

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 876, MARCH 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
Stacie Nerdahl, Administrative Services Manager
Brandi de Garneau, Sustainability and Special Projects Manager
Howard Young, Public Works Director
Leigh Prince, Town Attorney
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None.

(1) Ad Hoc Water Conservation Committee Task Force: Interviews and Appointments

Mayor Wengert welcomed Al Sill, inviting him to talk about what made him step forward to volunteer.

Mr. Sill said that during the 25 years he's lived in Portola Valley, he's come to realize how much the Town relies on volunteers. Now that he's retired and his children in college, he said he has the time and interest to volunteer. He said he's done some work on his landscaping over the past couple of years, taking advantage of the California Water Service Company high-efficiency sprinkler nozzle program.

Councilmember Richards said he's delighted when new people sign on to join the mix of Town volunteers. Councilmember Hughes and Vice Mayor Aalfs echoed the sentiment. Mayor Wengert said an ad hoc committee would be a perfect vehicle to test drive solutions to water conservation.

In response to Councilmember Derwin, Mr. Sill he's been an engineer and business person with experience working with small groups. She said the Ad Hoc Water Conservation Committee Task Force would look at both short- and long-term solutions for consumers, and also big solutions. She said that at a landscaping seminar Ms. de Garneau recently coordinated, a representative of Rana Creek, which works on systems that collect and reuse every drop of water in one way or another – and because that would be great for Portola Valley, it would be wonderful to have an engineer in the group. (Rana Creek is a renowned ecological design firm specializing in environmental planning, landscape architecture, habitat restoration and native plant propagation.)

Councilmember Richards moved to appoint Al Sill to the Ad-Hoc Water Conservation Committee Task Force. Seconded by Councilmember Derwin, the motion carried 5-0.

Mayor Wengert said that Ms. de Garneau is working on a first meeting for the group, with details available probably late this week.

CONSENT AGENDA [7:37 p.m.]

(2) Approval of Minutes: Regular Town Council Meeting of March 12, 2014 [*Removed from Consent Agenda*]

(3) Ratification of Warrant List: March 26, 2014 in the amount of \$75,866.90

- (4) Recommendation by Public Works Director: Adoption of a Resolution accepting as completed Ford Field Renovation Project #2011-PW02B [*Removed from Consent Agenda*]
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to accept as completed Ford Field Renovation Project #2011-PW02B and authorizing final payment to Jensen Corporation Landscape Contractors concerning such work and directing the Town Clerk to file a Notice of Completion (Resolution No. __)

By motion of Councilmember Hughes, seconded by Councilmember Derwin, the Council approved Item_3 on the Consent Agenda with the following roll call vote:

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

No: None.

- (2) Approval of Minutes: Regular Town Council Meeting of March 12, 2014

Councilmember Richards moved to approve the minutes of the Town Council meeting of March 12, 2014, as amended. Seconded by Councilmember Hughes, the motion carried 4-0-1 (Derwin abstained).

- (4) Recommendation by Public Works Director: Adoption of a Resolution accepting as completed Ford Field Renovation Project #2011-PW02B
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to accept as completed Ford Field Renovation Project #2011-PW02B and authorizing final payment to Jensen Corporation Landscape Contractors concerning such work and directing the Town Clerk to file a Notice of Completion (Resolution No. 2613-2014)

Vice Mayor Aalfs recognized Mr. Young's hard work on the Ford Field project, noting that although the final accounting isn't finished, he kept the cost under budget. Mayor Wengert, who has served as Council liaison to the Parks and Recreation Committee, agreed, commenting on Mr. Young's diligence, patience and professionalism as Ford Field designs "meandered left and right."

Councilmember Richards moved to adopt Resolution No. 2613-2014, accepting as completed Ford Field Renovation Project #2011-PW02B. Seconded by Vice Mayor Aalfs, the motion carried 5-0.

REGULAR AGENDA [7:39 p.m.]

- (5) Recommendation by Administrative Services Manager: Purchase of Sharp MX6240N Copier/Scanner
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley amending the capital equipment budget for FY 2013-2014 to purchase copier (Resolution No. 2614-2014)

When Mayor Wengert indicated this would be the first time the Town would buy rather than lease a copier, Ms. Nerdahl said that the last two copiers were on five-year leases, but purchasing one now seems to be a less-expensive option. The current copier is still functioning well, Mr. Pegueros added, but is currently near the end of its lease term. Mayor Wengert said that now the technology is no doubt better, and hopefully usage is lower than it was.

Councilmember Hughes moved to approve the copier/scanner purchase requested. Seconded by Councilmember Richards, the motion carried 5-0.

(6) Recommendation by Public Works Director: FY 2013-2014 Annual Street Resurfacing Project No. 2013-PW02 [7:41p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley approving plans and specifications and calling for bids for the 2013-2014 Street Resurfacing Project – Surface Seals No. 2013-PW02 (Resolution No. 2615-2014)

Mr. Young said that annual street resurfacing is historically part of the Town's capital improvement program. Public Works uses its Pavement Management System in conjunction with a visual inspection of all the streets to decide which to put on each year's agenda, and employs a surface seal program to prolong the life of decent pavement to avoid costly rehabilitation later. On this year's agenda are:

- Alpine Road from Portola Road to Paso Del Arroyo
- Cervantes Road from Peak Lane to the east side of Westridge Drive
- Portola Road from Alpine Road to Portola Green Circle
- Westridge Drive from Alpine Road to the east side of Cervantes Road

Mr. Young said \$230,000 is budgeted for this work, but the plan also includes basic repairs on Mapache Drive if the allotted amount covers them as well.

Mayor Wengert asked Mr. Young to elaborate on the repave-resurface-repair cycle, particularly as it applies to interior streets (i.e., other than Alpine Road and Portola Road). Mr. Young said that it depends on the street conditions, noting that Public Works has been especially active in resurfacing over the past decade. He said he tries to balance so that in one year, residents can readily see the project benefits, and the next year the focus turns to arterials and collectives.

Different streets receive different applications, he said, with surface seals or slurry seals applied on residential streets to help keep costs in line. Depending on traffic volume, a slurry seal may last eight years, while an overlay should last seven to eight years before it needs a slurry seal to extend its life. Mr. Young said guidelines for what treatments to use where correspond with the Metropolitan Transportation Commission (MTC) guidelines.

Councilmember Richards, noting that the work on Corte Madera Road isn't indicated in the package Mr. Young provided, asked about it. Mr. Young said it's part of a federally funded project on Alpine Road, and to ensure using the entire allotment of federal funds available, he added a bid alternate to that project to cover the Corte Madera Road work. Mr. Young said the slurry seal wouldn't be applied until the five homes being built on Corte Madera now are complete, because he doesn't want to apply the finishing coat to the road only to have it torn up by construction equipment utilities installations.

Councilmember Derwin moved to approve FY 2013-2014 Annual Street Resurfacing Project No. 2013-PW02. Seconded by Councilmember Richards, the motion carried 5-0.

(7) Recommendation by Town Manager: Update of Planning Department staffing plan and request for FY 2013-2014 budget amendment for Supplemental Consultant and Staff Services [7:47p.m.]

Mr. Pegueros, following up on his March 12, 2014 update to the Council on the status of the Planning Department staff, said he's worked through many of the issues facing the department in preparing his request tonight. The request involves two main components, he said.

- First would be to increase the number of authorized staff (from three to four employees), if approved, Mr. Pegueros said recruitment of a Planning Director would proceed, but he

anticipates a fairly lengthy process because the requisite skill set is quite unusual. With that process continuing for upwards of 12 months, he said some steps would be necessary to handle assignments on a temporary basis during the interim.

He recommended appointing an interim Town Planner, a staff position focused almost exclusively on current planning responsibilities. He proposed Deputy Town Planner Karen Kristiansson serving as interim Town Planner, a shift that in turn would require someone to take over daily department management. Mr. Pegueros said he is willing to fill that role.

- The final piece of the recommendation would be engaging several consultants to work on various pieces of the department's work.

The greatest impact of these changes would be on the FY 2014-2015 budget, Mr. Pegueros explained, but the cost of executing service contracts with consultants would require amendments to the FY 2013-2014 budget. He said they'd make every effort to save as much as possible, requesting \$75,000 to divide among two or three consultants for this year. (The \$70,000 figure in the staff report of March 26, 2014 is erroneous, he said. Also, the organization chart [Attachment 3] inadvertently omitted a maintenance worker position in the Public Works Department.)

Councilmember Hughes noted that Planning Director position information in the staff report described an office worker's position but did not address the more physically intensive activity of climbing around on job sites. Because of their extensive interaction with the staff, he inquired about feedback on the proposal from the Planning Commission and ASCC, and suggested their input on Planning Director issues might be valuable. Also, observing that the backup in Planning Department work has been building over the years, he was concerned that having three additional direct reports plus handling oversight of the consultants might overwhelm Mr. Pegueros. Mr. Pegueros said it would be similar to the situation when he started as Town Manager, and he hopes the Council eventually will approve engaging a consultant for special projects to help keep abreast of requests.

Vice Mayor Aalfs also expressed concern about the extra burden on Mr. Pegueros.

Councilmember Richards said Mr. Pegueros' proposal seems to present a reasonable opportunity to keep things on an even keel, and Councilmember Derwin said it's a thoughtful, forward-thinking solution. She asked Mr. Pegueros to elaborate on the special projects piece he mentioned. He said code enforcement is an example of work that he'd normally take on personally, and establishing a framework for traffic-calming measures would be another example.

Mayor Wengert pointed out that more growth opportunities in the special projects arena are likely as Ms. de Garneau and Ms. Nerdahl progress in their expanded new roles. She noted, too, that regional aspects affecting Town planning continue to increase, which in turn increases demands on staff. She said the sooner work begins on Mr. Pegueros' proposal, the better.

Speaking to the workload that had built up in prior years, Mr. Pegueros said the projects were dynamic and, like the Housing Element, often high-priority projects that took longer to complete than anticipated.

Councilmember Derwin moved to approve the Planning Department staffing plan and request for FY 2013-2014 budget amendment. Seconded by Councilmember Richards, the motion carried 5-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(8) Reports from Commission and Committee Liaisons [8:01 p.m.]

Councilmember Richards

(a) Cultural Arts Committee

Meeting on March 13, 2014, the Cultural Arts Committee discussed the “en plein air” project (i.e., painting done outdoors versus in a studio). Councilmember Richards expected publicizing the summer concert series to begin soon.

(b) Conservation Committee

Meeting on March 25, 2013, members of the Conservation Committee talked about:

- Updated plans for landscaping at 3 Grove Drive
- The backyard habitat program
- The revised native plant garden
- Drought and water issues
- Eucalyptus tree removal
- A very successful broom pull, with 17 adults participating plus Boy Scouts and ex-Scouts
- Welcome baskets for new residents as part of the Town’s 50th Anniversary celebration
- A new member application from Maggie Conley
- The pros and cons of willow trees in creekbeds
- The controversial Shell station sign in Ladera (because of its impact on the Town’s adjacent view corridor)
- Aggressive clearing on Trail Lane in Woodside

Councilmember Hughes

(c) Architectural and Site Control Commission (ASCC)

The main item on the meeting agenda for March 24, 2014 was a preliminary architectural review of the David L. Douglass/Nannette LaShay project at 18 Redberry Ridge, which includes a new house and guest house, and the site development permit. The review included discussion of Rana Creek’s latest report on the remediation plan to restore vegetation that had been illegally cleared.

Councilmember Hughes described the proposed new home as spectacular, and noted that the owners went the extra mile in reaching out to neighbors within Blue Oaks and at Portola Valley Ranch about the project.

Councilmember Derwin

(d) Sustainability Committee

Councilmember Derwin said she explained to Sustainability Committee members that due to the creation of the Ad Hoc Water Conservation Committee Task Force, Ms. de Garneau wouldn't be able to cover sustainability. She outlined three options:

1. Retain the Sustainability Committee as an advisory committee with the current structure (a staff member and Councilmember basically running the Committee) but meet less frequently (quarterly or every other month)
2. Start anew and operate the same way most of the Town's advisory committees do, develop a mission statement and charter, and have committee members plan, organize and run their own regular monthly meetings
3. Dissolve the Committee

Councilmember Derwin said all but one member in agreement, they chose Option 1, and will meet next in May. In the meantime, they'll review the charter to make it correspond with their expectations going forward.

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

The C/CAG March 13, 2014 agenda included presentations on Express Lanes implemented in the Bay Area. John Ristow, the Santa Clara Valley Transportation Authority's Chief Congestion Management Agency Officer, discussed the Silicon Valley Express Lanes Program, which uses High Occupancy Toll (HOT) lanes and invests money from the tolls collected for public transit. Stewart Ng, Deputy Director of the Alameda County Transportation Commission, made a presentation on Alameda County Express Lanes.

Councilmember Derwin also reported that:

- \$1.4 billion is expected to be available from the Cap and Trade carbon tax
- The Governor has proposed lowering the voter threshold for forming an Infrastructure Financing District (IFD) from two-thirds to 55% as well as expanding the types of projects that can be financed through an IFD
- AB 2516 would require state and local agencies responding to the anticipated rise in sea levels to contribute monthly reports to the Planning for Sea Level Rise Database, which would be maintained by the California Natural Resources Agency
- Water bonds are in the works for restoration, water storage, drought relief in the Central Valley and infrastructure for flood control
- C/CAG's Board approved establishment of an ad hoc committee to study the five-year Countywide Integrated Waste Management Plan (CIWMP) update

- On the stormwater compliance front, AB 418, enabling legislation that would affirm C/CAG's authority as a joint powers agency to propose a countywide special tax or property-related fee for approval by voters or property owners, passed the Senate, goes to committee April 2, 2014 and then on to the Assembly floor; upon two-thirds approval, it would go to Governor Brown, and if he signs it, the bill would go into effect immediately
- The C/CAG Board authorized a \$350,000 increase in construction management funding related to the Smart Corridor project, an incident management system that originated in the wake of a 39-hour shutdown of U.S. 101 following a truck rollover in 2006
- Pacifica Mayor MaryAnn Nihart and Menlo Park Councilmember Kirsten Keith were elected C/CAG Chair and Vice Chair, respectively
- Two new members were added to the Resource Management Climate Protection (RMCP) Committee: Atherton Vice Mayor Rick DeGolia and San Mateo County Supervisor Don Horsley
- PG&E needs to appoint a new representative to the C/CAG Board

(f) Resource Management and Climate Protection (RMCP) Committee

Councilmember Derwin said the most interesting part of C/CAG's (RMCP) Committee meeting on March 19, 2014, was a presentation on Current Water Supply Conditions and Drought Messaging in San Mateo County. Adrienne Carr, Senior Water Resources Specialist for the Bay Area Water Supply and Conservation Agency (BAWSCA), followed up on an update she presented at RMCP Committee's February 2014 meeting.

Waterwise, we're tracking just above the worst year on record, which was 1977, Councilmember Derwin relayed. The snowpack is only 30% of average. Consumers responded to the January 31, 2014, call for a reduction of 10% in water usage with a 12% cutback. According to Councilmember Derwin, Ms. Carr said Hetch Hetchy was 60% full, with 100 billion gallons of water (as of March 19, 2014). Reservoirs at Lake Don Pedro, Lake Eleanor and Cherry Lake provide backup, but that water would have to be filtered. To build up Hetch Hetchy would take another 6.5 inches of rain.

The San Francisco Public Utilities Commission (SFPUC) is expected to make a final estimate of available water on April 15, 2014, and if the situation hasn't improved sufficiently, probably will institute mandatory emergency rationing. That would apply to all Hetch Hetchy customers, including CalWater and its customers.

Also generating discussion at the RMCP Committee meeting were presentations by:

- Susan Wright, Program Coordinator for the San Mateo County Energy Watch
 Having primarily targeted residential users in the past, Energy Watch now wants to bring in specific commercial sectors – such as restaurants and offices – and help them identify ways to cut their energy usage.
- Kim Springer, Resource Conservation Programs Manager for the County's Recycle Works

The Governor's Office of Planning and Research (OPR) is updating the Environmental Goals and Policy Report (EGPR), which was originally released in 1978 as a 20-30 year perspective and statement of environmental goals and objectives for the state as a whole. The update is called "California @ 50 Million."

- San Mateo County Supervisor Dave Pine and Michael Barber, his Chief Legislative Aide and Budget Analyst

Supervisor Pine, who wants to create an ad hoc group to work on approaches to address sea-level rise challenges San Mateo County faces, is trying to determine who should be part of the group and what tasks they should take on.

(g) Silicon Valley Sustainable Landscape Summit

John Laird, Secretary of the California Natural Resources Agency and former Assemblymember from Santa Cruz County, delivered the keynote address at the Silicon Valley Sustainable Landscape Summit in Foster City on March 24, 2014. Councilmember Derwin said Mr. Laird has done groundbreaking work on water-related issues, including setting up a number of water ordinances that various jurisdictions have adopted.

The Summit also featured a panel that included presentations by representatives of Oracle, Stanford, the City of Foster City and Rana Creek Design. Their big message, Councilmember Derwin said, was – as it is with energy – you must measure and monitor it in order to save water.

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

Its annual benefit luncheon, scheduled for May 7, 2014, at the South San Francisco Conference Center, dominated the discussion at the March 26, 2014 HEART meeting. Although she's working with East Palo Alto to fill her table at the fundraiser, Councilmember Derwin indicated that she'd like others on the Council to join them.

In a talk entitled "Entrepreneurs, Education & Empathy, keynote speaker Trip Hawkins – the Silicon Valley legend who founded Electronic Arts – will discuss new ways video games can teach children social and emotional learning skills like empathy, compassion and ethical decision-making, his own journey to contribute to his community in San Mateo County and his current startup, If You Can Company.

Also covered during the March 26, 2014 meeting were the Opening More Doors campaign, possible support from the Silicon Valley Community Foundation, and a retreat to discuss differences of opinion among various Board members.

Vice Mayor Aalfs

(i) Planning Commission

At their meeting on March 19, 2014, Planning Commissioners reviewed the same application that the ASCC did on March 24, 2014 – the Douglass/ LaShay project at 18 Redberry Ridge. He said the restoration seems to be going well, and the Planning Commission seems receptive to the design proposed.

(j) 50th Anniversary Committee

The Committee met at Mary Hufty's farm on March 16, 2014. Vice Mayor Aalfs said members continues to show a lot of enthusiasm and good participation, and were happy

to hear the Town would pick up the dinner tab for the anniversary celebration in September 2014.

(k) Mayors for Meals

Standing in for Mayor Wengert, Vice Mayor Aalfs participated in this year's Mayors for Meals initiative on March 19, 2014, joining East Palo Alto Mayor Laura Martinez, Menlo Park Mayor Ray Mueller, Redwood City Mayor Jeffrey Gee, Woodside Mayor David Burow and Sequoia Healthcare District Director Kim Griffin, delivering meals to show support for our community's seniors. The event is organized by Peninsula Volunteers, which for 36 years has faithfully taken hot, fresh, nutritious meals to homebound seniors and disabled adults across South San Mateo County through its Meals on Wheels.

Mayor Wengert

(g) SFO Airport/Community Roundtable

Mayor Wengert said the draft Environmental Assessment (EA) of Northern California Optimization of Airspace and Procedures in the Metroplex (OAPM) was released March 24, 2014. The public hearing closest to Portola Valley is scheduled for April 17, 2014, in the San Mateo Library. Mayor Wengert criticized several aspects of the report as well as the format of the so-called public hearings that are planned. She said the format is "most interesting," more of an "open house" with no presentations but Federal Aviation Administration (FAA) representatives sitting around answering questions posed by people who go up to them and ask. "Complete stone wall exercises," she said.

Already, Mayor Wengert said, the report indicates that the NextGen procedures would create no significant noise exposure, and any discussion is likely to devolve into an argument about noise measures and their application. The FAA considers a Day/Night Average Level (DNL) of 65 dB or greater to be a significant impact under the National Environmental Policy Act (NEPA).

The NorCal OAPM includes routes serving the four major Northern California Airports (San Francisco, Oakland, San Jose and Sacramento) – but as Mayor Wengert said, the report obfuscates, providing no way to identify where tracks are located and using new terminology (e.g., she saw no reference to the Woodside VOR). Still, she said we'd have to "cut through all the non-information" and respond to the report.

She also noted that Roundtable members will review and discuss the EA, with the goal of providing comments, at its April 2, 2014, meeting.

WRITTEN COMMUNICATIONS [8:59 p.m.]

(9) Town Council March 14, 2014 Weekly Digest – None

- (a) #9 – Email from resident Anne Hillman re: Illuminated sign located at the Shell gas station in Ladera. Councilmember Hughes said this is a Ladera issue.

(10) Town Council March 21, 2014 Weekly Digest

- (a) None

ADJOURNMENT [9:03 p.m.]

Mayor

Town Clerk