

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 874, FEBRUARY 26, 2014

Mayor Wengert called the Town Council's regular 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
Brandi de Garneau, Sustainability and Special Projects Manager
Howard Young, Public Works Director
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None.

CONSENT AGENDA [7:31 p.m.]

Vice Mayor Aalfs thanked everyone involved in the Farmer's Market and acknowledged the event report.

- (1) Approval of Minutes: Special Town Council Meeting (Study Session with Planning Commission) of January 22, 2014
- (2) Approval of Minutes: Special Town Council Meeting (with Woodside Town Council) of January 30, 2014, as amended
- (3) Ratification of Warrant List: February 12, 2014 in the amount of \$172,712.83
- (4) Ratification of Warrant List: February 26, 2014 in the amount of \$ 305,579.03
- (5) Report from Sustainability & Special Projects Manager: Farmers' Market Quarterly Report
- (6) Recommendation by Town Manager: Adoption of Policy for Use of Radio-Controlled Planes at Town Center
- (7) Recommendation by Town Attorney: Adopt Ordinance amending the Conflicts of Interest Code
 - (a) Second Reading of Title, Waive Further Reading, and adopt 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.2014-401)
- (8) Appointment by Mayor: Request for Appointment of Members to the Trails and Paths Committee
- (9) Appointment by Mayor: Woodside Highlands Road Maintenance District Advisory Board

By motion of Councilmember Derwin, seconded by Councilmember Hughes, the Council approved Items 1 and 3-9 on the Consent Agenda with the following roll call vote:

Aye: Councilmembers Derwin, Hughes and Richards, Vice Mayor Aalfs, Mayor Wengert (Aalfs abstained on Item 2).

No: None.

REGULAR AGENDA [7:33 p.m.]

(10) Recommendation by the Parks & Recreation Committee: Trial Skateboard Ramp at Town Center/
Project Approval

Requesting Council approval of the trial Skateboard Ramp proposal at the Town Center's all-sports/
basketball court as requested by the Parks and Recreation Committee, Mr. Young said this meeting
follows up on the Town Council meeting of November 13, 2013, when the Committee proposed installing
a quarter-pipe ramp as a 12-month trial to determine interest in considering a larger, half-pipe ramp.
Since that time, he and the Committee have addressed matters on which the Council directed follow-up:

- Consult an architect with extensive knowledge on skateboard ramps
- Obtain comments from the ASCC

Mr. Young said they installed story poles, took photographs and created maps for ASCC review,
and ASCC had few comments on the design, but recommended using a natural color to match
the tennis court. Mr. Young noted that ASCC's policy-oriented comments also have been
answered and addressed.

- Develop rules and regulations for skate park use
- Bring a final proposal back to the Council for consideration.

If Council approves the proposal, Mr. Young said the Committee would pursue \$2,500 in donations before
going forward with installation. Parks and Recreation Committee Chair Simone LaValle said the
Committee has met its goal of collecting \$2,500 in pledges, which members will collect upon Council
approval of the proposed trial installation.

Mayor Wengert asked for clarification of the color that ASCC recommended, because in one place the
report mentions the same color as the tennis court and another place mentions a lighter-colored wood
tone. Mr. Young explained that the ASCC wants the sides and back to be green to match the tennis court,
but the ramp itself is wooden except for the riding surface, which is a special wood-filled material that
comes in a natural color.

Councilmembers expressed unanimous approval of the proposal.

(11) Recommendation by Town Attorney: Adopt Ordinance for a Skate Park at Town Center
[7:40 p.m.]

- (a) First Reading, Waive Further Reading, and Introduce an Ordinance of the Town Council
of the Town of Portola Valley (Ordinance No. __)

As Ms. Prince explained, even installing a skateboard ramp on a trial basis requires adopting an
ordinance that requires anyone using the facility to wear a helmet, elbow pads and knee pads, and
posting signage required by California Health & Safety Code Section 15800. She said the Council could
revisit and revise the ordinance, depending on how the trial goes, but regardless, skate ramp users also
would be subject to the same rules and regulations that apply to the use of the Town's sports courts. This
includes sunrise-to-sunset hours of operation unless the Council determines otherwise, Ms. Prince said.

Councilmember Hughes moved to read title and waive further reading of the ordinance. Seconded by
Councilmember Richards, the motion carried 5-0.

- (12) Recommendation by Sustainability & Special Projects Manager: Consideration of Sustainability Committee Projects for 2014 and Creation of an Ad-Hoc Water Conservation Task Force [7:45 p.m.]

By way of background, Ms. de Garmeaux said the Sustainability Committee formed four years ago to help the Town meet its greenhouse gas (GHG) emission reduction targets and the goals and objectives outlined in the General Plan's Sustainability Element. For the past three years, the Committee's primary mission has involved encouraging residents to reduce energy use in their homes. Promoting water conservation has been a component of energy-efficiency efforts, but with the Energy Upgrade program functioning smoothly, Sustainability Committee members began discussing joining forces with the Conservation Committee to plan a budget for a focus on water conservation during the 2014-2015 fiscal year.

Ms. de Garmeaux said Sustainability Committee member Judith Murphy, who also chairs the Conservation Committee, and Councilmember Derwin, who serves as Sustainability Committee Chair, have long been champions of water conservation, and the Sustainability Committee always expected to bring water conservation to the fore in its programming. The drought has increased the urgency of getting underway with this effort, which led to the idea of proposing an Ad Hoc Water Conservation Task Force. Ms. de Garmeaux indicated that some members of both Sustainability and Conservation Committees have expressed interest in serving on such a task force, and they would be interested also in bringing in some experts and advisory members from neighboring communities.

In addition to water conservation, Ms. de Garmeaux said the Sustainability Committee considers it important to continue to make progress on the residential energy front, so its plans also include developing an energy-efficiency recognition program modeled after the Portola Valley Backyard Habitat program. Additionally, the Sustainability Committee is seeking Council guidance in prioritizing emission-reduction efforts in transportation and residential sectors.

Mayor Wengert applauded the Sustainability Committee broadening its scope, pointing out that the water issue has not only become much more pronounced but is likely to be ongoing. She asked whether we might consider reaching beyond conservation and sustainability, because it's a multi-dimensional issue that also involves groundwater levels, wells, pumping water from creeks – all exacerbated by the fact that growing numbers of people are making increasing demands on declining resources.

Councilmember Derwin said she would favor mandatory graywater recycling in new construction.

Councilmembers discussed the pros and cons of establishing an ad hoc task force, ultimately agreeing that it should be a separate group operating, at least initially, for a limited time with specific deliverables rather than a morphing of the Sustainability Committee. They also discussed its scope going beyond water conservation, with both short- and long-term priorities. Ms. Murphy, Portola Green Circle, said she thought there would be a natural progression of priorities, with initiatives that would help now and then address the larger issues longer-term. Ms. de Garmeaux said that task force members could be recruited via announcements in the Almanac, on PV Forum and on the Town website, with Council interviewing and appointing members at its meeting on March 12, 2014.

Councilmember Richards moved to form the Ad-Hoc Water Conservation Task Force Committee and approve the proposed charter. Seconded by Councilmember Derwin, the motion carried 5-0. Councilmembers also determined that after six months, they would consider the possibility of establishing a standing Water Conservation Committee.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (13) Discussion: Participation in a Joint Funding for a CERPP Coordinator position at Woodside Fire Protection District [8:07 p.m.]

Mr. Pegueros said that as Woodside Fire Protection District (WFPD) Fire Chief Dan Ghorso mentioned at the Council's joint meeting with the Woodside Town Council on January 30, 2014, he'd recommended creating a coordinator position for CERPP, the Citizens Emergency and Response Preparedness Program. It would involve taking an existing WFPD position dedicated primarily to public education and redirect some of the incumbent's time to help resurrect the CERPP volunteer group and their projects.

The WFPD Board and the CERPP Board both unanimously support the recommendation, which includes a cost-sharing to cover the expense of the new position beginning July 1, 2014. Toward that end, Mr. Pegueros said he's seeking Council direction to include funding of almost \$15,000 for a year-long trial program for the FY 2014-2015 budget. If the position becomes permanent, he said grant funding might be sought to make it self-sustaining.

In response to Councilmember Derwin, Mr. Pegueros said Woodside has made its commitment already, and if Portola Valley does so tonight, the program should launch March 1, 2014. He said he does not have confirmation that San Mateo County has made a financial commitment, but one County agency in particular – the Los Trancos County Water District – has been very supportive of fire-protection efforts.

Councilmember Richards moved to approve funding for the trial CERPP Coordinator position in the Town's FY 2014-2015 budget. Seconded by Councilmember Hughes, the motion carried 5-0.

(14) Reports from Commission and Committee Liaisons [8:13 p.m.]

Vice Mayor Aalfs – No reports

Councilmember Derwin

(a) Council of Cities

Councilmember John Richards joined Councilmember Derwin in attending the January 24, 2014 Council of Cities meeting at the History Museum in Redwood City. San Mateo County Supervisor Dave Pine gave a "state of the county" presentation, focusing primarily on social service agencies and their services.

(b) Sustainability Committee

The meeting scheduled for January 20, 2014, was canceled, but a special meeting was held on January 27, 2014, during which members discussed the Energy Upgrade program, the TED (The Energy Detective) electricity monitoring device, plans for the 2014 Earth Fair, and possible projects focusing on water and transportation issues.

(c) Bicycle, Pedestrian and Traffic Safety Committee

Mr. Young updated the BP&TS Committee on the status of the San Mateo County Transportation Authority (TA) grant application at the group's January 8, 2014 meeting. The matter will go to the TA's Citizens' Action Committee (CAC) for discussion at its March 4, 2014 meeting and the TA on March 6, 2014.

The BP&TS Committee also discussed:

- The parking situation at Windy Hill
- The Corte Madera school traffic study; plans are to assemble all of the reports and bring the matter to the Council for consideration at its March 5, 2014 meeting

- Upcoming events including the Bike Rodeo (May 10, 2014), Bike/Walk to School Day and a 50th Anniversary parade

(d) Poet Laureate

A special reception was held on February 4, 2014 to celebrate and welcome Caroline Goodwin, San Mateo County's first Poet Laureate. The event featured poetry readings by Ms. Goodwin and three other poets, East Palo Alto Poet Laureate Kalamu Chaché, Pacifica Poet Laureate Dorsetta Hale, and Jack Herrera, an Aragon High School with plans to go on to Stanford.

Councilmember Derwin said that Ms. Goodwin teaches at the College of Arts and Crafts in Berkeley.

(e) Resource Management and Climate Protection (RMCP) Committee (C/CAG)

Meeting on February 19, 2014, the RMCP Committee had a conference call with a representative of the California Public Utilities Commission about CPUC's strategic plan for residential zero net energy by 2020, and heard presentations from San Mateo County Supervisor Dave Pine and Assemblymember Henry Perea's net energy metering bill, AB 327. Mr. Pegueros said he would look into the potential impact of the legislation on Portola Valley.

(f) Library JPA Governing Board

The San Mateo County Library's Joint Powers Authority Governing Board met on February 10, 2014, welcoming five new JPA Board members and reviewing its financial audit report. Councilmember Derwin reported that as of the 2014-2015 fiscal year, the JPA finally has adequate operating revenues.

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

A PG&E presentation based on an executive report of pipeline data within San Mateo County was among the items on the C/CAG agenda at its February 13, 2014 meeting. Thus far, Councilmember Derwin said, PG&E has spoken with representatives of every jurisdiction in the County except for Colma and Portola Valley. Mr. Pegueros said difficulties in scheduling have delayed PG&E's meeting with Portola Valley.

C/CAG also:

- Appointed three members to its Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms. Six applicants, including two incumbents, submitted applications.
- Reviewed the Governor's proposed FY 2014-2015 budget during the February meeting. Highlights include the first appropriation of Cap and Trade revenues; funding for initial implementation of California's Water Action Plan and lower voter thresholds and expanded project types for "local infrastructure financing districts," including water, flood control, sewer and solid waste. She said the Governor wants to add military base re-use, urban infill, transit priority projects and affordable housing to the types of projects.
- Took nominations for Chair (Pacifica Mayor Mary Ann Nihart) and Vice Chair (Kirsten Keith from Menlo Park).

- Discussed studies on several projects underway to reduce congestion in commute corridors projects, related to the TA's May 2012 call for submission of Measure A Highway Program projects. Studies addressing the Highway 101 corridor include a high-occupancy vehicle (HOV) lane from Whipple Avenue to Interstate 380 and an auxiliary lane from Oyster Point to the San Francisco County Line.

According to Councilmember Derwin, Transform has produced a compelling report putting forth the idea that optimized hot lanes – basically toll roads – would be more effective in getting people off the highway and relieving congestion, and using the proceeds for public transportation initiatives.

- Discussed Assemblymember Kevin Mullin's AB 418, which would enable C/CAG to put a special tax or property-related fee before voters for the Stormwater Management Committee. The bill needs a two-thirds vote from the California Senate.

(h) Housing Endowment and Regional Trust (HEART) of San Mateo County

Councilmember Derwin reported that: meeting this afternoon, the HEART Board swore in two new members, South San Francisco Councilmember Liz Normandy and Redwood City Councilmember Diane Howard, and also discussed:

- The organization's annual benefit luncheon; coming up on May 7, 2014, it will feature as keynote speaker Electronic Arts founder Trip Hawkins, whose latest start-up – called If You Can – uses video games to teach children social and emotional learning skills
- Complex loan arrangements affecting residents of the Ocean View apartments in Pacifica, which has 100 affordable rental units for seniors
- Brookwood Equities, which offers both market-rate and affordable housing in San Francisco, approached HEART for funding to go more deeply into affordable housing

The HEART Board also continued discussions related to the study on the feasibility of raising \$200 million to fund building approximately 4,000 units of affordable housing in San Mateo County.

Councilmember Hughes

(i) Planning Commission

Meeting on February 5, 2014, the Planning Commission addressed:

- The proposed amendment AT&T Mobility's Conditional Use Permit (CUP) for the wireless tower across from Alpine Hills Tennis & Swimming Club
- A resident's request for a waiver from Town utility undergrounding requirements
- Proposed revisions to the Portola Road Corridor Plan draft, including discussions about habitat, the difference between a "view" and a "viewshed" and the balance between opening views and preserving vegetation

- Several components of the Housing Element update, including an analysis of the Town's Regional Housing Needs Assessment (RHNA) requirements in the context of the 21 Elements study, the State Density Bonus Law and the Town's Affiliated Housing program – which included some discussion about the possibility of expanding it to include commercial properties

(j) Architectural and Site Control Commission (ASCC)

At its February 10, 2014 meeting, the ASCC:

- Continued the Architectural Review for a new residence with a detached guest house and the related Site Development Permit X9H-665 for 7 Veronica Place, established conditions of approval and approved the project
- Approved the Portola Valley Ranch Design Committee's revisions to its Solar Panel Design Guidelines
- Reviewed the Priory's proposed new classroom building for conformity with CUP X7D-30 and Site Development Permit X9H-668

Meeting again on February 24, 2014, the ASCC:

- Continued review of the Priory's proposed changes to Benedictine and Church Squares
- Conducted an architectural review for a proposed detached guest house at 385 Westridge Drive

(k) Nature and Science Committee

At its February 13, 2014 meeting, the Nature and Science Committee:

- Reviewed Stanford's tick and Lyme disease study, which indicates the previously unknown presence of the bacterium *Borrelia miyamotoi* in ticks throughout the Bay Area
- Worked with 50th Anniversary Ad Hoc Committee co-chairs Cyndi White and Danna Breen on ways to tie in Nature and Science Committee 2014 activities with plans for the Town's 50th Anniversary celebration
- Approved its budget
- Discussed its well-attended tour of the Hawthorns property at the Midpeninsula Regional Open Space District (MROSD)

(l) Midpeninsula Regional Open Space District (MROSD)

Councilmember Hughes said that he and Mr. Pegueros were among those who attended the MROSD meeting when a Hawthorns discussion was on the agenda. A report on the property has been completed; according to Councilmember Hughes, the upshot is that of the four structures considered the "primary buildings that define the site," the idea would be to "prop up" the two that are in the worst condition rather than rehabilitate them, and restore the main house and garage for potential use. It is likely that none of the individual

buildings would qualify as historic structures, he said, but the site as a whole would be considered historic.

At this time, Commissioner Hughes said, MROSD is putting together a request for letters of interest to identify partners to proceed.

Councilmember Richards

(m) Conservation Committee

Councilmember Richards reported that agenda items at the Conservation Committee's two recent meetings (January 28 and February 25, 2014) included discussions of the broom pull scheduled for March 9, 2014, the Backyard Habitat program, the Native Plant Garden, potential tie-ins with the Town's 50th Anniversary celebration, and teaming up with the Sustainability Committee on promote water-conservation efforts and using drought-tolerant plantings for landscaping.

(n) Emergency Preparedness Committee

At a special meeting on February 20, 2014, EPC members:

- Discussed this year's goals and objectives, including a focus on medical emergency planning and an increase in training activities
- Reviewed the traffic situation at Corte Madera School
- Met WFPD's educational officer, Selena Brown, who will be doubling as CERPP's part-time coordinator (see Item 13)

Mayor Wengert

(o) Trails and Paths Committee

At their February 11, 2014 meeting, members of the Trails and Paths Committee reviewed progress on the driveway scoring efforts and approved three new members – Barb Eckstein, Philip Reilly and Joyce Shefren (see Item 8).

(p) 50th Anniversary Ad-Hoc Committee

The Committee continues to winnow down its list of potential events, collaborate with individual committees on committee-specific activities and work on the anniversary calendar.

(q) SFO Airport/Community Roundtable

Relative to two issues on the near horizon:

- Mayor Wengert and Mr. Pegueros are working on a letter to advise residents of the temporary closure of runways and provide contact information; the runway work is supposed to start in April 2014.
- The published release date for the Environmental Assessment related to NEPA is March 24, 2014; multiple letters that have gone to the FAA "are still hitting a stone wall," Mayor Wengert said, but in any case, once the assessment is

released, the Town should host a community meeting to review the project's local impact and give the public an opportunity to comment.

Mayor Wengert said she has been invited to a meeting with Senator Dianne Feinstein's representative hosted by Assemblymember Rich Gordon.

(r) Boy Scouts

Mayor Wengert indicated that she and Mr. Pegueros met briefly with the Boy Scouts.

WRITTEN COMMUNICATIONS [9:27 p.m.]

(15) Town Council January 24, 2014 Weekly Digest

- (a) #6 – Letter of Interest for serving on the ABAG Executive Board – Pradeep Gupta, PhD (SSF)

Councilmember Derwin reported that South San Francisco Councilmember Gupta was named to fill the ABAG Executive Board position.

(16) Town Council January 31, 2014 Weekly Digest – None

(17) Town Council February 7, 2014 Weekly Digest

- (a) #8 – Energy Upgrade California- Homeowner Workshop – Thursday, February 13, 2014

Councilmember Derwin reported that she did not attend the workshop but understood it was relatively well-attended and much appreciated.

(18) Town Council February 14, 2014 Weekly Digest

- (a) #8 – Midpeninsula Regional Open Space District Report re: Hawthorn Property

See Item 14(l).

(19) Town Council February 21, 2014 Weekly Digest

- (a) #6 – Memo from Town Manager Nick Pegueros re: Weekly Update – Friday, February 21, 2014

Councilmember Hughes raised a concern about Item 3 in Mr. Pegueros' recap of the week's activities, in which he reported that the Sheriff's Office moved the speed trailers on Alpine and Portola Road to allow safer bike passage on the shoulder. Councilmember Hughes noted that these trailers are three times the size of what we usually have, and questioned the timing of locating a speed trailer right at the entrance to Town on Portola Road while we're in the process of finalizing the Portola Road Scenic Corridor Plan.

Mr. Pegueros noted that the Sheriff's Department will discuss the speed trailers at an upcoming Council meeting.

ADJOURNMENT [9:35 p.m.]

Mayor

Town Clerk