

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 863 JULY 24, 2013

Mayor Richards 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, Maryann Derwin and Ted Driscoll; Vice Mayor Ann Wengert, Mayor John Richards

Absent: None

Others: Nick Pegueros, Town Manager  
Sharon Hanlon, Town Clerk  
Brandi de Garneau, Sustainability & Special Projects Manager  
Stacie Nerdahl, Administrative Services Manager  
Sandy Sloan, Town Attorney

Mayor Richards announced that Item 9 would be moved up to be heard first in the Regular Agenda.

ORAL COMMUNICATIONS

None.

CONSENT AGENDA [7:32 p.m.]

- (1) Approval of Minutes: Town Council Regular Meeting of June 26, 2013 [*removed from Consent Agenda*]
- (2) Ratification of Warrant List: July 10, 2013 in the amount of \$275,356.75
- (3) Ratification of Warrant List: July 24, 2013 in the amount of \$239,046.86
- (4) Recommendation by Public Works Director: Notice of Completion for the Town of Portola Valley 2012/2013 Street Resurfacing Project #2012-PW01
  - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to accept the completed 2012/2013 Street Resurfacing Project #2012-PW01 and authorizing final payment to Half Moon Bay Grading and Paving, Inc. concerning such work, and directing the Town Clerk to file a Notice of Completion (Resolution No. 2603-2013)
- (5) Recommendation by Mayor: Town Manager Employment Agreement
  - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley approving and authorizing execution of Amendment No. 2 to the Town Manager Employment Agreement between the Town of Portola Valley and Nicholas Pegueros (Resolution No. 2604-2013)
- (6) Recommendation by Administrative Services Manager: Consultant Services Agreements between the Town of Portola Valley and
  - (a) CleanStreet for Street Sweeping Services
  - (b) Cotton, Shires & Associates, Inc. for Geologic Services
  - (c) CSG Consultants, Inc. for building Plan Review/Inspection Services
  - (d) Kutzmann and Associates, Inc. for Plan Review Services

- (e) Nolte Associates, Inc. for Engineering Services
- (f) Spangle Associates
- (7) Recommendation by Town Clerk: Adoption of a Resolution Appointing Director to ABAG PLAN Corporation for the Town of Portola Valley
  - (a) Adoption a Resolution of the Town Council of the Town of Portola Valley appointing Directors to Association of Bay Area Governments - Pooled Liability Assurance Network (ABAG-PLAN) Corporation on behalf of the Town of Portola Valley (Resolution No. 2605-2013)

By motion of Councilmember Driscoll, seconded by Councilmember Aalfs, the Council approved the Consent Agenda Items 2 through 7 with the following roll call vote:

Aye: Councilmembers Aalfs, Derwin and Driscoll; Vice Mayor Wengert, Mayor Richards

No: None

- (1) Approval of Minutes: Regular Town Council Meeting of June 26, 2013

Councilmember Aalfs moved to approve the minutes of the June 26, 2013 Regular Town Council Meeting, as amended. Seconded by Councilmember Derwin, the motion carried 5-0.

#### REGULAR AGENDA

- (9) Report from Sustainability & Special Projects Manager: Farmers' Market Trial Period Findings and Recommendation [7:38 p.m.]

On the basis of the Farmers' Market trial period, which began on June 13, 2013, Ms. de Garmeaux said that staff recommends Council's approval to continue the event for a full year and consider the addition of food trucks and/or hot food carts. She said the Farmers' Market is fulfilling its intended goal of being a community-oriented event that promotes fresh produce and other products, provides a venue for residents to socialize, and creates the opportunity to learn about agriculture and sustainability. Summer concert series performances were held in conjunction with two of the Farmers' Markets.

Between 14 and 20 vendors – including Webb Ranch and Jelich Ranch – have participated in each event, with products ranging from fresh, organic produce, flowers, local corn and stone fruits to grass-fed beef, wild seafood, artisan cheese, chocolates, baked goods, nuts and nut butters. Ms. de Garmeaux said there's also been music and crafts.

During the trial period, staff informally surveyed attendees on three occasions to get a sense of how many residents were among them, solicited feedback from local food retailers and received public input. Approximately 74% of the attendees live in Portola Valley. The surveys revealed that 61% of the residents shopping at the Farmers' Markets had been shopping at other farmers' markets, mostly in Menlo Park and Palo Alto.

Ms. de Garmeaux said staff reached out to local businesses and neighbors around Town Center, Springdown and Christ Church last week. Springdown has had no issues with the Farmers' Market and doesn't anticipate any issues with the addition of food trucks. After the summer break, Christ Church, which is supportive of both the Farmers' Market and food trucks, plans to start programming in conjunction with the Farmers' Market, Ms. de Garmeaux said. The church also wants to continue the shared parking agreement with the Town.

Parkside Grille is supportive of what the community wants, Ms. de Garneau reported, the Portola Café Deli is supportive of the Farmers' Market but is concerned about bringing in food trucks, and Roberts Market is concerned about both the Farmers' Market and the impact of food trucks on its business. Ms. de Garneau explained that staff and the market organizers have presented ideas to these merchants to engage their businesses in the market. For instance, she said, Parkside Grille prepared special dishes featuring fare from the Farmers' Market either the evening of the event or the next night, and Portola Café Deli served special pizzas. She said they've brainstormed several ideas with Roberts Market, such as featuring particular local vendors or specialty-food vendors. She said they'd continue working with these businesses to bring ideas to fruition.

About 60 letters about the Farmers' Market have been submitted, Ms. de Garneau said. According to the input, serving hot foods would be helpful to parents of small children and others who want more diversity in their dining options. Quite a number of residents commented on the Farmers' Market being a very informal way to socialize with neighbors, reconnect with old friends and make new friends, she said.

With a booth set up at each Farmers' Market, Ms. de Garneau said the Town has been able not only to inform residents about some programs available to them, but also to listen to and follow up on concerns. She also pointed out that the Library is adding programming in conjunction with the Farmers' Market, starting with Story Time in the Redwood Grove. The Tuesday Harvest Speaker Series will shift to Thursdays to make these events even more convenient to residents who are already at Town Center for the Farmers' Market, and Town committees have been invited to help staff the Town booth in August to let residents know about upcoming events.

Councilmember Driscoll asked whether the Farmers' Market would operate in January. Ms. de Garneau said staff is asking the Council to give the Town Manager authorization to work with the organizers and staff on a winter schedule, and perhaps experiment with the vendors and the community to determine what works. She said earlier hours are a possibility too, so that vendors could be packed up by dark.

Bob Bondy, Saddleback Drive, said the Farmers' Market is effective in bringing people together, and it's great to see children playing and laughing. On the other hand, he said, the Farmers' Market promoter isn't enforcing local health code rules and completely ignores the supposed prohibition against pets. If there are going to be food trucks and carts, he said, the County might come in and shut the whole thing down.

Don Jacobson, Farm Road, read a letter from Wayne and Judy Earl, who also live on Farm Road directly across the street from the Farmers' Market. The Earls, who could not attend this meeting, wrote:

Most of us live here for the quiet, rural atmosphere that Portola Valley offers. We moved here from a Menlo Park home 40 years ago for that reason. Our Town enjoys freedom from the crowded retail-centered cities like Redwood City, Menlo Park, Palo Alto and almost every other city on the Peninsula, with the exception of Woodside. Now we are experiencing the unwanted influx of hundreds of visitors and bicyclists every weekend day, threatening the character of our Town. And now the Town is proposing a county fair atmosphere midweek in our midst, and not on a playing field, where the noise might dissipate, but directly across from a residential district. And not once a year, but weekly.

We enjoy four sources of fresh quality produce, meats and fish nearby. Roberts of Portola Valley virtually at the geographical center of Town, offering both regular and organic vegetables and meats and fish. Roberts of Woodside does the same. They continue to have a wide selection of excellent produce, meats and fish and are perhaps four miles away. And just beyond, Webb Ranch offers both locally grown and farm-fresh produce during the summer months. We have countless fine wine merchants, and of course, we all know grapes. Finally, both Woodside and Menlo Park have farmers' markets. Do we need another one?

Food trucks? Carnival rides? A flea market? If an event of this magnitude were an annual event, it would be no big deal, but a weekly event with music, wine-tasting, traffic and crowds stretching

from 1:00 p.m. until 8:00 p.m. including cleanup is entirely inappropriate. If you insist on this event, why not locate it at the Woodside Horse Park, where there's plenty of open space and no one to bother? We have only our priceless rural peace and quiet. Why set up so cheaply?

I don't know who is pushing this proposal, but I doubt that they are residents of Portola Valley. I cannot understand how the benefits from this proposal can outweigh the irritation. Most likely, it is the food sellers looking for yet another location to offer their goods without any investment. Remember, not so long ago, we were left without a market in Portola Valley. If we allow sellers with no investment in the Town to skim business from our market, we may be without one again. Truck farmers don't sponsor Little League teams. If their profits don't measure up, their shop is on wheels. Lastly, if you want to build a sense of community, have your neighbors over for dinner, join the church, support the school. Don't count on that happening at the back of a fish truck.

Please keep our Town rural and residential. We should not be yet another market target.

Nicole Pasini, Portola Valley Library, said exposure at the Farmers' Market has resulted in a large increase in summer reading sign-ups because it enabled Library staff to reach people who don't normally come into the Library. In addition, she said the Library's walk-in traffic has increased on Farmers' Market days, with about 36% more people than they usually see in the summer. She said that about 30 children are enjoying the Library's new Story Time in the Redwood Grove that Ms. de Garneau mentioned, and the Library also is planning Cookbook Chats at the Farmers' Market and 3-D Cooking Demonstrations.

Ryan Coffee, Russell Avenue, said the thing about having the Farmers' Market at Town Center as opposed to a place such as the Woodside Horse Park that's somewhat more isolated is that it *is* the Town Center, the "town green," in a sense. He said he spent many years in New England, where communities have that good, rural feeling because everything happens at the town green. The Farmers Market, he said, enables Portola Valley to build something that we miss from 100 years ago, and something that's missing in all of suburbia. Mr. Coffee said that he would recommend having the Farmers' Market organizers address issues of concern.

Danna Breen, Alpine Road, said the Farmers' Market is a fabulous boon to the Town, resulting in her meeting new friends and seeing old ones. She said in the future she'd like to see more emphasis on people walking to the event, riding their bikes or coming on horseback to cut back on traffic and improve the vibe of the whole experience of being there.

Mayor Richards brought the matter back to the Council for discussion.

Councilmember Derwin said when she came on the Council and Councilmembers were struggling with building the Town Center, they'd envisioned exactly the kind of thing going on at Town Center with the Farmers' Market. She said she hopes she's also speaking for Councilmember Driscoll – who was on the Council at the time as well – about how proud she is to have been in on the ground floor when Town Center was created every time she sees the Farmers' Market in progress, a concert, children in the Redwood Grove, at the creek and on the playing field. She said she's sorry some neighbors don't share her love of the Farmers' Market, but that doesn't dissuade her from her position. She said it's not only beautiful, but it also exposes her to new vegetables, lets her meet and interact with vendors, and enables her to catch up with friends she hasn't seen for years. It's a great place for families, too, she said – what she envisions it would be like living in France and going to the village to get food every day. She said it fits into the culture of the younger generation and is an antidote to things about Silicon Valley that she's not so fond of.

Councilmember Derwin recognized Brook Coffee in the audience, characterizing her as a visionary and worker bee, as well as Laura Stec, who's not present, and Ms. de Garneau, thanking them for bringing the Farmers' Market to Portola Valley. She said she's completely in support of it, as well as the food trucks. She wants definitely to continue working with Roberts Market and make it feel less threatened, she said, because we must keep Roberts in Town. She said that in the past, after she went to the Palo

Alto farmers' market on Saturdays or Sundays, she shopped at Whole Foods; now, she goes to the Portola Valley Farmers' Market and then shops at Roberts. She wants Roberts to feel comfortable, because she said we still have to go forward with the Farmers' Market as a hugely positive event and something the community wants and needs.

Councilmember Driscoll said he shared Councilmember Derwin's emotional reaction when he saw the Farmers' Market crowd at Town Center. It's exactly what the Town Center was intended to be, he said.

Councilmember Aalfs drew attention to what he called his favorite response to the Farmers' Market in the agenda packet, a child's drawing with a message, "I love the Farmers Market. Thank you!" He said he too loves the Farmers' Market, and shops there as well as Roberts Market and through Community-Supported Agriculture (CSA).



Vice Mayor Wengert said that she too thinks the Farmers' Market has been a terrific success and a great community-building event. Her only question, she said, is whether the Council should approve a full year, or whether there should be an evaluation sooner. She is concerned about the food carts, she said, primarily as they relate to the ordinances, requirements, taxes, etc. that govern other merchants. She said the Town's rigorous and well-defined criteria for merchants hold Portola Valley merchants to a very high standard. She said the Town is blessed to have Roberts Market and she doubts another merchant of comparable quality, size and scale would operate in its place if it were to leave Town.

She pointed out that Roberts Market not only pay taxes, but participates in the schools and is very much a part of the community. In speaking with George Roberts, Vice Mayor Wengert said that she recognizes the Farmers' Market as a great community asset, but suspects he would react a little differently to the idea of prepared foods. She noted that both Roberts and the Portola Café Deli have significant investments in high-quality prepared foods, many of which must sell the same day they're prepared. Vice Mayor Wengert said that in our fervor for the Farmers' Market, we should be careful not to disadvantage local merchants by not thinking through the potential ramifications of making food trucks part of the equation. She said the food trucks would better be treated as a separate item.

Councilmember Derwin said combining food trucks with the Farmers' Market would help the market after the summer season is over, and anything that brings more people to Town Center would bring people to the Farmers' Market. Ms. de Garmeaux said that's partly correct, but in addition, the community seems to want diversity in food choices, and making that diversity available locally at the Farmers' Market capitalizes on the convenience aspect.

Mayor Richards said that he too has some concerns about food trucks putting Roberts at a disadvantage, but he's not sure the food trucks would have much negative impact.

Mr. Pegueros said the contract with the Farmers' Market organizer could include quarterly reports that allow the Council to reevaluate the specific issues in the contract, including operating hours and the inclusion or exclusion of food trucks.

Councilmember Aalfs said food trucks make a lot of sense this time of year, especially for those with school-age children, but perhaps not so much if the Farmers' Market runs until 4:45 p.m. Vice Mayor Wengert said she'd not object to food trucks occasionally, but the Farmers' Market seems to do very well without them. Mayor Richards suggested perhaps including food trucks in only the summer months. Councilmember Driscoll said food trucks would make sense when people stay after the Farmers' Market to listen to a concert. Ms. de Garmeaux concurred that food trucks in connection with the concerts had a

special feeling. She suggested that maybe having food trucks come only once a month instead of every week would help retain that special feeling. Councilmember Derwin, who said food trucks can be a great service to families, pointed out that they were quite popular last year, even before the Farmers' Market trial was contemplated. She also suggested food carts with tamales or something come during weeks when there would be no food trucks. Ms. de Garmeaux said County guidelines would allow carts with tamales, hot dogs and empanadas in hot-food carts, and other prepared hot foods have to come from food trucks. She also noted that although it can be difficult to attract cart vendors, it might be easier once the Farmers' Market is on a year-round schedule. If there will be food trucks, Ms. Sloan said the number ought to be discussed and determined also.

In response to Mayor Richards, Ms. de Garmeaux said residents have expressed a preference for a year-round Farmers' Market, which also appeals to high-quality vendors because they don't have to find new venues every spring. Additionally, a year-round operation would make it easier for people to build Farmers' Markets outings into their schedules.

Councilmember Driscoll said he sees three distinct elements – the Farmers' Markets, the food trucks and carts, and the concerts – and would like to see a schedule of which events would take place when. Vice Mayor Wengert pointed out that there may be other types of events in different seasons as well, such as star-gazing, flight night, etc.

Based on the discussion about concurrent events, Ms. de Garmeaux said she'd bring a schedule back to the Council for consideration of the food truck/cart proposal. Mr. Pegueros, noting that the Town has allowed food trucks at other Town-sponsored events (aside from the Farmers' Market), said the only such event in the near future is the August 22, 2013 concert.

Councilmember Driscoll moved to 1) approve continuing the Farmers' Market for one year; 2) authorize the Town Manager to work with the Town Attorney to execute the necessary agreements to continue the Farmers' Market and shared parking arrangement with Christ Church, and 3) authorize the Town Manager to work with staff, the Farmers' Market organizer and Council liaison to develop an appropriate schedule for the Farmers' Market during "standard" time (i.e., winter). Seconded by Councilmember Aalfs, the motion carried 5-0.

(8) Recommendation by Administrative Services Manager: Revisions to the Community Hall Usage Policy [8:17p.m.]

Ms. Nerdahl presented a PowerPoint presentation to provide historical and statistical context for tonight's discussion regarding the proposal that the Town Council review and approve staff's recommended revisions to the Community Hall and Activity Rooms Use/Rental Policies and Procedures.

She pointed out that originally the Town Center was not a popular venue for weddings and social functions. The assortment of classes held in the Multi-Use Room (MUR) that were offered to the community was basically static.

Since completion of the new facility in 2008, it has hosted many more classes for both children and adults, as well as private events, neighborhood groups and Town-sponsored events. Ms. Nerdahl pointed out that in the old facility participant enrollment was the responsibility of the instructors, but now all registrations are processed in-house at the counter or online. She said the staff coordinates with the instructors to ensure a variety of offerings to the community, facility availability, insurance documentation, and fingerprinting for children's classes. In addition, she said each seasonal quarter requires a bit of overhaul to the community classes section of the website. When classes are up and running, she said that staff needs to carefully track revenues and expenditures to subsequently report to the donor sponsor organization twice a year. She said as opposed to a single adult morning fitness class several years ago, Town Center now hosts art, dance, dog training, stress reduction, writing and multiple fitness classes for adults, plus numerous children's programs. As of March 2013 a total of more than 3,000 children and adults had participated in the first five years of the Community Hall's operation.

She said the facility has proven very popular and much in demand for private events, mostly weddings and receptions, using the building, patio and the adjacent Redwood Grove. She said the facility is shown two to three times a month to people interested in having a wedding and/or reception there.. In August and September 2012, during a nine-week period, there were seven weddings, a birthday party, and Blues & Barbecue. The Community Hall has hosted 20 birthday parties, seven memorials, seven private meetings, six retirement parties, six mitzvahs, a farewell party, a christening and a quinceañera, for a total of 88 private events. The agreement with the donor calls for no more than 24 private events per year.

The staff typically works with members of bridal parties, mothers of the bride and groom, wedding planners, caterers, and recently the lighting coordinator to review details on the facility's operations and various permissions, logistics of deliveries, lighting, equipment operations and coordinating fee deposition requirements, insurance requirements, and finally the deposit refund. As detailed in the staff report, some of these private events have proven to be much more time-consuming for staff than others and staff is hopeful that the recommended policy changes will mitigate this.

Community groups also use the facility on a rotating basis. Approximately 12 local groups, some of which meet twice a month, are permitted to use the facility at no charge. The recommendation is to increase the permission to up to four times a month for daytime events; those held after 5:00 p.m. would remain limited to twice monthly.

In addition to any official Town meetings, Ms. Nerdahl said the Town itself sponsored events in the Community Hall or elsewhere at the Town Center that made the facilities unavailable for booking – such as Blues & Barbecue and the Summer Concert Series.

In summary, she said that between late 2008 and March 2013, the Community Hall has hosted 34 different classes with more than 3,000 students, nearly 100 private events, a dozen local groups on a semi-regular basis, and more than 75 Town-sponsored events. She acknowledged Accounting Assistant Cindy Rodas for all her work in making the facility successful, as well as a handful of former employees, including Skip Struthers, Barbara Powell, Janet McDougall and Teresa Bowerman. She said that new Administrative Tech Julie Olsen is well on her way to learning the ins and outs to the successful management of the Community Hall. According to Ms. Nerdahl, staff is particularly mindful of ensuring that the facility fulfills the grantor's intent in that it's used primarily for nonprofit use and the promotion of sports, public health, education, arts, culture, and youth aid for the Portola Valley community.

Councilmember Driscoll, recalling that the donor organization, the Hasso Plattner Foundation, needed to be audited by the Germany government only for a few years, asked about the status of that requirement. Ms. Nerdahl said when she reached out to Hasso Plattner this year to ask that same question, they reaffirmed that it's 20 years. She said that KPMG would arrive next week for the annual report audit, and in addition, staff prepares two in-house activity reports every six months.

In response to Councilmember Derwin, Ms. Nerdahl confirmed that there's been only one Sunday event at Community Hall, because no staff members are usually on hand on Sundays.

Vice Mayor Wengert thanked Mr. Pegueros and Ms. Nerdahl for coming up with a very reasonable policy. She said she's seen the aftermath of a few weddings and while it's an incredible location for a wedding, the Town Center really wasn't designed for weddings as a primary function and she understands the time demands weddings put on the staff and supports the recommended changes.

Councilmember Derwin said she at first thought the increased proposed for weddings was a little high, but she did her own research and learned that Holbrook-Palmer in Atherton charges \$2,250 for 101 to 200 guests, plus \$100 for each additional hour, and no weddings. At Valley Presbyterian Church, it's \$1,850 for 2.5 hours. So she supports the new policies.

Ms. Nerdahl said weddings would not be discouraged completely, they are just trying to bring them to a number that's more reasonable for staff to work with.

Councilmember Driscoll asked how many weddings involve Town residents or people who have some association with the Town, such as parents live here or they grew up here). Ms. Nerdahl said Julie Olson did a quick analysis and found that 50 of the 75 events were non-residents. Councilmember Driscoll said he didn't want this to be an attraction to people in the East Bay to come here to have a wedding and wanted it to be more reserved for those who grew up in this Town.

Councilmember Driscoll moved to approve the recommendation revisions to the Community Hall Usage Policy. Seconded by Vice Mayor Wengert, the motion carried 5-0.

(10) Recommendation by Town Attorney: Adoption of a Resolution replacing the Resolution regarding the UUT ballot measure language [8:32 p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley replacing the Resolution giving Notice of the Holding of a General Municipal Election to be held on November 5, 2013, for the purpose of submitting to the voters of the Town of Portola Valley a ballot measure authorizing the extension of the reduction in the Utility Users Tax (Resolution No. 2606-2013)

Ms. Sloan said that after reviewing Resolution 2602-2013, which the Council approved at its June 26, 2013 meeting, it was felt it wasn't clear enough, and the County indicated that the referenced ordinance had to be attached to the resolution for submittal to the County Registrar of Voters. As such, the language has been revised in the new resolution being presented for Council approval.

In response to Councilmember Derwin's question about reaction to the Town's news release about the election, Mr. Pegueros said they received positive feedback and members of the public said it was helpful to have access to that information.

Councilmember Driscoll mentioned that the Cable and Utilities Undergrounding Committee asked if we would consider instead modifying instead of reducing the tax, or else designating some funds be set aside for underground maintenance, because at the rate the funds are currently accruing, it would be around 2040 before there's enough money to actually do another stretch of undergrounding. He said we should be thinking about this for next year.

Councilmember Derwin asked if we wanted to earmark some of those funds or propose raising the rate, could we do that before four years. Ms. Sloan said we could spend some money on something, but we can't earmark it. She said the difference between a general tax and a special tax is that the general tax is not earmarked for any one thing and any Council can use discretion as to how to spend the money. A special tax, such as our Open-Space Tax, is earmarked. A special tax takes a two-thirds vote and general tax takes a majority vote. Also, if you wanted to earmark a certain percentage of the general tax for a special purpose, you're essentially converting part of the general tax to a special tax, which would therefore require a two-thirds vote. She said that if next year the Council wanted to spend some of the money that's come in on undergrounding or something like that, it would have that discretion.

Bill Urban, Canyon Drive, said the topic about using some portion of the UUT for undergrounding came up about five years ago in the Finance Committee. He said there could be various arguments about why we shouldn't use any part of the UUT, which generally funds annual operating expenses, to fund what is really a capital project that otherwise would take decades to do. He said if the Town wants to do this right, a large upfront funding source would be needed, which means probably a bond issue to get the whole thing done in a year or two years, and then pay it out over a period of years. He suggested the Council ask the Finance Committee come back to the Council with some ideas.

Councilmember Aalfs moved to approve adoption of a Resolution replacing the Resolution regarding the UUT ballot measure. Seconded by Councilmember Driscoll, the motion carried 5-0.



Vice Mayor Wengert said that typically with a project this size, in addition to having the Finance Committee weigh in, she'd also want to make sure the Cable and Utilities Undergrounding Committee would be willing to take it on. She said it's not something she would vote for the Council to do at a Council level.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS [8:40 p.m.]

(12) Report from Cable and Utilities Undergrounding Committee: Dedicated Revenue Source for Undergrounding Projects

Councilmember Driscoll said the Committee was created to deal with the exclusive contract we had with a cable company, which state law has now preempted. It was then made into a Cable and Utilities Undergrounding Committee to expand its scope to focus on undergrounding. Once the small stretch of undergrounding is done in front of the Portola Valley Garage in the next couple of years, the Committee had discussed what its purpose would be going forward. Councilmember Driscoll suggested it could become more of a technology committee and also help to revise the Town's website and address other technological issues because they're probably the most high-tech committee in Town. He said members were open to that.

Mr. Bondy, a member of the Committee, said he certainly encourages volunteer participation. He said he felt badly when a committee member resigned who, as a resident of The Sequoias, represented 10% of the population. He said if the Committee needs to take a new direction, so be it. He came tonight to get the pulse of the Town Council because this proposal came up about a year ago and was kind of met with a lukewarm feeling. In the meantime, he said the price of undergrounding is going up. He said a year ago they were quoted \$365 a foot and now it's closer to \$500 a foot, and it's not going to get any cheaper. He said he's seeing good things happen in the Town, but on the other hand, a tree trimmer indicated that the upper limbs of the oak trees on the west side of Alpine Road between Nathhorst Avenue and Golden Oak Drive are growing over the power lines and will be cut off in the next year or so because they're becoming an obvious hazard. If we'd have acted sooner, Mr. Bondy said, maybe those trees wouldn't have to be flat-topped.

Councilmember Driscoll said it's a mystery why PG&E would spend how much money to remove those limbs, maybe tens of thousands of dollars. Mr. Bondy said it's not PG&E's idea to do that. It is the PUC's mandate, and it all has to do with something very similar to our Fire Reduction Plan at The Ranch. He said it's just something that has to be done and is required by the PUC and CDF and the Forest Service.

There was additional discussion regarding what appears to be a waste of money to do regular major trimming of trees by PG&E when we're supposed to move underground in two years, rather than just move the project up in the queue.

Councilmember Driscoll said Councilmembers seem to agree that the Cable and Utilities Undergrounding Committee and the Finance Committee should jointly discuss the issue of how to accelerate the process of undergrounding, or at least put it on a more consistent, regular schedule. We finally got in the queue and it's a three-year queue, so you have to wait three years after you finally get it lined up. He said the Cable and Utilities Undergrounding Committee had been trying to prioritize the areas that needed it most.

(11) Reports from Commission and Committee Liaisons [8:50 p.m.]

Vice Mayor Wengert:

(a) Architectural and Site Control Commission (ASCC)

On July 22, 2013, the ASCC:

- Held a field meeting at 140 Pinon Drive to begin a preliminary architectural review of a Westridge Subdivision home that will be torn down and rebuilt on the same footprint but with substantially reduced total floor area
- Conducted architectural reviews of a driveway entry gate at 1077 Portola Road and house additions, a driveway modifications and site development permit for a home at 468 Westridge Drive

Councilmember Derwin:

(b) Planning Commission

At its meeting on July 17, 2013, the Planning Commission:

- Approved a request for an extension of the life of a tentative map at the Shorenstein property at 1260 Westridge Drive; a neighbor expressed concern about the possibility of affordable housing being built on that site because the idea of second units being up to 1,500 square feet is being considered
- Discussed whether meeting minutes are too detailed and should be more of a summary

(c) Searsville Dam

Councilmember Derwin and Ms. de Garmaux met with Steve Rothert, Director of American Rivers' California Regional Office, and Kerri McLean, the Associate Director, who are working with the Beyond Searsville Dam Coalition. Stanford has assembled a broad group, including a number of Portola Valley residents, to study options. She said they're considering a request to talk to the Town Council to encourage Stanford to look at *all* the options.

(d) San Mateo County Supervisor Don Horsley

Councilmember Derwin had lunch with Supervisor Don Horsley to discuss a number of issues:

- He said he hadn't heard about the tax equity allocation "TEA" tax issue. She explained that the Town is not happy about the situation.
- Regarding the Alpine/I-280 bicycle traffic situation, she explained that he needs to communicate more and have more presence. To that end, she invited him to the concert. He showed up late, after she left, so she doesn't know whether he spoke with anyone or not.
- She asked whether there are funds for repairing the Alpine Trail; he said there is, and that the trail would be fixed, but he's not sure when. She told him that she will be sure to have Charlie Krenz meet with him every two months to remind him that it needs to be taken care of.

- The Woodside VOR, because she had spent a great deal of time talking with Congresswoman Jackie Speier's District Chief of Staff Director and wanted to bring him up to speed on that.

(e) Affordable Housing

Councilmember Derwin and Mr. Pegueros attended Assemblymember Rich Gordon's ad hoc affordable housing group's meeting to talk about housing elements and RHNA numbers. A key point is the tremendous influx of housing advocacy groups and their attorneys into the process, which has changed things a bit. She said housing elements are being enforced in a way they were not in the past, with Menlo Park only one example among many. Councilmember Derwin said she thinks Assemblymember Gordon will prepare some legislation, but expects it to be more tweaking the system rather than lobbying for, for example, affluent towns to be able to buy their way out. She said some affluent communities have complained. While she is a strong advocate of affordable housing, Councilmember Derwin said with the amount of staff time and taxpayer money being spent trying to reach RHNA numbers without affordable housing to show for it, the system really isn't working that well.

(f) SFO Airport Noise

Councilmember Derwin reported having a long conversation with Brian Perkins, District Director for Congresswoman Speier's office, who has worked for many years trying to help Brisbane mitigate the effects of overflights. She said Congresswoman Speier has brokered a deal with the FAA limiting overflights to certain hours so people could sleep.

According to Councilmember Derwin, Mr. Perkins advised that while it is difficult, change can be effected with the FAA. He also said the overflights problem will get worse. He further advised that although Congresswoman Speier isn't Portola Valley's representative, if constituents come out from the small portion of the Woodside VOR that is in district, she'll meet with them. Councilmember Derwin will follow up with Mr. Perkins to find out what progress has been made.

(g) C/CAG Resource Management and Climate Protection Committee

Meeting today, the Committee debriefed on the June 4, 2013 Countywide Climate Adaptation and Regional Joint Policy Committee Workshop, which Councilmember Derwin also attended. She said undergrounding was considered a good adaptation in the context of climate change. She brought the Resilient Communities for America agreement before the Committee, which is considering bringing it to C/CAG to have everyone sign on together.

(h) Council of Cities

Councilmember Derwin said she went to the Hawaiian Cultural Center show in South San Francisco. The festivities reminded her to encourage Councilmembers to attend the next Council of Cities event in Woodside in August.

Mayor Richards:

(i) League of California Cities

Paul Helliker, Deputy Director of Delta and Statewide Water Management from the California Department of Water Resources, addressed a dinner meeting of the League of California Cities. Among the topics of discussion were details of the Bay Delta Conservation Plan and the multi-billion-dollar construction of three 35-mile tunnels from the Sacramento River.

(j) Nature and Science Committee

Mayor Richards reported a productive discussion with Jed Cyr, a Director of the Midpeninsula Regional Open Space District (MROSD), about possibilities for the Hawthorne Estate property. Mr. Cyr said MROSD is still working on it and will be for a long time, and he wants people to come to the meetings and speak up. Mayor Richards said he passed this information on to Nature and Science Committee Chair Yvonne Tryce, and he's also hoping to have a presentation by the Real Property Division on how they put together the agreement with Picchetti Ranch.

(k) Emergency Preparedness Committee

Meeting on July 11, 2013, Committee members discussed the coyote brush along the right of ways, which also came up at the Conservation Committee Meeting. They also discussed CERPP and the portable EOC.

Councilmember Derwin later reported that Woodside Councilmember Deborah Gordon indicated that Woodside doesn't have an emergency preparedness committee but instead relies on the Woodside Fire Protection District.

(l) Cultural Arts Committee

Among topics discussed at the July 11, 2013 meeting were the Art Walk and Holiday Faire.

(m) Conservation Committee

Meeting on July 23, 2013, the Committee discussed the native plant garden and trimming along Portola Road, evaluating that whole effort, possibly developing some kind of maintenance program. The Committee will be coming to the Council with its backyard habitat program, which is modeled after Woodside's.

Councilmember Driscoll:

(n) FireWise Committee

Points of discussion included:

- Palo Alto's annual controlled burn at Arastradero Preserve this year took place after the state had declared the fire season had started. The Woodside Fire Protection District was so upset about it, they refused to participate. He believes it's worth a letter from the Mayor of Portola Valley to the Mayor of Palo Alto asking for Palo Alto's cooperation in coordinating with the Fire Department before they do controlled burns, particularly after fire season has been declared open.
- Fire Marshal Denise Enea is especially concerned that large privately owned open-space areas, many of which have their own fire-management policies areas (i.e., Coal Mine Ridge) are becoming a hazard.

WRITTEN COMMUNICATIONS [9:19 p.m.]

## (13) Town Council June 28, 2013 Weekly Digest

- (a) #8 – Email from resident, Lynn Jacobson, re: Clarification on purpose of Farmers' Market – June 25, 2013

Councilmember Driscoll asked if there's a way to encourage more local focus in our Farmers' Market. Mr. Pegueros said although Ms. de Garneau did not show the slide, she had one prepared that showed the distances vendors came to the event; the furthest away were olives that came from Corning but were processed in Pacifica, which is about 200 miles and everything else was less.

(14) Town Council July 3, 2013 Weekly Digest

- (a) #5 – Arborist Report for the valley oak in the Schoolhouse parking lot – June 24, 2013

Vice Mayor Wengert expressed thanks for taking care of the hazards posed by the decaying tree. Ms. Sloan noted that the same week this tree was removed, an oak tree fell at a camp near Yosemite, killing a staff person and injuring two others.

(15) Town Council July 12, 2013 Weekly Digest

- (a) #6 – Email from Doug Yakei, PIO to the San Francisco International Airport to Nick Pegueros, Town Manager re: Plans to Re-Open Runway 28L – July 10, 2013

Councilmember Derwin said that Brian Perkins doesn't feel that runway closures affect the number of planes being rerouted to the Woodside VOR.

(16) Town Council July 19, 2013 Weekly Digest

- (a) #5 – Memo from Sharon Driscoll, Chair of Teen Committee, re: Update on the Teen Committee and the Bill and Jean Lane Civic Involvement Project – July 16, 2013

Councilmember Derwin said Ms. Driscoll's note was really lovely.

ADJOURNMENT [9:23 p.m.]

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Mayor

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Town Clerk