

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 886, SEPTEMBER 24, 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 Maryann Moise Derwin and Craig Hughes; Vice Mayor Jeff Aalfs; Mayor Ann Wengert

Absent: Councilmember John Richards

Others: Nick Pegueros, Town Manager  
Debbie Pedro, Planning Director  
Howard Young, Public Works Director  
Leigh Prince, Town Attorney  
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Vic Schachter, Golden Oak Drive, shared with Council a packet, including a letter addressed to Senators Diane Feinstein and Barbara Boxer and Representatives Anna Eshoo and Jackie Speier, from the Ad Hoc Committee for Noise Abatement in the South Bay, in regard to a petition for Airplane Noise Abatement. He also reported that to avoid losing the right to appeal to the FAA's adverse findings in the Northern California Optimization of Airspace and Procedures in the Metroplex (OAPM) report and the Environmental Assessment (EA), the Committee is filing a required formal objection with the Ninth District Court of Appeals. Other concerned citizens have been generously donating funds to pay the attorney fees, he said. In response to Councilmember Derwin, Mr. Schachter said that Committee Co-Chair Jim Lyons fronted the money, so further checks to help reimburse him should be made payable to him.

Caroline Vertongen, Palmer Lane, discussed the problem of bullying and its dire consequences. Not only in schools from pre-kindergarten to graduate programs, on playgrounds and athletic fields, but to offices and other workplaces in both private and public sectors, bullying can result in severe depression, isolation, neurological disorders and even suicide, often in addition to retaliation against those who try to address the problem. Ms. Vertongen requested Council support for the proclamation on tonight's Council agenda declaring October 19-25, 2014 "Freedom from Workplace Bullies Week." Focusing specifically on abusive work environments, the proclamation commends the California Healthy Workplace Advocates and the Workplace Bullying Institute, which raise awareness of the impacts of and solutions for workplace bullying in the U.S.

(1) Presentation: Pacific Gas & Electric concerning gas pipeline replacement project for sections of Valley Oak, Ohlone, Wintercreek and Acorn Streets [7:50 p.m.]

PG&E Government Relations Representative Bill Chiang said he serves as a conduit for information between PG&E and Portola Valley, not only advocating for PG&E to the Town but also advocating on the Town's behalf to PG&E. He introduced Project Manager Kyle Pleger and Senior Gas Engineer Mike Kerans.

Mr. Pleger said the gas pipeline replacement project scope in the PV Ranch neighborhood is somewhat broader than originally anticipated, with plans now to replace about 2,300 feet of low-pressure gas main on Valley Oak Street from just west of Ohlone Street to Wintercreek Street, and replacing services to 11 homes along the route as well. He said crews would begin next week with pavement markings, followed by some drilling to determine the location of other underground utilities. Once the conditions are clear, they'll decide whether to use existing pipe as a conduit, which would take less time and cause less disruption than digging a trench or boring.

If it is trenched, he said there would be neither lane closures nor detours, and crews would work 200- to 300-foot sections per day. To accommodate residents who need to get in or out, the crew would put down a temporary steel plate to give them the access they need, Mr. Pleger added.

He said they're anticipating construction work to last about two months.

Mayor Wengert asked whether Ranch residents raised any issues when they met with the PG&E representatives today. He said they mostly asked questions about what would be happening, the sequence and location of construction, etc. He considered the meeting very successful.

In response to a further question about how PG&E determined which pipe to replace, Mr. Pleger said they are replacing a stretch of pipe originally laid in the mid-1980s, because after the gas leak on Valley Oak on June 18, 2014, research of records indicated quality problems with the particular pipe installed at that time. He said leak checks continue in other areas.

Noting that the original plan called for replacing 1,600 feet of main, Mr. Pegueros asked what accounts for the 700 feet they've added. Mr. Pleger said it's on Ohlone and Wintercreek Streets, and was installed at the same time as the other problem pipe in the mid-1980s.

In response to Councilmember Derwin, Mr. Pleger showed on his map where the gas leak occurred, but he said he couldn't speculate why it occurred. Mr. Kerans explained that a third-party consulting firm they sometimes use analyzed the pipe and traced the leak to where pipe sections were fused together; either the cement used for the joints or process used to apply it failed as a result of stresses created over time by settling, vibrations and other pressures.

Councilmember Derwin also asked whether PG&E is leak-checking in areas of Town other than PV Ranch. Mr. Pleger said that PG&E does a leak survey of the entire system every five years, and every year in areas of public assembly. Mr. Kerans added that leak surveys address more than underground pipes; they even pick up a leak from a meter. PG&E is using the high-tech, vehicle-mounted Picarro Surveyor gas detection system, which is said it's 1,000 times more sensitive than previous leak surveys, and it enables PG&E to survey a larger area much faster than the traditional surveys conducted on foot by employees using hand-held equipment. Now, employees on foot follow up on any leaks that are detected and repairs are prioritized.

Mayor Wengert asked what material PG&E uses when it replaces pipe. For the most part, Mr. Pleger said it's plastic in most cases.

Mr. Pegueros asked whether PG&E will install new shutoff valves while replacing service lines to the homes. Mr. Pleger said no.

In response to Mr. Pegueros' follow-up question concerning restoring roads to their current condition, Mr. Pleger said if they use a "soft-cut" procedure in trenching, they dig an inch or two on either side of the trench, and backfill and re-asphalt afterwards to eliminate the impressions left by the bulldozer teeth. Mr. Kerans added that finishing the project by re-sealing the pavement would then restore it to its current condition, and that PG&E also would restore any private-property landscaping disrupted in the process.

Because human error has been identified as possibly contributing to the problem with the pipe that leaked, Mr. Pegueros also asked whether the Town could be provided with information about where else the same contractor laid other pipe during the mid-1980s period. Mr. Pleger said he'd take that question back to PG&E. According to Mr. Kerans, pipe-joining technology and procedures also have evolved since the Valley Oak Street pipeline was laid.

Mr. Young indicated that the Town has assigned an inspector to monitor the replacement project as well.

Mr. Pleger, pointing out that digging poses the greatest danger to pipelines and other underground utilities, urged homeowners and contractors to call 8-1-1 before digging – even to plant a tree or put in a new mailbox.

CONSENT AGENDA [8:17 p.m.]

- (2) Ratification of Warrant List: September 24, 2013 in the amount of \$95,478.76
- (3) Recommendation by Town Manager: Adoption of Local Emergency Ordinance
  - a) Second reading of title, waive further reading, and adopt an ordinance of the Town Council of the Town of Portola Valley replacing Chapter 2.24 [Emergency Organization and Protection] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No. 2014-404)
- (4) Recommendation by Public Works Director: Adoption of a resolution accepting as completed Town of Portola Valley 2013/2014 Street Resurfacing Project – Rehabilitation #2013-PW01 OBAG Funded Federal Project No. STPL-5390 (005)
  - (a) Adoption of a resolution of the Town Council of the Town of Portola Valley to accept as completed Town of Portola Valley 2013/2014 Street Resurfacing Project – Rehabilitation #2013-PW01 and authorizing final payment to Half Moon Bay Grading and Paving, Inc. concerning such work, and directing the Town Clerk to file a Notice of Completion (Resolution No. 2634-2014)
- (5) Recommendation by Mayor: Adoption of a proclamation of the Town Council of the Town of Portola Valley declaring October 19 through October 25, 2014 “Freedom from Workplace Bullies Week”
- (6) Appointment by Mayor: Request for appointment of member to the Bicycle, Pedestrian & Traffic Safety Committee

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

Aye: Councilmembers Hughes, Derwin, Vice Mayor Aalfs, Mayor Wengert.

No: None.

REGULAR AGENDA

- (7) Discussion and Council Direction: Review and discuss the Affordable Housing Programs in the Draft 2014 Housing Element [8:18 p.m.]

Ms. Pedro explained that staff is seeking direction from Council on priorities for the four key programs covered in the 2014 draft Housing Element, which the Town Council unanimously approved at its June 18, 2014 meeting. She provided brief background on each of the programs:

1. *Inclusionary Housing*: The Town adopted its first Inclusionary Housing Ordinance in 1991, and the draft Housing Element calls for reviewing and updating it to
  - a) Consider applying a housing-impact fee to these projects
  - b) Require developers to build affordable-housing units with the subdivision
  - c) Reduce the percentage of lots required for below market-rate (BMR) housing

Because the housing data is needed to support any amendments to the Inclusionary Housing requirements, the Planning Commission has recommended that Portola Valley participate in the 21 Elements' countywide housing nexus study. Staff will prepare a specific request to that effect to the Council on November 12, 2014.

2. *Affiliated Housing*: Dating back to 1990, the Town's Affiliated Housing program allows employee housing, or multi-family housing, on three institutional properties – the Priory, The Sequoias and the Stanford Wedge. Upon approval of its 2005 master plan, the Priory was authorized to build 11 additional units, and intends to do so by the end of 2022, Ms. Pedro said, but at this time, nothing is planned for either The Sequoias or the Stanford Wedge.
3. *Second Units*: The Town has relied primarily on second units to provide most of Portola Valley's affordable housing stock, approving an average of about five units annually over the past five years. The draft Housing Element calls for amendments to the Town's Second Unit program that would allow:
  - a) Parcels of 2-plus acres to have second units of up to 1,000 square feet
  - b) Parcels of 3.5-plus acres to have two second units on the property, one attached and one detached
  - c) Staff review and approval of second units up to 750 square feet

In terms of the Second Units program, Mayor Wengert said she'd understood that since 2011, staff has been authorized to approve second units on the first floor within an existing home (versus detached) with no ASCC review required, provided the units are within the primary residence.

4. *Shared Housing*: The Town partners with HIP Housing on HIP's shared-housing program, which matches people who are looking for housing with people who have rooms available for rent in Town. Although participation has been low, Ms. Pedro said the Town would continue to publicize the program to residents and employees to increase the number of placements.

Councilmember Hughes said in addition to the four key programs, the draft Housing Element included proactive steps we might take or possibilities we might investigate over the course of the upcoming cycle. They may not be priorities now, he acknowledged, but we'll probably look back at what we talked about today, to pick up where we left off, when we have this discussion again next year.

Ms. Pedro said the draft Housing Element Action Plan has an item called Future Programs, which discusses future housing needs beyond 2022 and potentially addressing them by a) considering expansion of the Affiliated Housing program to commercial sites for employee housing and b) exploring the potential uses of the money in the Town's In-Lieu Housing Fund.

Councilmember Derwin said she can't recall why one of the second units on a parcel of 3.5-plus acres must be attached. Ms. Pedro said she's not reviewed all of the discussions yet, she expects it might be to minimize the number of structures or the appearance of three single-family homes on one property. Ms. Prince said the Planning Commission seemed somewhat uncomfortable with the idea of having three units on a piece of property, creating what looks like a compound of sorts. In response to a follow-up question from Councilmember Derwin, Vice Mayor Aalfs said most of the those involved in the discussion about two second units at both Planning Commission and Ad Hoc Affordable Housing Committee meetings – including those in the audience – favored having one of them attached.

Mayor Wengert pointed out that the Town allows two detached second units on parcels of 10-plus acres.

In terms of staff-level review of second units up to 750 square feet, Vice Mayor Aalfs noted that there were concerns that parking, traffic and other issues that staff hasn't examined in reviewing additions smaller than 400 square feet. In some cases, larger units might need tweaking by the ASCC or the Planning Commission. To address such concerns, he said, part of the program calls for reviewing

performance standards and updating them as necessary, and specifying that staff would be able to refer applications to the ASCC if appropriate.

To some extent, Vice Mayor Aalfs said a review of the rules and regulations would be an important element of implementing changes in any of the four key programs.

Mayor Wengert invited questions and comments from the audience. There were none.

Mayor Wengert said she continues to believe the Second Units program is the Town's best avenue to secure additional housing in Portola Valley. Toward that end, she said we may want to consider dropping the threshold for two second units (one attached, one detached) on a property below the 3.5 acres proposed. Her rationale is that the Town has many more homes in the 1-acre category, many of which are in the neighborhood of 5,000 to 6,000 square feet. When combined with the fact that the Town's population is aging rapidly, a second interior unit in some of these homes could give more people more flexibility in managing their lives – by bringing in a live-in caregiver, a child, caretaker, whatever. Many of these people may have a detached second unit already. The decision to add a second second unit would be to satisfy their individual needs, she said, but in a fashion that would also provide additional housing without affecting the visual impact. She also said that given the economics and demographics, Portola Valley may soon find itself in a situation where young families can't afford to move here.

Mayor Wengert also said she believes it should be a priority for the Town to create units above and beyond our Regional Housing Needs Assessment (RHNA) allocation. Particularly in a situation where the homeowner wants that unit, Vice Mayor Aalfs added. He pointed out, too, that the attached second unit wouldn't increase the total square footage allowed.

Ms. Pedro said that in terms of incentives to encourage the production of affordable housing, it would be important to establish a direct link based on the nexus between where money goes that results in growth of the affordable housing supply. She said that's different from Inclusionary Housing, but for that program, it's also important to participate in the 21 Elements nexus study.

Mayor Wengert stated that there are a number of ways we can potentially help people financially, but it also could create a fairly large program for the Town to administer.

Mr. Pegueros said that from July 2008 to December 2013, Portola Valley approved adding 29 second units, averaging about 5.3 units per year. Given that draft Housing Element's projections are based on that number, he asked whether the Council wants to look at programs to increase the rate of production. If so, they can explore actions that might yield higher numbers.

Ms. Pedro said the three amendments proposed for the Second Unit program are expected to raise the average to 6.5 units per year over the next eight years, an increase of about 25%.

Councilmember Derwin referred to a September 23, 2014 article in the *New York Times*, which says that in California, absence of affordable housing squeezes the middle class. Robert K. Green, an economist and director of the Lusk Center for Real Estate at the University of Southern California, is quoted in the article as saying, "It's hard to imagine how all of California doesn't become like New York City and San Francisco, where you have very rich people and poor people, but nothing in between. That's socially unhealthy and unsustainable, but it's where we are going right now – affordability is its worst ever and we're seeing a hollowing-out of the middle class here." Councilmember Derwin said this problem won't be solved by either government or businesses alone; it will take government, businesses and community, and wages must be higher and education must improve.

At this point, Councilmember Derwin said she'd like to see a diversity of housing and different price points. She's been studying "pocket" neighborhoods, she said. Architect Ross Chapin, who wrote *Pocket Neighborhoods: Creating Small Scale Community in a Large Scale World*, originated pocket neighborhoods in Washington, taking his cue from Denmark's "co-housing" practice. In a pocket neighborhood, between four and 12 houses face a green and share considerable space to promote creating community. Councilmember Derwin said she'd love to see that in Portola Valley, but it would increase density and require zoning changes. She'd also like to see backyard cottages here, which Chapin also talks about. In any event, the way we think about housing must change radically before we'll be able to solve the housing problem, she said. It's going to take a very different mindset. In the meantime, she'd favor the Town adopting a much more aggressive Second Unit program – such as two units on smaller lots, two detached units on larger pieces of property.

Vice Mayor Aalfs said he supports the recommendations on the Second Units as they stand now as our first priority.

Councilmember Hughes said figuring out what we'll be doing over the course of eight years, it makes sense to quickly get to the low-hanging fruit – such as increasing the rate of production of second units to 6.5 per year. He said he'd begin with next year's priorities, determining what we should do sooner rather than later to really start making a difference, and then decide on other priorities after that.

Mayor Wengert said we could make the Second Unit program more aggressive if further work by the Planning Commission enables us to fully understand the implications and make sure everything we need to do it is in place.

Councilmember Hughes said that as the Planning Commission investigates, a number of issues may arise that they'd have to think through, which would delay the process. For example, the current parking ratio is based on the number of bedrooms, and a second unit may mean more vehicles per bedroom because it houses another family as opposed to an additional bedroom in an existing home, which might well be for a child who isn't old enough to have a car.

Mayor Wengert said that dropping lot-size requirements for two second units from 3.5-plus acres could have a substantial near-term impact on second-unit production.

Councilmember Hughes didn't disagree, but noted that at this point, pursuing the recommendations as stated – versus trying to go beyond those recommendations – wouldn't get us bogged down in a long public process and we'd start increasing the rate of second-unit production sooner.

Mayor Wengert said she didn't see how the process would differ, because the Planning Commission would do the same thing with the current recommendations. She said all of them will take a fair amount of vetting.

Ms. Prince said the Town is obliged to implement the changes to the Second Unit program that are spelled out in the draft Housing Element, which will take some time in and of itself. She expects that the learning process that goes along with that effort to result in more awareness of and insight into issues such as parking.

Ms. Prince also suggested considering establishment of an Overlay District in the Zoning Code. When evaluating the issue of parcel size in the context of permitting additional second units, she recalled the Planning Commission shied away from lots smaller than 3.5 acres due to concerns related to topography and the winding nature of many of the Town's roads. An Overlay District that allows two second units on smaller parcels could be established in some residential districts where it makes sense.

Mayor Wengert said that's a great idea.

Councilmember Hughes said an Overlay District would be particularly relevant for one of the three Second Unit program changes outlined in the Housing Element: the one that would allow parcels of 3.5-plus acres to have two second units on the property. The other changes need only technical work, he said, which he wouldn't want to delay while revisiting the issue parcel size as it relates to two second units. He said also that the staff-level review of units up to 750 square feet would be where we'd come up with most of the units needed to satisfy RHNA numbers.

Mayor Wengert said that implementing the staff-level review recommendation should be relatively straightforward, and should be Priority 1 for the Planning Commission. Councilmember Hughes agreed, although he noted that it requires evaluating and possibly revising the guidelines and rules that staff would need to make appropriate decisions.

Mayor said the same work program would apply to both of the other recommendations that involve parcel-size thresholds, so the Planning Commission could tackle them simultaneously.

Councilmember Hughes reiterated the importance of addressing future-oriented programs for affiliated housing and using In-Lieu Housing Fund money. He said those would likely involve forming task forces for longer-term research, evaluation and recommendations.

Councilmember Derwin asked whether we have any say in how the In-Lieu Housing Fund money is used. Ms. Pedro said it absolutely must be used for affordable-housing purposes, but when Councilmember Hughes pointed out that still leaves many different ways of doing that, Ms. Prince clarified that the In-Lieu Housing Fund should be used in ways that would directly affect and create affordable housing in Town. Mayor Wengert said it could be done programmatically with incentives, or contributing financially if, for instance, Stanford were to indicate wanting to build affordable housing in the Wedge, or other alternatives. She said we can be open to opportunities to achieve the goals to add housing for consideration as they present themselves.

Mayor Wengert asked Councilmember Derwin whether we should be doing more to support HIP's shared-housing program. Councilmember Derwin responded that there's a lot of potential in Portola Valley for this program to expand, especially among older residents who live in large homes, so more in the way of making sure people know about it would make sense. Mayor Wengert said it could be an immediate win, because there are no barriers.

Mayor Wengert said this, too, is something to consider once we get some traction and see some progress toward what we've set out to achieve in the draft Housing Element.

Council confirmed the guidance Ms. Pedro said she would take to the Planning Commission – to follow up on the Second Unit program amendments outlined in the Housing Element, and also to come back with ideas on more robust marketing of the HIP Home-Sharing program.

#### COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

##### (8) Reports from Commission and Committee Liaisons [9:01 p.m.]

Councilmember Hughes

##### (a) Cable and Utilities Undergrounding Committee

Meeting on September 8, 2014, members discussed completion of the undergrounding project on Alpine Road and whether to undertake an effort to raise money to replace Rule 20A funds from PG&E. They decided against changing the Committee's charter at this time, and are still looking for a new member to fill a vacancy.

(b) Connect 14

Councilmember Hughes reported attending today's Connect14 – Strengthening Communities through Technology social media conference at Facebook headquarters with Vice Mayor Aalfs. When Ms. Prince noted that there can be issues about “serial meetings” that would violate the Brown Act, he said they didn't get into legal issues at all; what they were trying to do is help people in local governments in San Mateo County use social media more effectively as a communication tool to better engage with citizens and get information to and from them about issues. The event, the second annual Connect14 hosted by Assemblymember Kevin Mullin and San Mateo County Supervisor Warren Slocum, focused on using technology to strengthen communities and increase public involvement in government.

Mayor Wengert pointed out that using social media would enable reaching and involving more people, particularly the younger generation. Ms. Prince said Facebook has established a government-entity framework of sorts, and some communities have Facebook platforms. Among the issues to consider, she said, are First Amendment rights, the extent of control over content beyond Facebook's requirements, and staff support.

With a focus on creating a sense of community rather than engaging in policy issues and discussions, Councilmember Hughes said that harnessing something like Instagram might have produced a fabulous photo album of everything that was special to Town residents about the 50th Anniversary celebration. He reported that LinkedIn is building on its job-search features to enable users to also publicize and search for volunteer jobs, which might be useful in recruiting to fill vacancies on Town committees and commissions and seeking volunteers to help with various projects. We might even use LinkedIn to find a volunteer social media expert.

Councilmember Hughes also reported on the 2+2 Program in San Carlos, whereby two members of the San Carlos City Council and two members of the San Carlos Elementary School District Board meet every other month to discuss issues. He suggested that Portola Valley might consider that as a model for improving communications between the Town and the Portola Valley School District.

Vice Mayor Aalfs added that a Hillsborough Girl Scout troop worked with the Hillsborough Neighborhood Network adviser as well as representatives of the Police and Fire Department to produce a series of 12 brief videos on earthquake safety preparedness to post one per month on the city's website.

Mayor Wengert asked whether it would be worth exploring development of some social media protocols. Mr. Pegueros said with this year's budget providing for someone to help in the communications arena, we already have a consultant working on a document-management project, including converting more paper records to electronic documents and to make them more easily accessible. The consultant also has been tasked to come up with recommendations for a turnkey system that would minimize staff support needed to manage and use Twitter and other social media. That could even lead to a Social Media Committee, he said.

Councilmember Derwin

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

Ironically, bad traffic made Councilmember Derwin late for the C/CAG meeting on September 11, 2014, when new Active Transportation Coordinator Ellen Barton was



introduced and provided a report on traffic congestion. Ms. Barton suggested it's time to start focusing on cutting back on leisure, shopping and trips that aren't essential. Councilmember Derwin pointed out that shifting the meeting time back to 7:00 p.m. from 6:00 p.m. would be a place to start. She said Menlo Park's representative talked about the city offering bicycle skills classes for adults; Councilmember Derwin said we've been doing that.

Also on the agenda were discussions on:

- *The stormwater initiative program* and efforts to get enabling legislation on the November 2014 ballot

A Mullins bill (AB2170), which would clarify that parties to a Joint Powers Agreement (JPA) may exercise any power common to the contracting parties, including the authority to levy a fee or tax, is on the Governor's desk until September 30, 2014. Councilmember Derwin said that if the Governor does nothing, this bill becomes law.

Mullins' AB 418, which would authorize C/CAG to impose a special tax or property-related fee to implement stormwater management programs consistent with the JPA of C/CAG's member agencies, remains in the Senate, Councilmember Derwin said.

- *Cap and trade fund*

Most cap and trade revenue is earmarked for disadvantaged communities, as determined by the statewide California Communities Environmental Health screen tool (CalEnviroScreen), which scores each census tract on the basis of 19 criteria. According to Councilmember Derwin, since only two San Mateo County communities (South San Francisco and East Palo Alto) rate as disadvantaged using this tool, the tool may not be fairly applied. She said the Metropolitan Transportation Commission (MTC) is working on a draft comment letter of protest to point out that the tool seems to favor rural over urban areas, and doesn't take into account such factors as the cost of living.

- *Rain barrel rebates*

With only one "nay" vote, C/CAG authorized a pilot program to put \$25,000 toward a countywide rain barrel rebate from the Bay Area Water Supply & Conservation Agency (BAWSCA).

Councilmember Derwin will be unable to attend C/CAG's October 9, 2014 meeting; Vice Mayor Aalfs offered to go in her stead.

(d) Bicycle, Pedestrian & Traffic Safety Committee

At their meeting on September 17, 2014 BP&TS Committee members:

- Listened to a resident's complaints about no crossing guard at the Priory during lunch periods; according to member Kari Rust, it wasn't an isolated complaint, and the Committee wants to put together a policy that addresses all the dangerous crosswalks in Town

- Heard San Mateo County Sheriff's Department Lieutenant Tim Reid talk about the new law that requires drivers to keep a three-foot distance from bicycles when passing them on the road

Councilmember Derwin asked what happens if the bicyclist is riding in the roadway. Lt. Reed said both rider and driver may be cited.

Members also discussed:

- Parking controls at Windy Hill, where the problem has been limited with fewer cars coming because it's been so hot
- San Mateo County's traffic studies on the Alpine Road/Interstate 280 interchange
- Traffic calming

Mr. Pegueros said a BP&TS subcommittee has a meeting scheduled with staff on September 30, 2014, to discuss a proposed traffic calming policy. Although he said the situation at Corte Madera School appears to have resolved itself, problems may recur once the rain returns. He said the traffic-calming policy might also address the question of dangerous crosswalks, but when it comes to signage, it may be a complex issue to address inasmuch as ASCC, scenic corridor and Caltrans standards all play roles.

As he told the Council at the September 10, 2014 meeting, Mr. Young reviewed the downsides of trying to do all the shoulder-widening work on Portola and Alpine Roads over the period of one year. One member asked whether the work would be promoted as a traffic-calming measure as well as improvements for bicyclists, because it will make driving lanes narrower.

(e) Nature and Science Committee

Councilmember Derwin said George Comstock called her, concerned that Flight Night will fizzle for lack of an organizer to pick up where he left off. When she had a conversation with Steve Dunne about it, he told her that he came up empty in his outreach efforts to find a replacement for Mr. Comstock. Among Councilmembers' suggestions were to look for a leader outside Portola Valley and ask Mr. Comstock if he has any recommendations.

Vice Mayor Aalfs

(f) License Plate Readers

As reported at the September 10, 2014 Council meeting, Councilmember Hughes, Ms. Prince and Mr. Pegueros met with representatives of various law enforcement agencies to discuss license plate readers (LPRs) on August 22, 2014. Joining the Portola Valley contingent to discuss the LPRs at a September 22, 2014 meeting, Councilmember Hughes reported concerns about privacy issues, but the four agreed to wait and see how the program plays out. An LPR presentation is scheduled as an item for the October 22, 2014 Council meeting.

Menlo Park has a policy on readers and retains data for about 90 days, according to Ms. Pedro, who previously worked for the City of Menlo Park. Retention depends on

storage capacity, she noted, explaining that the one-year period the Sheriff's Department suggests isn't a legal requirement.

Mayor Wengert

(n) 50th Anniversary Party

Mayor Wengert thanked everyone for a fabulous event on September 21, 2014.

WRITTEN COMMUNICATIONS [9:43 p.m.]

(9) Town Council September 12, 2014 Weekly Digest

(a) #3 – Agenda (Cancellation) – Planning Commission – Wednesday, September 17, 2014

Councilmember Hughes commented about three consecutive cancelled meetings. The Portola Road Corridor Plan draft is on the agenda for its meeting on October 1, 2014.

(b) #6 – San Mateo County Mosquito and Vector Control District Report – July/August 2014

Mr. Pegueros reported that Steve Hedlund, Public Works Committee member and current Town representative for the San Mateo County Mosquito and Vector Control District, would like to step down and suggested consideration of fellow Committee members John Skadden and Joe Fil, or Rita Williams as his replacement. Mr. Pegueros explained that Mr. Hedlund area is public works, and the meetings focus on finances.

(10) Town Council September 19, 2014 Weekly Digest

(a) #6 – Memo from Sustainability & Special Projects Manager re: Update on Water Conservation Efforts at Town Facilities

Mayor Wengert remarked on the impressive efforts to reduce the Town's water use. Our September 2014 billing from CalWater revealed a 27.55% drop in water consumption at Town facilities from the July billing, Sustainability and Special Projects Manager Brandi de Garmeaux reported. Comparing data from September 2013 to September 2014 showed a decrease of 26.02% for the year, both figures well beyond the 20% reduction requested by Governor and CalWater.

Brandi de Garmeaux also provided Councilmembers with an *Almanac* article regarding the monthly irrigation-efficiency reports Cal Water receives from WaterFluence.

(b) #10 – Invitation for Town Representatives to attend the Silicon Valley Bike Summit on September 30

Mayor Wengert said she'd be unable to attend this year's Silicon Valley Bike Summit, scheduled for September 30, 2014 in Palo Alto. Hosted by the Silicon Valley Bicycle Coalition and Stanford Health Care, the event will include panel discussions on innovations in bicycle infrastructure as well as bicycle-friendly businesses and developments. Featured speakers are Mark Fenton and Mia Kohout.

A vocal advocate for non-motorized transportation and frequent consultant on bicycle and pedestrian community plans, Mr. Fenton is a recognized authority on public health issues and the need for community, environmental, and public-policy initiatives to encourage more walking, bicycling, and transit use, an adjunct associate professor at Tufts University's Friedman School of Nutrition Science and Policy, a former host of the PBS

television's "America's Walking" series, and author of numerous books including the best-selling *Complete Guide to Walking for Health, Weight Loss, and Fitness*.

Mia Kohout is the CEO and Editor-in-Chief of Momentum Mag, an independent media company that celebrates the growing transportation cycling movement in North America, with an emphasis on women and families. She also founded Bike to Work Week in Metro Vancouver in 2007. The inaugural event drew more than 1,000 new cyclists – more than 50% of them women.

ADJOURNMENT [9:45 p.m.]

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Mayor

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Town Clerk