

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 871, JANUARY 8, 2014

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

Present: Councilmembers Craig Hughes, Maryann Moise Derwin and John Richards; Vice Mayor Jeff Aalfs; Mayor Ann Wengert

Absent: None

Others: Nick Pegueros, Town Manager  
Leigh Prince, Town Attorney  
Sharon Hanlon, Town Clerk  
Tom Vlastic, Town Planner  
Howard Young, Public Works Director

ORAL COMMUNICATIONS [7:31 p.m.]

Virginia Bacon, Golden Oak Drive, said she and Town Historian Nancy Lund are excited about the launch of the Portola Valley history blog in concert with this year's 50th anniversary celebration of the Town's incorporation. Ms. Bacon also was pleased to see new Councilmember Hughes seated at the dais.

- (1) Presentation: Laura Fanucchi, Associate Director of HIP Housing – Update on HIP Housing Programs

Ms. Fanucchi distributed 2014 calendars to Councilmembers and thanked the Council for the Town's funding support in HIP Housing's effort to help people find places to call home. Ms. Fanucchi said San Mateo County is in the midst of a serious housing crisis, with more than 2,000 homeless people, in addition to those sleeping in their cars and "couch-surfing." The shelters are completely full, Section 8 waiting lists are closed, many with Section 8 vouchers struggle to find housing, and rents are rising.

As Ms. Fanucchi explained, HIP Housing's programs help address the affordable housing crisis. Serving more than 3,000 clients each year, HIP Housing provides information about affordable housing resources, shows clients how to get onto subsidized housing wait lists, coordinates a significant home-sharing program, offers a self-sufficiency program for families with children, and manages several properties.

More than 2,300 people were interviewed for the home-sharing program last year; Ms. Fanucchi said, about five times as many people seeking somewhere to live as those having a place to share. Seniors comprise the typical home providers – "house rich but cash poor," as Ms. Fanucchi puts it. Of those who want to share someone's home, she said 97% are considered low-income (up to \$57,000 for a single person). More than 700 individuals were home-sharing in HIP Housing's program last year. Those involved in HIP's home-sharing arrangements stay paired up for an average of three or more years, Ms. Fanucchi said, but some clients have been together nearly a decade. For personal safety and to avoid scams, she strongly advises against individuals making home-sharing arrangements without going through an organization such as HIP Housing.

Ms. Fanucchi said that HIP Housing recently hired a new Community Manager who's in charge of the organization's outreach. She also singled out Ms. Bacon as one who approached HIP Housing to help expand its outreach in Portola Valley, including posting information about its programs on the PV Forum. HIP Housing also reaches out to shelters, works with the County on housing workshops, partners with PG&E to get applications for a program to reduce utility bills, networks with the Housing Industry Foundation to help clients with first and last months' rent and security deposits, and is about to launch financial literacy workshops for home-sharing clients.

Ms. Fanucchi said HIP Housing's self-sufficiency program places 70 to 80 families each year one of three HIP houses – two in Redwood City and one in San Carlos. The families pay \$50 per month per room and can stay for up to two years; the subsidy support comes from the San Mateo County Housing Authority. A separate one-year housing scholarship program provides families with 60% of the rent for the first six months and 30% for last six months. Also, in collaboration with the San Mateo County Housing Authority, HIP Housing provides case-management services to moving-to-work clients who are receiving five-year housing subsidies; these families find their own housing and pay about 30% of their income on rent. HIP Housing ensures they stay on track with career and educational goals, provides monthly life skills workshops on topics ranging from parenting and nutrition to financial literacy, and connects them with resources to help them achieve economic self-sufficiency.

With four project-based properties, HIP Housing has more than 240 units of subsidized and below market rate (BMR) housing in Daly City, San Mateo and Menlo Park. The organization also manages properties for Foster City, San Mateo and San Carlos.

In response to Councilmember Derwin, Ms. Fanucchi said that over the years, one Portola Valley resident has taken someone in via the home-sharing program, and four others have sought housing. In response to Mayor Wengert, Ms. Fanucchi said that HIP Housing promotes the program in Town by sending monthly flyers to Ms. Hanlon, the library and churches, and posting them on bulletin boards near Bianchi's and other local businesses. She said HIP Housing would love having a link from the "for residents" section of the Town website.

- (2) Presentation: Residents Danna Breen and Cindie White with an Update on the Town's 50th Anniversary Celebration [7:45 p.m.]

Ms. Breen presented the town's 50<sup>th</sup> Anniversary flag, designed by Mr. Pegueros and created to fly from the flagpole at Town Center. She proposed that raising it for the first time as part of a special celebration on January 16, 2014. She said she and Ms. White have been meeting for several months with a core group of people who'd be candidates for the Ad Hoc 50th Anniversary Committee (Item 12). Ms. Breen said these people, who are trying to pull together something that is comprehensive, holistic and appealing to all residents, have a lot of ideas.

For instance, a special song and poem are in the works and a calendar of tentative month-by-month celebrations is taking shape (beginning with the January 2014 flag-raising and a celebration of volunteers in February 2014). A horse parade also is planned, as are a weekend of games and challenges, community hikes and activities in conjunction with the schools. Erica Hughes is planning to launch a PV 50th blog soon; to interface with that effort, Ms. Bacon and a crew will soon hit the streets with video cameras, catching residents and capturing their thoughts about what they love about Portola Valley. The festivities would culminate in a large community gathering at Town Hall on September 21, 2014, featuring a square dance and possibly a potluck picnic. Portola Vineyards has expressed an interest in co-sponsoring the event.

The Ad Hoc 50th Anniversary Committee's first formal meeting would take place in conjunction with the January flag-raising, Ms. Breen said.

A discussion about the Committee's size ensued. A large one would have both pros and cons. Although it would be easier to gather a quorum with a small committee, Mayor Wengert noted that an advantage of a large committee would be the ability to form task-oriented subgroups that would be small enough to develop recommendations for the entire committee without having to hold publicly noticed meetings. All agreed on an 11-member Committee.

Councilmember Hughes recommended picking dates for the activity calendar as early as possible, so residents can plan accordingly. Ms. White noted that the Nature and Science Committee has submitted some solid dates for the calendar and requested a list of volunteers for the February celebration. She also

said that ongoing activities throughout the year will include blog updates, with calendared items being integral, as well as Ms. Bacon's around-the-Town videotaping. Other activities are more project-oriented than date-specific, she said,

Mayor Wengert also said it would be helpful for the Committee to submit date-oriented requests for funding as early as possible.

In addition to the Nature and Science Committee, Ms. Breen noted that members of the core 50th Anniversary group also have been working with representatives of various other Town committees. For instance, the Cultural Arts Committee would be involved in the summer concert/1964 dance celebration.

(3) Planning Commissioner: Interviews and Appointment [8:05 p.m.]

Mayor Wengert said that each candidate would be given up to five minutes to introduce themselves, describe their qualifications and explain why they'd like to serve on the Planning Commission. Afterwards, Councilmembers will first ask questions of the candidates and accept comments from the audience, and then bring the matter back to the Council for a brief discussion and a call for nominations.

The Planning Commission vacancy is for a two-year term, succeeding Arthur (Chip) McIntosh, expiring at year-end 2015, Mayor Wengert said. Because Mr. Mokolke is not a resident of the incorporated Town, she read language from the Committee and Commission Handbook:

*In making and confirming appointments, the Mayor and Town Council shall give preference to those applicants who reside in the incorporated area of the Town of Portola Valley, other factors being equal.*

(a) Mike Mokolke

Mayor Wengert invited Mr. Mokolke to introduce himself.

Mr. Mokolke said that his family thinks of Portola Valley as their home, and he's been here for 30 years. He said he likes the Town the way it is and his work life now enables him to become more active in serving the community. His family and the all-consuming process of starting and growing a number of successful start-up tech companies have taken all his energy over the past 25 years, Mr. Mokolke said, but now he has both the time and the energy to devote to community service.

As for qualifications, he said that in addition to a strong service attitude, he has a strong desire to work as part of a team that would be an asset to the Planning Commission and to the Town, plus considerable experience in regulatory environments and various forms of real estate – commercial, residential, vacant parcels, etc.

Councilmember Richards asked Mr. Mokolke which aspects of Portola Valley's General Plan he believes best express the Town's values. Mr. Mokolke said that through website research and meeting minutes, he has learned to understand how the community and the processes work, with a strong emphasis on maintaining the "rural" nature of the Town. He said he treasures Portola Valley's instant access to nature, and maintenance of that quality seems to be a big part of the Planning Commission's role.

In the context of team play, Councilmember Hughes asked Mr. Mokolke to discuss circumstances under which he'd expect the Planning Commission to turn to staff, the Town Council and other Town entities. Mr. Mokolke replied that the circumstances would vary from case to case; if a problem or opportunity arises and the Planning Commission holds a preliminary discussion, including some rather informal give-and-take, Commissioners may come to a point where they consider it important to involve the Council, and the Council's liaison to the Planning Commission would be the starting point.

Noting that the Housing Element is a big item on the Planning Commission's 2014 agenda, Councilmember Hughes also asked Mr. Mokolke to comment on his perceptions of that effort. Mr. Mokolke said that although the entire picture isn't clear to him from what he's seen on the Town's website, he strongly supports the opportunity for homeowners to have additional living space on their properties under the right circumstances. He said although he doesn't know what would be involved; the potential for housing at the Priory also is an attractive alternative. He said, too, that he'd need to know more about it, but the possibility of turning a place such as the former AI's Nursery site into some sort of affordable housing also has potential.

Councilmember Derwin asked whether Mr. Mokolke has attended any Planning Commission meetings. He said he has not. She then asked what he thinks will be the most significant land-use planning matter the Town would face over the two-year tenure of the new Planning Commissioner. Mr. Mokolke answered that it would probably be an aggregate of individual things that come before the Town. He noted the considerable energy put into the property at 555 Portola Road, pointing out that while the big-picture things are certainly important, that big picture is formed by the aggregate of the individual decisions.

Vice Mayor Aalfs, noting that some issues the Planning Commission addresses are contentious, asked Mr. Mokolke how he reaches decisions in such circumstances. In his experience of working with disparate opinionated people, Mr. Mokolke said his general approach is to let people work things out as a group and serve primarily as a facilitator. Then, when the time comes for a hard decision, he said he'd listen to all parties, and wake up one morning knowing what to do.

As an example, Mr. Mokolke discussed a situation involving implementation of ISO standards the Federal Department of Agriculture (FDA) and other agencies impose on companies that want to make medical devices. In existing companies, incorporating the ISO standards requires fundamental changes in company processes, which in turn, Mr. Mokolke said, often requires one bulldog – a person who generally proves to be rather unpopular – to basically go through the company instituting the necessary changes. Mr. Mokolke said he recalled this particular situation because it took a year and a half of him working with the bulldog and others to successfully institute the new process.

Mayor Wengert asked Mr. Mokolke which facet or aspect of Planning Commission work he's likely to find most difficult. Mr. Mokolke said it would take adaptiveness and patience to come from the business community, in which he basically had his own companies and was the boss. He said the various facets of Portola Valley work together in a way that most businesses don't, but he would happily adapt to it.

Councilmember Derwin asked whether Mr. Mokolke considers the Town's design guidelines too strict, too lenient or just right. Mr. Mokolke said he's only seen them "from the 10,000-foot level," seeing what the Town is trying to do. In terms of the second-unit issue, he said he's not very familiar with pre-fab units, but believes it would be rather difficult to use cookie-cutter modules in Portola Valley. Mr. Mokolke also said the first three companies he was involved in were environmental companies, but he would not characterize himself as an environmental fanatic.

Councilmember Hughes, referring to Mr. Mokolke's December 5, 2013 email to Ms. Hanlon expressing interest in the Planning Commission vacancy, said he noted that Mr. Mokolke has owned 22 different homes. He asked which of the jurisdictional agencies Mr. Mokolke did or did not enjoy working with in the process of upgrading and restoring them. Mr. Mokolke said Sunnyvale, where he owned two large commercial buildings, was great. He said that his impression was that Sunnyvale treated his people as they would customers, and was there to help them, not stand in their way. San Mateo County, for the most part, was also supportive when he built a house in Los Trancos Woods (part of unincorporated San Mateo County). Mr. Mokolke said working in Los Angeles was more difficult.

Mayor Wengert went back to Mr. Mokolke's opening statement about wanting to preserve Portola Valley as we know and love it today. Part of the challenge in that, she said, is the need to manage homeowners' expectations when they come into the community, given the cost of the properties they're investing in. In

that context, she asked Mr. Mokolke where he'd stand on the spectrum between staying the same and allowing certain changes. Mr. Mokolke said that to date, such decisions have largely been negotiated. The intent to involve the homeowners as part of the community seems sincere, he said, so they go through the process without being alienated. The visual and traffic impacts matter a lot, he said.

Mayor Wengert asked whether at the land-use policy level Mr. Mokolke thought the Town should change zoning regulations to allow for larger homes or more intensive development. Mr. Mokolke said he would not favor either of those as a default position.

(b) Judith Hasko

Mayor Wengert invited Ms. Hasko to speak.

A Portola Valley resident since 2007, Ms. Hasko said she the significant amount of time she'd spent in Town prior to that prompted her and her husband to relocate here. They're avid bicyclists and runners, she said, and love the physical environment. Her first volunteer experience was with the Trails and Paths Committee in 2010; she was named Committee Chair in 2011. She also served on the Portola Road Corridor Plan Task Force and the Ad Hoc Affordable Housing Committee.

All of those experiences, as well as attendance at Town Council and Planning Commission meetings have increased her exposure to issues facing Portola Valley, Ms. Hasko said, and to various people throughout the community, leading her to admiring what the Town has established and the way it works. She said the process isn't always easy and pretty, but it works, and she's "incredibly impressed" with the way the Town tries to respect the voices of residents and listen to them.

Her experience on the Ad Hoc Affordable Housing Committee in particular, Ms. Hasko said, led her to understand more planning-oriented issues, which she now looks at as a resident as well as an attorney. Her legal experience is in contract negotiations, in which it's important to get people together and find the right balance.

If selected for the Planning Commission position, Ms. Hasko said she'd enjoy learning more about the specifics of the Planning Commission, regulations it deals with and more history of specific issues.

Councilmember Richards asked Ms. Hasko if she would have dealt differently with any issues that have come before the Planning Commission. Because it's not far from where she lives, Ms. Hasko said she was interested in the turf/grass issue for the Priory's athletic field, and in addition to discussing it in Trails and Paths Committee meetings, she attended several Planning Commission and Town Council meetings when it was on the agenda. She noted that community interest was strong, and the Planning Commission allowed people to be heard. She said the decision should have been difficult, which it was, as the process played out.

Councilmember Richards also asked whether there might be an issue with having three attorneys on the Planning Commission. Ms. Hasko said no, adding that her original training was in life sciences, with a master's degree in neurobiology, a bachelor's in biopsychology, and she worked at Genentech. She said her legal experience would be most helpful in her way of thinking about things.

Councilmember Hughes asked Ms. Hasko to elaborate on her experience on the Ad Hoc Affordable Housing Committee. Ms. Hasko said it was a great experience, but quite different from what she'd expected. Committee members brought different levels of experience from different backgrounds to the Committee, and all of them were very dedicated and learning from one another. She said she served on a subcommittee that looked at existing housing programs. She said the Committee showed what a group can do. Although the Committee is no longer active, members continue to show up at meetings when housing is on the agenda, because its members want to be sure people understand the need for ongoing community involvement.

Councilmember Derwin said that in recent years she's noted a creeping tendency for some new property owners to "go rogue" and do whatever they want to with their properties, from clear-cutting to illegal lighting. She asked whether the Town should start taking enforcement more aggressively. Ms. Hasko said that enforcement is a challenge, and short of aggressive enforcement, part of the solution is education and reaching out to newcomers who may not be focused on the regulations. Friendly outreach can go a long way, she said, but there comes a point where stronger enforcement is needed to maintain the community we know and love. Otherwise, we'd erode what we're trying to maintain.

Vice Mayor Aalfs asked which parts of the General Plan that should take priority in the next round of revisions. Ms. Hasko said she doesn't know that it's derived from General Plan language, but one issue is trying to create parallel paths for trail users and minimize the number of places where children have to cross the road.

Mayor Wengert asked Ms. Hasko which facet or aspect of Planning Commission work would likely challenge her the most. Among the tough issues that come up, Ms. Hasko said she may struggle trying to decide when she has all the information she's going to get and it's time to make a decision. She stated that there's a lot of information-gathering and public input, issue history, and all of that has to be collected efficiently and fed into the process, but at some point you have to make a decision and move on. She said she does that, but it's something to always be aware of and be disciplined about.

Councilmember Derwin asked what Ms. Hasko thinks will be the most significant land-use issue to come to the Planning Commission for a decision in the next two years. She said the Housing Element update is very important, and the community cares very much about what the Town must do to meet the requirement to increase the amount of housing stock available.

Mayor Wengert invited public comments. There being none, she brought the matter back to the Council. All Councilmembers thanked both candidates for their applications and their interest in volunteering, and praised the quality of their qualifications, but leaned toward the candidate who lives in Portola Valley proper. Vice Mayor Aalfs, who also said he's influenced by his past working relationship with Ms. Hasko and familiarity with her work, encouraged Mr. Mokolke to pursue his interest in becoming more involved in the community. Councilmember Derwin, too, said she'd like to hear Mr. Mokolke's voice in Town. She also noted that committee experience and familiarity with Town processes and issues would enable Ms. Hasko "to hit the ground running." Mayor Wengert said she had ideas to follow up on with Mr. Mokolke.

Councilmember Derwin nominated Judith Hasko for the Planning Commission position. Seconded by Councilmember Richards, the motion carried 5-0.

Mr. Mokolke thanked the Council for the opportunity to speak, and said in their shoes, he'd probably have made the same decision.

(4) ASCC Commissioner: Interviews [8:52 p.m.]

Mayor Wengert noted that the ASCC opening, for the position Craig Hughes vacated when he was elected to the Town Council, is for a three-year term, expiring at year-end 2016. Applications remain open until January 15, 2014, so Council will only interview the candidates, with deliberations and voting at the Town Council meeting on January 22, 2014.

Mayor Wengert recused herself because one of the applicants is a former client, and turned the gavel over to Vice Mayor Aalfs.

(a) Karol Bondy

Vice Mayor Aalfs invited Ms. Bondy to address the Council.

Ms. Bondy, who's lived at Portola Valley Ranch for 30 years, said that retirement has given her time to devote to the Town, and she appreciates the challenges of bringing new technologies into homes while upholding the concepts laid out in the General Plan. She's been on the PV Ranch Design Committee for five years, she said, an experience that demonstrates her ability to assess forward-thinking projects and still ensure compliance with rules and regulations that are even more stringent than the Town's.

In addition, Ms. Bondy said she's been formally trained in lighting design, is certified by PG&E and has served as president of the homeowners' association in New Mexico, where her family has a second home. This service included helping implement a major exterior refresh of the adobe homes in the development, as well as investigating, evaluating and launching a major erosion control plan.

Ms. Bondy said she spent most of her career in sales and marketing for IBM and others, working in the business partner channel, which required skills in bringing projects to closure and producing win-win situations that satisfy divergent interests, desires and regulations with other members of the team.

Councilmember Richards noted that because rules and regulations are more stringent at the PV Ranch, there's more variety in proposals for projects elsewhere in Town and some residents take exception when these projects come before the ASCC. He asked Ms. Bondy to comment on how she would respond in cases where projects meet requirements but neighbors still object. She said if the guidelines have been upheld but complaints about tree removal, land use, visual impacts and other issues persist, the process is a balancing act and the key in how the message is delivered. She said it's important to be calm, reinforce the reasons for decisions that are made and look for ways to make opponents feel better about a decision they don't agree with.

She explained that one issue at The Ranch usually relates to the use of new technologies on flat roofs and reflectivity, but there are ways to get around the problem. She said she's sensitive to how annoying the reflectivity can be, and said it's important to avoid invading others' space in that manner.

Councilmember Hughes, also acknowledging that design in The Ranch is more homogenous than in the rest of Town, said the differences require making more exceptions than would be appropriate at The Ranch. He asked what kind of approach Ms. Bondy might take in terms of reconciling the varying positions of applicants and neighbors while taking into account the Town's design guidelines. Ms. Bondy said the first thing to consider would be the guidelines, and make sure all parties understand them. To bring about a win-win situation, she said you have to be astute enough to be clear about what the applicant is trying to accomplish and exactly what neighbors may find objectionable. She said there's no magic solution, but as one of seven members of the Ranch Design Committee, she said she'd listen carefully and compassionately to all concerns and offer suggestions for ways to bring parties together when there's conflict.

Councilmember Derwin, noting that if Ms. Bondy is appointed to the ASCC, she'll find herself suddenly very popular, with residents coming to her offline with complaints or concerns. She asked Ms. Bondy how she'd handle those situations. If approached in the grocery store or while she's out for a walk, Ms. Bondy said she'd probably suggest discussing the situation over a cup of coffee to understand what's on their mind. She said she wouldn't take a position, but share the information with other ASCC members, laying out the pros and cons.

Vice Mayor Aalfs asked Ms. Bondy if she sees any technological changes coming that may conflict with Town rules and regulations. In response, she said that roofing materials, which are becoming more energy-efficient but also less attractive, are likely to be a major challenge. She also sees a challenge in remaining dark-sky compliant and yet realizing that responding to the needs of an aging population – and even meeting ADA compliance standards – may require lighting that exceeds what is traditionally acceptable in Portola Valley.

Councilmember Derwin asked Ms. Bondy to discuss a situation in which she's had to make an unpopular decision as a PV Ranch Design Committee member. Ms. Bondy said there have been several such situations. One involved several complaints about a house that was reflective, with a property owner who neighbors were reluctant to approach because he wasn't "woven" into the community. When the Committee determined this resident had to repaint, she was appointed to inform him. She called to set up an appointment to discuss it with him, and in the end he expressed gratitude that she'd taken the time to come and work with him. She said taking the time and putting yourself in the other person's shoes goes a long way.

(b) Iris Harrell

Ms. Harrell, a Portola Valley resident since 1992, said she served two five-year terms on the PV Ranch Design Committee, including a stint as Chair. As a general contractor who established her company more than 25 years ago, she's also a designer and Green Point Advisor through Build It Green, she's worked in Portola Valley as well as other communities, and has worked on applications with the ASCC a few times. She said she's been grateful for the ASCC, because she sees a high level of professionalism and reliance on the objectivity of the Town's design guidelines.

Prior to setting out as a general contractor, Ms. Harrell said she was a schoolteacher and worked in nonprofits and was in a band on the road for five years.

Councilmember Derwin asked whether Ms. Harrell had any suggestions for updates in the Town's Green Building Code. Ms. Harrell said the Town could push harder on the use of non-flammable materials and issue more green points for universal design elements in projects.

Councilmember Hughes asked if Ms. Harrell has a sense of how stringent the new California rules are and whether the Town should revisit its own green standards. She said that the Town might pinpoint two or three areas in which to step ahead, but for the time being, it would be useful to just become familiar with the new regulations coming in.

Councilmember Richards asked Ms. Harrell how she'd deal with paint colors and other sensitive subjects. She replied that projects that are "visually demanding" are not consistent with Portola Valley's guidelines. For example, it doesn't take a white roof to improve the insulation value of a new roof.

Noting that there can be challenges moving from the contractor to the commissioner side of the table at ASCC, Vice Mayor Aalfs asked Ms. Harrell whether she's given any thought to what would be different for her if she's appointed. She said she applied because she has a history in the area, possesses negotiation and conflict-resolution skills, understands the need to be objective, and wants to give something back to the Town.

Councilmember Derwin said that sometimes the ASCC works hard with an applicant to get a project approved, only to later see lights, huge hedges or other features that were never approved. She asked whether Ms. Harrell has any ideas about how to deal with this sort of thing. Ms. Harrell said she believes property owners must follow both the letter and the spirit of the law, and regulations need to be enforced, preferably delicately and without incurring legal expenses. She said there are always gray areas; it's rarely simple, but Town officials with a wide range of experience would have more to draw from to maybe help make collaborative decisions.

Vice Mayor Aalfs closed the item for the evening, noting that it would be continued to January 22, 2014. Mayor Wengert returned to the dais.

CONSENT AGENDA [9:28 p.m.]

(5) Approval of Minutes: Regular Town Council Meeting of December 11, 2013



- (6) Ratification of Warrant List: January 8, 2014 in the amount of \$141,545.30
- (7) Recommendation by Town Attorney: Adopt Ordinance Amending the Conflicts of Interest Code
  - (a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Amending the Appendix to Chapter 2.36 [Conflicts of Interest] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No. \_\_)
- (8) Recommendation by Town Manager: Approve First Amended Joint Exercise of Powers Agreement San Mateo Operational Area Emergency Services Organization

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

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

No: None

A second reading of the ordinance amending the Conflict of Interest Code will be on the Council's February 12, 2014 meeting agenda.

REGULAR AGENDA [9:29 p.m.]

- (9) Recommendation by Town Planner: Consideration of status of Site Restoration and request to allow property owner to process Architectural Review and Site Development plans for 18 Redberry Ridge

Mr. Vlasic referred to the January 8, 2014 staff report, indicating that the owner of the 18 Redberry Ridge property paid the fines associated with unauthorized clearing on his property and removal of significant trees and other vegetation in the Town's open space easement, developed a remediation plan in conjunction with the ASCC and has cooperated fully in the process. The ASCC did a follow-up review on the implementation of the remediation plan in October 2013, determined it was proceeding appropriately, made some recommendations that have been fundamentally completed and suggested that the Town Council allow the applicant to proceed with processing development of plans for the site so those plans can be considered in the context of the remediation plan.

The landscape consultant noted that a seeding has been performed, but it was not irrigated. If and when it starts to rain, those seeds should begin to germinate.

Mr. Vlasic said that if the Council concurs with the ASCC, no building permits would be processed or released until the ASCC comes back to the Council with a recommendation to do so and the Council agrees.

Councilmember Derwin asked whether Mr. Vlasic feels the concerns of the Elkins and others will be addressed; i.e., replacement of three madrone trees, erosion control, more screen planting and the ability of the Town to enforce a mandated restoration plan. Mr. Vlasic said that sureties and contracts are in place for Rana Creek to continue its work. He said the restoration plan is reasonable, but knowing what screening is needed can't be determined until some plans are in hand. He said the Elkins were interested in encouraging the toyon to come back, which is underway.

Councilmember Hughes said that inasmuch as he'd so recently come from the ASCC, the ASCC's recommendations for the Redberry Ridge property reflected his thoughts. In terms of background, he said the ASCC's position was that they wanted to see the house plans come forward to make sure the

ongoing restoration complements (rather than conflicts with) the placement of the house and its design. They also wanted several built-in hard checkpoints for ASCC to come in and review progress.

Councilmember Richards said he's pleased to see the matter come to such a successful conclusion, particularly considering the extent of the problem and the fact that 2013 was such a dry year. He said he favors moving ahead and processing the application. Mayor Wengert agreed.

Councilmember Richards moved to respond affirmatively to the ASCC request to allow the property owner to process Architectural Review and Site Development plans for 18 Redberry Ridge. Seconded by Councilmember Derwin, the motion carried 5-0.

- (10) Recommendation by Public Works Director: Authorize Town Staff to Submit Applications for San Mateo County Transportation Authority (TA) Grant Funding in 2014-15 and 2015-16 under the Measure A Pedestrian and Bicycle Program [9:38 p.m.]
- (a) Portola Road shoulder widening at Town Center and various sections of Portola and Alpine Roads
  - (b) Alpine Road shoulder widening at Arastradero Road
  - (c) Rectangular rapid flashing beacon for the crosswalk at Alpine Road and Golden Oaks Drive (West)

Mr. Young said that in mid-December 2013, the San Mateo Transportation Authority (TA) issued a call for projects, with applications due to the City/County Association of Governments (C/CAG) by January 17, 2014. The short timeframe, compressed even more by holiday time off, made it difficult to come up with the right projects to seek Council authorization for Mr. Pegueros to submit the appropriate applications and pass the requisite resolutions. However, working in conjunction with Committee members Kari Rust and Leslie Latham, recommendations for three projects were developed. Due to the time crunch, the recommendations are in draft form, Mr. Young said.

He showed Powerpoint slides to help illustrate each project:

Widening both shoulders of Portola Road at Town Center (Farm Road) and various other sections of Portola and Alpine Roads

Widening the westbound shoulder of Alpine Road at Arastradero Road. Mr. Young said the curve there is very narrow for bicyclists and debris falls on the road continuously. We're proposing a wider shoulder, plus a retaining wall of about 500 feet, similar to the retaining wall in front of Windy Hill parking lot on Portola Road.

Rectangular rapid flashing beacon for the crosswalk at Alpine Road and Golden Oaks Drive, right across from the Alpine Hills Swimming and Tennis Club. Mr. Young explained that these signs are not embedded in the pavement, but flash from button-activated signs mounted on either side of the crosswalk. Mr. Young said that at this point, the application is based on AC power, but they'd prefer a solar system if it works.

In addition to finalizing the applications, Mr. Young said it will take a lot of hard work to get petitions and letters of support together. Ms. Latham and Ms. Rust are working on that. Ms. Rust said they've already brought in about 300 signatures on petitions, and want to post a notice from the BP&TS Committee on the PV Forum to request statements of support, with a link to the Town website where residents could view the applications and contact BP&TS Committee members if they have any questions. In response to Mayor Wengert, Mr. Pegueros said the number of clicks required will be kept to the bare minimum necessary.

Kevin Welch, another BP&TS Committee member, said he noticed that most of the names listed on the website as endorsers are from out of town. Mayor Wengert said that the regional approach is one that's very desirable in situations like this, and Portola Valley is competing with communities throughout the region for grant funding.

Ms. Rust pointed out that communities that are granted awards would have two years to spend the funds, with a third-year extension if the planning process has reached a certain point.

Mr. Young said that he and the BP&TS Committee remain optimistic, but the changes the applications are seeking would be challenging in comparison to higher-density communities with more traffic and more serious congestion issues than in Portola Valley. One way to improve the Town's chances, he said, would be defining local matches; he used 11.47%, which is typical for federal projects, but the Town Council would have to decide the amount.

Speaking further to the competitive nature of the grants, Mr. Pegueros said we'd have to balance the amount of effort, money and other resources we'd have to lay out to fight for the limited amount of funds available. He added that we have talented volunteers who devoted a good portion of their holiday working on this with Mr. Young.

Mr. Pegueros said the Town has an annual allocation of about \$35,000 for road projects that aren't part of any particular program, but added that his sense is that we'd want to go above that level in applying for these grants, from the 11.47% match that Mr. Young mentioned to 20% plus. That would require finding another \$40,000 to \$50,000 somewhere, Mr. Pegueros said. Last year, he added, the Town received a one-time infusion as part of the property tax reallocation that has gone into the General Fund reserve.

Ms. Latham urged everyone to have courage that these applications would be approved, because the biking community's premier advocacy group has enthusiastically endorsed them as part of a regional solution for bicyclists.

Councilmember Richards said he favors seeking the grants because it would be a big contribution to the region's bicycle network. Councilmember Derwin, too, said Portola Valley is a genuine regional recreational resource for the County, and that's a really big deal. She added that one of the Transportation Authority's missions to ensure that grant money geographically reaches all areas of the County, which she said she'd point out to South San Francisco Mayor Karyl Matsumoto, who may well be the new Chair of the San Mateo County Transportation Authority. Mayor Wengert also agreed that Portola Valley has become an internationally known, "monstrously popular" biking route in San Mateo County, with a huge uptick in bike traffic in recent years that she expects will only increase.

Mr. Council authorized staff to submit applications for the Transit Authority grant funding and to provide a local match up to \$120,000 for the projects. Mayor Wengert said we'd remain "optimistic to the very end."

#### COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS [9:56 p.m.]

(11) Appointment of Planning Commissioner

[See Item 3. Ms. Hasko was appointed to fill the Planning Commission vacancy.]

(12) Appointment by Mayor: Town's 50th Anniversary Ad-Hoc Committee

Mr. Pegueros said residents have responded to the Town's 50th Anniversary celebration with a tremendous amount of energy and interest, but Brown Act restrictions can make decision-making difficult with a large group. With that in mind, he recommended appointments that would put enough people on the Committee who could get together and make decisions and still have enough others to work on

particular projects. He said it's encouraging to know that those who want to help will do so even if they aren't appointed as official Committee members.

As the Committee liaison to the Council, Mayor Wengert said she'd let the Committee know it would be helpful to have a calendar of meetings.

Councilmember Richards moved to appoint the recommended slate (Rebecca Arora, Virginia Bacon, Danna Breen, Brook Coffee, Leslie Field Barth, Erica Hughes, Nancy Lund, Phil Reilly, Kari Seligman, Cindie White and Karen Mobley) to the Town's 50th Anniversary Ad-Hoc Committee. Seconded by Councilmember Hughes, the motion carried 5-0.

(13) Reports from Commission and Committee Liaisons [10:02 p.m.]

Councilmember Richards:

(a) Emergency Preparedness Committee

At its meeting on December 12, 2013, Emergency Preparedness Committee members:

- Received and reviewed the Town Staff Report on Hosting Committee Events and Outreach Opportunities
- Discussed the rollout of AM emergency radio system and distribution of announcements
- Agreed on the need for additional training in 2014
- Clarified roles about who does what in an emergency
- Re-appointed Ray Rothrock as Chair
- Named Anne Kopf-Sill Vice Chair

Councilmember Derwin:

(b) Sustainability Committee

At a Special Sustainability Committee meeting on December 16, 2013, Committee members discussed:

- The Earth Day Fair, scheduled for April 26, with Portola Valley hosting (Woodside hosted last year's event)
- The Climate Action Plan, which should be ready to present to the Town Council in February 2014
- A possible new award for energy-efficient homes, modeled somewhat after the backyard habitat award; after considerable discussion about criteria, members agreed they'd like to pursue this
- Potential Committee projects for 2014, with a focus on transportation (ride-sharing and shuttles) and water as well as the new award recognition program

- A recent news report equating solar installations with higher home prices

(c) Council of Cities

Mayor Wengert joined Councilmember Derwin attended the annual Council of Cities event in Colma, which Councilmember Derwin described as an enjoyable, raucous event. She said the next meeting will be in Redwood City, and other Councilmembers are welcome to join her. Portola Valley will host the Council of Cities dinner meeting.

(d) Poet Laureate

Councilmember Derwin said the San Mateo County Poet Laureate launch celebration will be held 5:30 to 7:30 p.m. on February 4, 2014, at the San Mateo County Library.

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

C/CAG met on December 12, 2013. Assemblymember Richard Gordon reported that three years ago California had a \$27 billion deficit, today there is a surplus. The Governor will release his new budget on January 10, 2014. Possibilities include including money for state reserves by up to \$8 billion, restoring money for education, including higher ed, and universal transitional kindergarten. Assemblymember Gordon said the \$11 billion water bond on the November 2014 ballot won't fly; he said it would have to be re-crafted to a level of \$5 billion to \$6 billion, and include some money for Delta restoration. It does not, however, address stormwater issues, which is something C/CAG is working on.

Assemblymember Gordon also discussed housing elements, explaining how he's working to make the process of arriving at Regional Housing Needs Assessment (RHNA) more transparent and efficient. Chair of the Select Committee on Sea Level Rise & the California Economy, said a report will be issued in late January 2014 that addresses how the sea-level rise will affect the economy, the infrastructure.

One question Councilmember Derwin found interesting came from Hillsborough's Vice Mayor, Laurence May. He said Hillsborough has been fighting cell tower replacement.

C/CAG members also discussed the sewer water issue, and after some debate, eventually agreed to issue a notice to proceed with a consulting group.

(f) SFO Airport/Community Roundtable

Councilmember Derwin stepped in for Mayor Wengert at an FAA meeting on LOAPM (Optimization of Airspace and Procedures in the Metroplex) in Oakland on December 20, 2014. After almost three hours of back-and-forth, she reported, the FAA representatives seemed to clearly understand that the FAA must listen and respond to community concerns. The group scheduled a follow-up conference call on January 13, 2014, and planned to schedule another meeting in early February 2014. Mayor Wengert said that meeting would be held on February 29, 2014.

(g) Bicycle, Pedestrian & Traffic Safety (BP&TS) Committee

Meeting on January 8, 2014, the Committee learned of an accident at Alpine and Los Trancos Roads, which sent a bicyclist to the hospital. Mayor Wengert said that the Sheriff's Department will be writing up reports. Members also discussed the grant applications (Item 10) and the devolving parking situation at Windy Hill since the temporary signs have been taken down. The consultant working on the Corte Madera

school traffic safety study is expected to attend the Portola Valley Board of Education meeting on February 5, 2014.

Councilmember Hughes:

(h) Planning Commission

Meeting on December 18, 2014, the Planning Commission:

- Held a study session on the Housing Element, concentrating on second units and the possibility of various changes to encourage increased production
- Began a preliminary review of proposed AT&T cell tower modifications at 4115 Alpine Road, a matter that was continued to the January 15, 2014 Planning Commission meeting, which will follow a joint ASCC/Planning Commission site visit that afternoon

Vice Mayor Aalfs:

(i) Nature and Science Committee

Meeting on December 12, 2013, Nature & Science Committee members discussed:

- Their involvement in the Town's 50th Anniversary celebrations, including the possibility of a big Nature Day event, a special Star Party and anniversary tie-ins with other events
- The vision for the Hawthorne property at the Midpeninsula Regional Open Space District (MROSD); interested in establishing a Nature Center there, several Committee member attended a November 4, 2013 meeting about the property

Mayor Wengert:

(j) Parks and Recreation Committee

Meeting on January 6, 2013:

- Reviewed feedback received about the he skateboard ramp and the draft of the proposed Town ordinance; the group anticipates a March 2014 launch
- Discussed the Town picnic and Zots to Tots race scheduled for June 7, 2014
- Discussed field use policy, in light of the fact that another organization has expressed interest in playing on Ford Field, where the schedule has traditionally been determined by the Little League rather than the Town
- Covered Ford Field ribbon-cutting plans; the event will be held on February 8, 2014

Mayor Wengert told Councilmembers that she would distribute a draft of liaison assignments for 2014 within a week.

WRITTEN COMMUNICATIONS [10:39 p.m.]

(14) Town Council December 13, 2013 Weekly Digest

- (a) #7 – Memo from Town Manager Nick Pegueros re: Weekly Update- Friday, December 13, 2014

Councilmember Derwin asked about a community forum that the Sheriff's Office was planning to host a community forum to reach out to residents regarding the recent uptick in burglaries in Portola Valley and Woodside. Mr. Pegueros said it's scheduled for 6 p.m. on Wednesday, February 12, 2014 at Town Center.

(15) Town Council December 20, 2013 Weekly Digest – None

ADJOURNMENT [10:45 p.m.]

---

Mayor

---

Town Clerk