority Re: 2012 San Mateo County Measure A application for proposed bicycle lane improvements at Alpine Road and State Highway 280 underpass

Mr. Young said that at the BPTS Committee meeting, it was announced that the San Mateo County Department of Public Works applied to the Transportation Authority for a competitive grant to fund certain improvements, including installation of a bike lane facility in the underpass at Alpine Road and I-280. He said that although the design hasn't been finalized, he understands that it will be similar to other highway underpass and overpass installations along the I-280 corridor. With the Transportation Authority due to make its final cut on applications in September 2012, he said it's important for the Committee and the Town to draft letters of support for these improvements.

Committee member Shandon Lloyd, who walked the area with Mayor Derwin, said the initial design submitted for funding isn't final, but would go through a public process after TA funds are committed. In response to Councilmember Wengert, Ms. Lloyd also said that other communities, including Menlo Park and Palo Alto, also may be writing letters of support. Stanford University and Ladera Community Association have already done so.

Mr. Young said he'd be working closely with the County and the Ladera group on other traffic-related issues.

- (b) Draft letter to the San Mateo County Board of Supervisors Re: Process to comment on proposed projects in the Town's sphere of influence

Mr. Young explained the letter drafted to the San Mateo County Board of Supervisors is intended to inspire teamwork.

Councilmember Wengert said that both letters are great.

Councilmember Driscoll moved approval of the Mayor's signing the letters drafted. Seconded by Councilmember Wengert, the motion passed 5-0.

(12) Recommendation by Public Works Director: Reject all Bids received for the Ford Field Project

Mr. Young referred to the bids submitted (as outlined in his July 25, 2012 memorandum to the Town Council), indicating that all of them exceeded the landscape architect's estimate by at least 25%. Because the Town has the right to reject all bids, he said he's making that recommendation and to

reevaluate the scope of the project, adjusting as appropriate and rebidding the project during the winter or in the early spring.

In terms of the State grant status, he said that the delay has no impact; he said a State representative informed him that the Town would have until June 30, 2015 to finish the project.

In terms of fundraising for the project, he said the Parks and Recreation Committee has expended extensive effort over the past three months. In discussions with Chair Jon Myers, Mr. Young said Mr. Myers agreed it was a good idea to have more time for more public outreach and more events to drive the effort.

In response to Councilmember Wengert, Ms. Haskell reported that the Committee is about \$150,000 short of its goal at this point, and although efforts will continue, Blues & BBQ is also currently competing for donations.

While the recommendation at this point is to reject all bids and the hope is that the next round will bring in lower bids. Mr. Pegueros said there's no way of knowing where construction costs will go, and thus future bids actually may equal or exceed those received already. Accordingly, he explained, Mr. Young will work with the Parks and Recreation Committee to identify projects that meet needs of the Town and the Little League while moving forward to take advantage of the State grant money.

In response to Councilmember Aalfs, Mr. Pegueros suggested that changes will be such that another design review process probably won't be necessary, although the ASCC will be kept aware.

On a related note, Mr. Pegueros recalled the Council previously discussing the use of some of the proceeds from the sale of restricted stock that had been donated to the Town to help fill the Ford Field project funding gap. In the May 23, 2012 meeting, the Council authorized the sale of that stock, he said, and all of it has since been sold.

Vice Mayor Richards moved to reject all bids received for the Ford Field project and direct staff to reevaluate the project scope. Seconded by Councilmember Driscoll, the motion carried 5-0.

(13) Recommendation by Town Manager: Approval of the 2012-2013 Planning Program

As per his July 25, 2012 memorandum to the Council, Mr. Pegueros said that every year, the Council reviews the Planning Department's planning program and budget. Importantly, he indicated, a Planning Budget Committee consisting of Mayor Derwin, Planning Department staff, the Town Planner's office, and Chairs of the ASCC and Planning Commission reviewed the plan prior to its presentation to the Council.

In response to Councilmember Wengert, Mr. Vlasic clarified that the task of working on an amendment to the General Plan to clarify language about the Meadow Preserve moved from the "special requests" category to have a line item of its own, with a total budget of \$10,000 (including an increased allocation of \$5,000 from the project involving floor area and impervious surface area limitations on large parcels).

He also indicated that the sequence of projects listed is largely in priority order, but a schedule for the Meadow Preserve language work is already starting to take shape. Aside from that item, Mr. Vlasic said, the highest-priority projects would include the Portola Road Corridor Plan, Housing Element implementation, Zoning Ordinance updates and Zoning Ordinance Handbook, and the Status of Land Use Controls & Conditions/Specific Properties/Uses Handbook.

Addressing Councilmember Wengert's request for more information about the focus of the Zoning Ordinance updates, Mr. Vlasic said the plan is not so much to change any content but to reorganize it in such a way that it is easier to use and understand – by staff as well as citizens.

Councilmember Aalfs moved to approve the 2012-2013 Planning Program. Seconded by Councilmember Driscoll, the motion carried 5-0.

(14) Recommendation by Town Manager: Amendment to Consultant Service Agreement between the Town of Portola Valley and Spangle Associates for Planning Services

Mr. Pegueros noted that the Town's agreement with Spangle Associates contains two major pieces, a retainer fee (which would increase by \$1,788, or 2.1%, in the new contract) and billable hours. Billable hours would include the \$180,000 the Council approved in the FY 2012-2013 planning program, plus the estimated \$225,000 in the FY 2012-2013 budget that would be billed directly to project applicants.

Addressing the issue of how the hiring of the Interim Planning Manager affects the budget and the Spangle contract, Mr. Pegueros explained that the transition – both within the department and also between Spangle and the department – is expected to take two years. Accordingly, savings resulting from the transition won't begin showing up until FY 2013-2014.

Councilmember Wengert expressed thanks to Mr. Vlastic and his team for all their help and terrific support during a very difficult year. Mr. Vlastic, in turn, said that Spangle Associates appreciates the opportunity to serve the Town and values the long-term relationship.

Councilmember Driscoll moved to authorize the Mayor to execute the amendment to the consultant service agreement between the Town and Spangle Associates for planning services. Seconded by Councilmember Aalfs, the motion carried 5-0.

(15) Recommendation by Town Manager: Agreement for Sales Tax Audit and Information Services Agreement

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing Examination of Sales, Use and Transaction Tax Records (Resolution No. 2566-2012)

Mr. Pegueros said that while working on the budget, he discussed with the Finance Committee and the Council the need for staff to have some support in terms of sales tax revenue projections. These revenues are collected and transmitted on a cash basis via the State Board of Equalization, and due in part to a number of one-time adjustments, the amounts fluctuate significantly from year to year – for example, for the past three years the range has been from \$97,000 to \$169,000.

One purpose of the Town's proposed contract with Hinderliter, de Llamas & Associates (HdL) is for HdL to conduct an analysis over a one-year timeframe, looking at Town operations to ensure that coding is appropriate and accurate. Sometimes, he said, such analyses reveal that businesses with locations in multiple communities may book charges in the wrong jurisdiction, and sometimes they find businesses that aren't registered with the State. The contract specifies an annual fee of \$3,000 for this analysis.

Auditing records to identify miscoded revenue would be billed on a contingency basis, with HdL due to receive 15% of any new revenue identified. This is a win-win proposition, Mr. Pegueros said, because the Town will receive 85% of whatever additional sums would not have been identified otherwise.

Councilmember Driscoll said that HdL would receive 15% of whatever they find in the first year, but wouldn't receive additional amounts from any systematic miscoding that affects Town revenue going forward. Mr. Pegueros clarified that HdL would receive 15% from the current year plus any penalties.

Recalling that the Town generated an exceptionally large amount in sales tax related to a transaction involving the late Jacques Littlefield's collection of military tanks and other combat vehicles some years ago, Councilmember Wengert asked how that would have been identified in an audit. Mr. Pegueros said it probably took a phone call to the State Board of Equalization to follow up.

Vice Mayor Richards moved to authorize the Mayor to execute an agreement with HdL for sales tax audit and information services. Seconded by Councilmember Driscoll, the motion carried 5-0.

(16) Reports from Commission and Committee Liaisons

Councilmember Aalfs:

(a) Architectural and Site Control Commission (ASCC)

Discussed at the July 9, 2012 ASCC meeting was an architectural review of landscape plan modifications for 210 Golden Oak Drive.

Among items discussed at the ASCC meeting on July 23, 2012 was an application to consider a monopine antenna collocation plan at The Priory for Verizon and AT&T. Councilmember Aalfs reported that Commissioner Craig Hughes raised an important question: Does it make any difference in functionality for a carrier to be the third down of three carriers on a 70-foot pole or the second of two carriers on a 60-foot pole. The Verizon representative present did not know.

Councilmember Driscoll:

(b) Open Space/Historic Resources

Councilmember Driscoll said he and Mr. Pegueros met with representatives of the Midpeninsula Regional Open Space District (MROSD) on July 24, 2012, to look at buildings on the so-called Hawthorns Estate (Woods property). While the buildings are as impressive as they are numerous, he said, they are also in pretty bad shape. They were told it would cost up to \$10 million to restore the historic buildings to their original state.

In response to a question from Councilmember Wengert, Councilmember Driscoll said the building on the front of the property and a carriage house of the same vintage were designed by Julia Morgan, but the original homestead is even older.

He mentioned the possibility of forming a task force including representatives of the Town Council, the Planning Commission, the ASCC and the Historic Resources Committee to develop some proposals to help MROSD deal with this property. He suggested that he and Vice Mayor Richards (an architect) might represent the Council, and asked whether staff could identify other potential task force members.

Responding to Mayor Derwin, Councilmember Driscoll said MROSD plans to add trails to the property eventually, but first has to come up with an overall management plan.

(c) Jasper Ridge Anniversary

Councilmember Driscoll reported having a discussion with Philippe Cohen, director of Stanford's Jasper Ridge Biological Preserve, which will mark its 40th anniversary next year. As part of the celebration, Mr. Cohen asked whether the Town might provide a location for an exhibit by award-winning photographer Robert Buelteman, who has been working as a guest artist at Jasper Ridge.

Mayor Derwin said that the Cultural Arts Committee would be the appropriate channel.

(d) Cable and Utilities Undergrounding Committee

The Committee, which met on July 12, 2012, is working on undergrounding a stretch of Alpine Road from Natthorst Avenue to approximately the Ladera Oaks Tennis Club. The project should be completed within the next couple of years, he said, because PG&E Rule 20A funds are available to complete this stretch, and that the project will be placed fairly high in the queue. A second phase, as yet unfunded would continue the undergrounding along Alpine Road to a little bit past Arastradero Road.

Councilmember Wengert:

(e) Trails and Paths Committee

The Committee held a special meeting on July 5, 2012 to discuss the Portola Road Corridor Plan. Members talked about:

- Ensuring that the plan develops to serve primarily the needs and desires of Town residents, and secondarily visitors and others who are passing through.
- Supporting informal bike lanes as opposed to official bike lanes.
- The importance of preserving the viewshed, maintaining trails and improving connections among trails.

(f) Windmill School

Councilmember Wengert said that she and Councilmember Aalfs participated in the first meeting to discuss a permanent location for Windmill School. It was on July 9, 2012, she said, and was a good discussion about alternative locations. Because she is Chair of the Ad Hoc Committee involved in the Town's efforts to purchase the property at 900 Portola Road – a property that also interests Windmill School – Councilmember Driscoll will work with Councilmember Aalfs and others on the Windmill School issue.

(g) Bicycle, Pedestrian and Traffic Safety Committee (BPTS)

On July 11, 2012, the Committee met and discussed the matters that resulted in the recommendations presented in Item 10. In addition, Councilmember Wengert reported:

- A resident of The Ranch requested new yellow paint striping on the road since it has been repaved.
- Receipt of grant funding from San Mateo County Safe Routes to School.
- A Committee discussion about its Communications Subcommittee's goals.
- Conversation about law enforcement, including bike accident reporting and some of the speeding issues discussed in Item 10.

(h) Housing Element

The community meeting to discuss options for affordable housing in Portola Valley was held on July 11, 2012. Councilmember Wengert said that it was a very successful discussion, and she credits Steve Toben with organizing and managing such a productive process.



Vice Mayor Richards:

(i) Cultural Arts Committee

Among items on the Committee's July 12, 2012 meeting agenda were the Music in the Park series, Blues & BBQ, the art show at The Priory – which may be canceled – and a discussion about the need for more new members.

(j) Planning Commission

Meeting on July 18, 2012, the Planning Commission concurred with staff about granting an occupancy zoning permit request for Concierge Medicine Practice at 130 Portola Road. Two physicians, both of whom are familiar with Portola Valley, will share the practice: Dr. Emma Morton-Bours and Dr. Kathryn Hallsten.

(k) Conservation Committee

During the Committee meeting on July 14, 2012:

- Meetings will now begin at 7:45 vs. 8:00 p.m.
- Danna Breen talked about disconnect between the ASCC and Conservation Committee.
- Danna made a passionate plea to avoid overplanting.
- Members discussed reposting a list of invasive plants that was formerly on the website.

Mayor Derwin:

(l) Energy Summit

Mayor Derwin attended the June 29, 2012 Silicon Valley Energy Summit 2012, sponsored by the Precourt Energy Efficiency Center (PEEC) at Stanford. She participated in breakout sessions on:

- Vehicle Electrification: Who Should Care? Why? When? And How Much?
- Energy Star, LEED: To Certify or Not?
- Social Networking for Energy.

The keynote address was delivered by Robert Simon, Staff Director of U.S. Senate Committee on Energy and Natural Resources.

(m) Bay Area Water Supply and Conservation Agency (BAWSCA)

Mayor Derwin went to the July 19, 2012 Board of Directors meeting of the Bay Area Water Supply and Conservation Agency (BAWSCA) to argue for conservation. She spoke out against transferring two million gallons of water per day from the Tuolumne River, which is being negotiated between the Modesto Irrigation District and the San Francisco Public Utilities Commission.

(n) Sustainability Committee

Meeting on July 16, 2012, the Sustainability Committee covered:

- Acterra High Energy Homes. Program architect Steve Schmidt said data proves that people are continuing with changes they made to cut their energy usage.
- Energy Upgrade California, which will expand into an umbrella grant at the state level.
- Green Towns SunShares, which has 179 people signed up in five communities to install 100-plus kilowatts of new solar power. Of the 179 people, at least 60 are Portola Valley residents.
- Tuesday Harvest Speaker Series. After a summer break, the series will resume in September, with the following topics in the lineup:
  - September 11, 2012: Water Harvesting & Conservation
  - October 9, 2012: Sustainable Food & Harvest Sharing
  - November 13, 2012: Green Remodeling
  - January 8, 2013: Zero-Energy Homes

Mayor Derwin also reported that:

- The list of measures and impacts in connection with the Climate Action Plan, expected to arrive in September 2012, probably will come to the Town Council at its October 24, 2012 meeting.
- An effort is underway to find someone to inventory the pools in Portola Valley.
- The Committee may focus on water usage and conservation next year – which would require a charter amendment.

(o) Bicycle, Pedestrian and Traffic Safety Committee (addendum)

Mayor Derwin met with Bicycle, Pedestrian and Traffic Safety Committee member Shandon Lloyd – who also heads a C/CAG subcommittee – regarding safety measures proposed for a stretch of Alpine Road between Webb Ranch and Interstate 280.

WRITTEN COMMUNICATIONS

(17) Town Council June 29, 2012 Weekly Digest

(a) #8 – Memo from Town Manager Nick Pegueros – Weekly Update – June 29, 2012

Commissioner Driscoll said that he very much appreciates the Town Manager's weekly updates.

(18) Town Council July 6, 2012 Weekly Digest – None

(19) Town Council July 13, 2012 Weekly Digest

- (a) #5 – Memo from Brandi de Garreaux, Sustainability & Resource Efficiency Coordinator – CalWater 2011 Annual Water Conservation Report

Councilmembers discussed the Town's decreased water usage. Councilmember Driscoll pointed out that a danger of being a leader in conservation is establishing lower baselines.

(20) Town Council July 20, 2012 Weekly Digest

- (a) #4 – Memo from Brandi de Garreaux, Sustainability & Resource Efficiency Coordinator to the Town Council – Release of Single Use Bag Ban Ordinance Draft Environmental Impact Report – Memo dated July 20, 2012

Mayor Derwin said that according to Ms. de Garreaux, the Council need not act on this now.

- (b) #5 – Grand Jury Report – “Does San Mateo County Need 13 Separate Police Dispatch Centers?” – July 17, 2012

Mayor Derwin and Councilmember Wengert commented on the quality of the report.

#### CLOSED SESSION

(21) Conference with Labor Negotiator

Government Code Section 54957.6  
Agency Designated Representative: Nick Pegueros, Town Manager  
Unrepresented Employees: Town Staff

#### REPORT OUT OF CLOSED SESSION

No reportable actions.

#### ADJOURNMENT

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Mayor

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Town Clerk