

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 864 AUGUST 28, 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 and Maryann Derwin; Vice Mayor Ann Wengert, Mayor John Richards

Absent: Councilmember Ted Driscoll

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

ORAL COMMUNICATIONS

Don Jacobson, Farm Road, discussed the concert last week at Town Center that the Cultural Arts Committee arranged. Noting that he and his wife were sitting at their home, about 300 yards away, when music started blaring through the house, he played a brief, loud audiotape he said he recorded at 8:30 p.m. Despite prohibitions against amplification, he said the musicians used huge speakers. He said it was annoying, made a lot of people very unhappy and he hopes it doesn't happen again.

- (1) Presentation: Portola Valley Ambience: A Visual Tour of a Wonderful Place to Call Home by Sheldon Breiner [7:35 p.m.]

Mr. Breiner said his presentation, produced in part with financial support from the Lane Foundation, was created as a gift to every homeowner in Town, and with Town approval, he wants to duplicate and distribute it to about 1,800 fellow homeowners. Mimi Breiner, a member of the Cultural Arts Committee, said the late Bill Lane encouraged her husband to produce Portola Valley Ambience, which he has done also as a tribute to Mr. Lane.

Councilmembers suggested that the sanction request should probably come through the Cultural Arts Committee, and questioned whether a mass mailing was either appropriate or desirable.

Although the sound hasn't yet been incorporated, Mr. Breiner played part of the 30-minute production, noting that the Town website contains links to many of the photos. He also indicated that he'd done DVDs for Portola Valley Ranch and for a Stanford class reunion.

CONSENT AGENDA [7:57 p.m.]

- (2) Approval of Minutes: Town Council Regular Meeting of July 24, 2013 [*removed from Consent Agenda*]
- (3) Ratification of Warrant List: August 14, 2013 in the amount of \$200,897.86
- (4) Ratification of Warrant List: August 28, 2013 in the amount of \$159,155.28
- (5) Recommendation by Administrative Services Manager: Consultant Service Agreement between the Town of Portola Valley and Townsend Management Incorporated
- (6) Recommendation by Administrative Services Manager: Fiscal Year Ending 06/30/13 Interfund Transfers and Budget Amendments

- (7) Appointment by Mayor: Request for appointment of members to the Nature and Science Committee
- (8) Appointment by Mayor: Request for appointment of members to the Open Space Acquisition Advisory Committee
- (9) Appointment by Mayor: Request for appointment of a member to the Parks and Recreation Committee
- (10) Recommendation by Mayor : Amendment to agreement between the Town of Portola Valley and Jorgenson, Siegel, McClure & Flegel, LLP for provision of Legal Services
 - (a) Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a First Amendment to Agreement for Legal Services Between the Town of Portola Valley and the Law Offices of Jorgenson, Siegel, McClure & Flegel, LLP (Resolution No. 2607-2013)
- (11) Proclamation of the Mayor: Honoring Sandy Sloan, on her retirement and 20 years of dedicated service to The Town of Portola Valley [*removed from Consent Agenda*]

By motion of Vice Mayor Wengert, seconded by Councilmember Derwin, the Council approved the Consent Agenda Items 3 through 10 with the following roll call vote:

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

No: None

- (2) Approval of Minutes: Regular Town Council Meeting of July 18, 2013

Councilmember Derwin moved to approve the minutes of the July 18, 2013 Regular Town Council Meeting, as amended. Seconded by Vice Mayor Wengert, the motion carried 4-0.

- (11) Proclamation of the Mayor: Honoring Sandy Sloan, on her retirement and 20 years of dedicated service to The Town of Portola Valley

Mayor Richards read the proclamation in honor of Town Attorney Sandy Sloan, who will retire on August 13, 2013, after 20 years of guiding the Town on legal matters. During her tenure, Ms. Sloan handled the development of the Blue Oaks Subdivision, the Sausal Creek project, numerous projects at the Priory, restoration of the Historic Schoolhouse, building the Town Center and various real estate projects.

Having worked with a number of attorneys over the years, Vice Mayor Wengert said that when she met Ms. Sloan, she was immediately struck by how smart, capable and knowledgeable she was. From the very beginning, she said, it was clear Ms. Sloan was one of the best. In addition to always providing a very steady hand, an astute analytical ability and wise counsel, Ms. Sloan has a quirky sense of humor that distinguishes her from her peers, Vice Mayor Wengert said. She thanked Ms. Sloan for setting the gold standard for town attorneys.

Councilmember Derwin said Ms. Sloan is a picture of grace under pressure and tremendous art and will be greatly missed.

Ms. Sloan, the second of only two town attorneys to serve Portola Valley, said when she met her predecessor, Jim Morton – who served in that capacity for 30 years – he told her that once she got attached to Portola Valley it would be hard to leave. She's found that very true; making the decision was very difficult, she said.

REGULAR AGENDA [8:08 p.m.]

- (12) Recommendation by Conservation Committee: Request Support of a Program to Encourage Homeowners to Preserve and Recreate Wildlife Habitat

Conservation Committee member Marge DeStaebler said that in May 2011 she read an article about a Woodside Open Space Committee program to recognize homeowners for leaving part of their property open to wildlife, encouraging native plants and discouraging invasive species. Feeling that the Woodside program seemed consistent with Portola Valley's goals and guidelines the Conservation Committee produced 10 years ago, Committee members have patterned a "Keeping Portola Valley Natural" program after the Woodside model. She introduced Susan Sweeney, Chair of Woodside's Open Space Committee.

As Ms. DeStaebler explained, the program would include a descriptive brochure, a list of references/resources, including books are available in the Portola Valley Library, award application forms and attractive awards that would be presented to homeowners who create winning backyard habitats.

She said the Conservation Committee is seeking Council approval to proceed with this program.

Vice Mayor Wengert asked how often awards would be issued. Ms. DeStaebler said the Conservation Committee, which includes two individuals with extraordinary skills in landscaping, would evaluate properties as applications are submitted. Winning properties would be reassessed again 10 years later to determine whether another award is warranted.

In response to Councilmember Derwin, Ms. Sweeney said Woodside has given out close to 50 awards, and in the first year they probably presented 25 or so. She said it's been a very popular program, and winners often invite others to see what they have done.

Ms. DeStaebler said that in addition to promoting the program on the Town website, the Committee may reach out to those on Ms. de Garmeaux's list of approximately 400 green-focused residents as well as Ms. DeStaebler's fellow garden club members, promote the program at a table at the Farmers' Market and other upcoming events. She said it's very much a full-Committee effort.

Noting that it aligns with Town values and the Portola Valley General Plan, most particularly the Sustainability Element, Councilmember Derwin said she's very supportive of the program and looks forward to it increasing awareness among residents about the importance of creating and protecting wildlife habitat and maintaining defensible space around their homes against the threat of wildfires. She said the program also would improve groundwater retention and further water-conservation efforts in landscaping, which represents the Town's major water usage.

Vice Mayor Wengert, thanking the Conservation Committee for its efforts, also expressed hearty support of the proposal.

Councilmember Aalfs moved to approve the Conservation Committee's proposed Backyard Habitat Program and its request for \$2,000 to implement it. Seconded by Councilmember Derwin, the motion carried 4-0.

- (13) Report from Sustainability and Special Projects Manager: Consideration of Allowing Hot Prepared Foods at the Farmers' Market and Food Trucks at Special Town Events [8:25p.m.]

Ms. de Garmeaux explained that the Council is being asked to consider three distinct issues:

- The inclusion of hot prepared food vendors at Farmers' Market events

Staff recommends that the Council authorize Farmers' Market Manager Maggie Foard to include hot prepared food vendors already allowed by the San Mateo County Health Department as part of any farmers' market. These vendors provide prepared tamales, hot dogs, kettle corn and RoliRoti (roisserie chicken, roast vegetables and potatoes). Explaining that Ms. Foard needs the flexibility to provide a variety of vendors to attract customers and help ensure the market's long-term success, Ms. de Garneau said including such vendors with the Farmers' Market also would contribute to the food diversity and dinner options residents seek.

She also stated that the RoliRoti vendors would be engaged only when a Farmers' Market coincides with another special Town event. In response to a question from Vice Mayor Wengert, Ms. de Garneau said people could buy either a single item from a RoliRoti vendor, or purchase a full meal. Mayor Wengert said she continues to have issues with food trucks. While she wants to keep the Farmers' Market going, she also empathizes with the concerns of local businesses that compete with the food trucks.

Ms. Foard said that besides residents telling her how much they love the Farmers' Markets, what she hears most is that they want to be able to buy ready-to-eat foods there as well. She and the vendors have observed that having such foods available brings more people to Town Center, which she said would be particularly important over the winter months.

- Allowing food trucks at special Town events

Experience has shown that food trucks achieve community-building goals with little impact on resources available, Ms. de Garneau said, and help satisfy residents' desires for diversity in their food choices. Including food trucks at Town events would enable residents to spend more time connecting with their friends and neighbors, encourage them to spend more of their money in Portola Valley, and give them more reason to participate in Town events.

Vice Mayor Wengert proposed giving the new projects already on the table time to take root and to avoid burning everyone out with too much, too soon.

- The introduction of a monthly "Shared Supper" event to launch in the Spring of 2014

Ms. de Garneau shared an article about a Shared Supper event in a rural Wisconsin community with 4,500 residents, which she said inspired this recommendation. A Shared Supper event in Portola Valley would expand the opportunity for residents to get together beyond what is already programmed and with little staff or volunteer coordination, she said. During the summer months, she said the event would be held on the Performance Lawn and at picnic tables in the Redwood Grove. In winter, residents could gather in the Community Hall for indoor picnicking with blankets on the floor or at the existing tables and chairs. She also suggested that the winter events could be held in conjunction with a movie night and perhaps catered by Roberts, the Parkside Grill or the Portola Café Deli instead of having food trucks.

Councilmember Aalfs moved to approve the recommendations as put forth in Ms. de Garneau's staff report. Seconded by Councilmember Derwin, the motion carried 4-0.

Councilmember Derwin thanked Ms. Foard for doing a fantastic job.

(14) Reports from Commission and Committee Liaisons [8:46 p.m.]

Councilmember Derwin:

(a) Sustainability Committee

Councilmember Derwin took part in the Sustainability Committee's August 15, 2013, event, a combination in-person class and webinar entitled "Secrets for Controlling Energy Use in Larger Homes" that included a number of case studies. Featuring Chris Hunt from PowerDown, she said it was fantastic, and Mr. Hunt will conduct an all-day class on September 19, 2013 in Woodside.

Councilmember Derwin was unable to attend the Sustainability Committee's meeting on August 19, 2013, but Ms. de Garneau reported that members:

- Reviewed updates to the Energy Upgrade California program
- Discussed options for relaunching Energy Upgrade Portola Valley
- Heard about Virginia Bacon's experience in replacing her roof, which required removing and replacing her solar panels. She asked that the Town develop a list of potential contractors who do the type of work she needed.
- Discussed ideas for themes for Earth Day 2014

(b) San Mateo County Poet Laureate Committee

The Committee is in the process of reviewing 15 applications, including one from Portola Valley, and will meet again on September 10, 2013, to discuss evaluations, and expects to name the first San Mateo County Poet Laureate in October 2013.

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

At the August 8, 2013 meeting, Russ Hancock of Joint Venture Silicon Valley made an interesting presentation about a proposed El Camino Real/Mission Street Relinquishment. Apparently the Metropolitan Transportation Commission (MTC) is prepared to contribute substantially toward a study on relinquishment, but both San Mateo and Santa Clara Counties must approve if proposal if the proposal is to proceed. To date, San Mateo County hasn't approved it.

Councilmember Derwin explained that if the road is relinquished, the city would be liable for all the costs, and she is unable to attend the C/CAG September 12, 2013 meeting to cast her vote. Councilmember Aalfs volunteered to attend in her place.

The C/CAG Board also:

- Heard a presentation on a Bi-County Transportation Study to evaluate future transportation projects in San Mateo County and San Francisco County within the vicinity of the county line
- Reviewed the Draft 2014 State Transportation Improvement Program (STIP) for San Mateo County

Adopted every two years, the STIP is a five-year document that displays commitments of transportation funds for highway, transit and other transportation system improvements. On June 11, 2013, Caltrans presented the draft STIP Fund Estimates for the five-year STIP

period (FY 2014-15 through 2018-19) to the California Transportation Commission (CTC), which is expected to adopt this estimate at its August 6, 2013 meeting.

- Approved a plan to accept funding from the County of San Mateo to hire a countywide Pedestrian and Bicycle Coordinator for a limited-term position (FY 2013-14 and 2014-15)

(d) Council of Cities

The August 23, 2013 dinner meeting at Folger Estate Stable in Wunderlich County Park, Woodside, featured a speaker from the San Mateo County Historical Society.

Councilmember Aalfs:

(e) Nature and Science Committee

Meeting on August 8, 2013, the Committee is still working on ideas for the Midpeninsula Regional Open Space District (MROSD) Hawthornes property.

(f) Teen Committee

The Committee held a movie night on August 23, 2013.

Vice Mayor Wengert

(g) Parks and Recreation Committee

Members gathered for a special meeting on August 26, 2013, with most discussion focused on the proposed skate ramp. Several residents promoting the skate ramp also took part. Committee members have looked at several potential sites to accommodate the 24x34-foot ramp, including locations near Corte Madera School, Rosati's and the Town Center shed.

Ms. Sloan pointed out the potential liability if helmets are required but no adults are present to ensure skateboarders wear them.

Vice Mayor Wengert reported that members also discussed the proposed dog park, portable safety netting for the softball field at Town Center, and ideas for recognizing those who contributed to the funds to renovate Ford Field. She said Chair Jon Myers reported that \$5,000 to \$6,000 was raised in honor of the late Guy Lucian, who'd been a Little League coach, and there was discussion about a plaque to memorialize him.

(h) Conservation Committee

Vice Mayor Wengert and Mayor Richards split coverage of ASCC preliminary architectural reviews on August 27, 2013, with Vice Mayor Wengert attending the afternoon special ASCC field meeting at 205 Cervantes Road and a joint ASCC and Planning Commission field meeting at 5 Naranja Way, with Mayor Richards covering the special ASCC meeting on the same proposals that evening.

- The Cervantes Road project proposes a new residence with partial basement and detached pool house for the existing swimming pool on a 1.4-acre parcel in Arrowhead Meadows. As proposed, the residence would exceed floor area maximums. The scope of project grading (992 cubic yards, including 667 cubic yards of cut and 325 cubic yards of fill) requires a site development permit; ASCC is the approving authority when grading is between 100 and 1,000 cubic yards.

- The Naranja Way plans for a 2.5-acre Westridge Subdivision property include a new 5,281-square-foot single-story home, detached 968-square-foot garage, 629-square-foot detached office (treated as a guest house would be), swimming pool and 192-square-foot cabana with a bathroom and storage facilities. The existing multi-story residence, stable, swimming pool and driveway access from Mapache Drive would be removed. Among issues discussed were building orientation and location (near the northern property line), recycling _____ and drainage.

WRITTEN COMMUNICATIONS [9:06 p.m.]

(15) Town Council July 26, 2013 Weekly Digest

- (a) #4 – Grand Jury Report: "Who is Really in Charge of the Taxpayer's Money"– July 18, 2013

In response to Councilmember Aalfs, Mr. Pegueros said the Town would respond.

(16) Town Council August 2, 2013 Weekly Digest

- (a) Attached Separates #1 – League of California Cities Annual Conference September 18-20, 2013, in Sacramento

No one is able to attend this year. Councilmember Derwin said she hopes other Councilmembers sometime are able to experience one of these events.

(17) Town Council August 9, 2013 Weekly Digest

- (a) #9 – Letter from Sandy Wong, Executive Director of C/CAG to County/City/Town Managers re: Publication of a document entitled "Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport November 2012" – August 5, 2013

(18) Town Council August 16, 2013 Weekly Digest – None

- (a) #8 – x Article from the Seismological Society of America- Reassessment of the 1906 San Andreas Fault Rupture in Portola Valley CA from Synthesis of LiDAR and Historical Data, by Chester T. Wrucke, Robert T. Wrucke and Ted Sayre

Councilmembers briefly discussed the report.

(19) Town Council August 23, 2013 Weekly Digest

- (a) #5 – Invitation from Barry Chang, Cupertino Council Member, to the Town Council re: a request to join the Town of Los Altos Hills and MROSD in filing an Amicus Brief for Bay Area for Clean Environment (BACE) – August 22, 2013

Councilmember Derwin said she's like to discuss the issue further. Ms. Sloan, who volunteered to bring additional information to the next Council meeting, explained that Santa Clara County staff and the Board of Supervisors have different interpretations of Lehigh Quarry and Cement Plant uses that were grandfathered in. She explained that the quarry, located at the base of Black Mountain, is in an unincorporated area of Santa Clara County that borders on Cupertino.

- (b) #6 – Letter from Pam Deal, Financial Services Manager to the San Mateo County Library re: FY 2012-13 Summary of SMCL Donor City Funds – August 15, 2013

Councilmember Derwin said report that the Portola Valley Library has \$55,269 in SMCL Donor City Trust Funds, which may be used for such purposes as facility maintenance, remodeling or expansion, longer service hours or increased book purchases, came as good news.

ADJOURNMENT [9:18 p.m.]

Mayor

Town Clerk