

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 887, OCTOBER 8, 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, Craig Hughes and John Richards; Vice Mayor Jeff Aalfs; Mayor Ann Wengert

Absent:

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

ORAL COMMUNICATIONS

Judith Murphy, Portola Green Circle, said the Ad-Hoc Water Conservation Task Force's first program, Drought Action Day, is on tap for October 18, 2014, with Council-approved logo flyers publicizing the event. Cosponsored by the Town of Woodside and Acterra, Drought Action Day will feature a Water Conservation Champ contest based on household water use.

- (1) Presentation: Senator Jerry Hill presenting a Proclamation to the Town in Honor of its 50th Anniversary [7:35 p.m.]

Senator Hill said he was sorry Assemblymember Rich Gordon was unable to join him tonight in recognizing the 50 years of Portola Valley. As they evolve and change, many communities lose their vision and original appeal over that period of time, he said, but Portola Valley's leaders have done an extraordinary job of protecting this resource, maintaining the Town's character, charm and beauty and the quality of life it expresses.

- (2) Presentation: Paula Stinson, Development and Communications Director of Housing Endowment and Regional Trust (HEART) with the Homeowner Downpayment Assistance Loan Program

Mayor Wengert announced that this item has postponed to a future meeting.

CONSENT AGENDA [7:38 p.m.]

- (3) Approval of Minutes: Regular Town Council Meeting of September 10, 2014 [Removed from Consent Agenda]
- (4) Approval of Minutes: Regular Town Council Meeting of September 24, 2014 [Removed from Consent Agenda]
- (5) Ratification of Warrant List: October 8, 2014 in the amount of \$199,995.01 [Removed from Consent Agenda]
- (6) Recommendation by the Conservation Committee: Proposed revision to Committee Charter

Councilmember Derwin moved to approve Item 6 on the Consent Agenda. Seconded by Councilmember Hughes, the motion carried 5-0.

- (3) Approval of Minutes: Regular Town Council Meeting of September 10, 2014

Councilmember Hughes moved to approve the minutes of the September 10, 2014 meeting, as amended. Seconded by Councilmember Derwin, the motion carried 5-0.

(4) Approval of Minutes: Regular Town Council Meeting of September 24, 2014

Councilmember Hughes moved to approve the minutes of the September 24, 2014 meeting, as amended. Seconded by Councilmember Derwin, the motion carried 4-0-1 (Richards abstained).

(5) Ratification of Warrant List: October 8, 2014 in the amount of \$199,995.01

In response to Councilmember Hughes, Mr. Pegueros said he'd seek clarification of certain issues before releasing payment to the Town's new internet service provider.

By motion of Councilmember Hughes, seconded by Councilmember Derwin, the Council approved warrant list of October 8, 2014, as adjusted, with the following roll call vote:

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

No: None.

REGULAR AGENDA

(7) Recommendation by Town Attorney: Introduce an Ordinance Amending Chapter 15.16, Fire Protection District [7:44 p.m.]

- a) First reading of title, waive further reading, and introduce an ordinance of the Town Council of the Town of Portola Valley Chapter 15.16 [Fire Protection District] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code (Ordinance No. __)

Ms. Prince said Municipal Code Chapter 15.16 was enacted originally in 1965, and since then, the Woodside Fire Protection District (WFPD) adopted several ordinances strengthening fire safety standards (in 2002, 2007, 2010 and 2013). In 2002, the Town adopted the WFPD ordinance by amending the Municipal Code; on the occasions when the Town did not ratify WFPD ordinances, those ordinances did not take effect in Portola Valley.

Ms. Prince also pointed out that the state does not mandate any particular means of ratifying such ordinances. It may be done via resolution rather than the more cumbersome process of municipal code amendment, she said. To that end, she prepared a resolution to amend the Municipal Code to establish resolutions as the procedure for ratifying WFPD ordinances. If the Council approves updating Chapter 15.16, she said staff anticipates bringing forward a resolution to ratify Ordinance No. 10, which WFPD adopted in January 2014.

Mayor Wengert said this seems to be a logical and consistent step to take.

Councilmember Derwin moved to read title, waive further reading, and introduce an ordinance of the Town Council of the Town of Portola Valley Chapter 15.16 [Fire Protection District] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code. Seconded by Councilmember Hughes, the motion carried 5-0.

The second reading is scheduled for the October 22, 2014 Council meeting.

(8) Discussion and Council Direction: Staff Recommended Hazardous Tree and Shrub Removal Policy [7:47 p.m.]

Mr. Pegueros said Town staff is recommending Council action to clarify of Town policy with respect to removal of hazardous trees and shrubs on Town-owned lands and in the Town right-of-way (ROW). It does not include private property.

The proposal includes reaffirmation of the Council's direction to Town staff, that if staff determines a tree presents a threat to life, property or the environment, the tree should be removed without delay. At this time, he explained, when such situations come to the Town's attention, the Public Works Director confirms whether a hazard is present and if appropriate, brings in an independent arborist for a second opinion and consult the Conservation Committee Chair to ensure that the arborist's report is complete. The most recent occurrence was earlier this year, and involved the removal of eucalyptus trees on the Spring Down frontage on Portola Road.

At times, the WFPD identifies particular trees that present an increased risk of fueling a wildfire. Staff has discussed such situations at the end of the last two fiscal years, Mr. Pegueros said, and was caught between conflicting views of the Conservation Committee, the Trails and Paths Committee and the Fire Marshal in trying to determine whether to remove potentially hazardous trees if funds are available in the Public Works budget.

Due to the timing of these decisions and the dependence on available funds, Mr. Pegueros added, it would be unlikely to remove more than one or two trees at the same time. He emphasized that Town staff is keenly aware of the complexity of the issue and the competing interests and needs, with a concern for safety on one hand and the unique contribution that walking through a eucalyptus stand adds to the trail experience.

He noted the presence of Mr. Young, Fire Marshal Denise Enea and members of the Conservation and Trails and Paths Committee in the audience.

Councilmember Richards asked whether any particular areas aside from Spring Down that need to be addressed have been identified. Mr. Young said the eight eucalyptus trees in front of Alpine Hills Swim and Tennis Club are problematic, and the club has even requested their removal. He said there are also issues with a stand on Grove Drive and across the street from Spring Down. He said that as recently as this week, he and Ms. Enea have gone around Town to identify the stands that could be removed. In the past, Mr. Young added, the Town has removed single trees in hazardous areas near power lines at the rate of one or two per year.

In response to Mayor Wengert, Mr. Pegueros confirmed that the trees at Alpine Hills are all in the Town ROW. Mr. Young added that some trees on private property that are near power lines are among those identified as hazardous.

Councilmember Derwin asked how it would be decided which trees to remove. Mr. Young said factors entering the decision would be a combination of the cost and availability of funds plus the degree and imminence of the threat. He said most of the wood from downed trees is chipped and disposed of; due to the oil in the wood, the chips are very large and don't make good mulch because they don't decompose. Further, the possible presence of nails and such makes trees from urban environments poor candidates for milling.

In response to Vice Mayor Aalfs, Mr. Young confirmed that the number of trees taken out in any particular year would be limited by the amount of money available and the cost of removing each tree. He said it costs about \$2,000 to remove a tree 18 inches in diameter and 100 feet tall. If it's five feet in diameter, the cost would be in the \$8,000 neighborhood.

Councilmember Hughes asked whether the Town has a program for actively monitoring the health of those eucalyptus stands. Mr. Young said we monitor all ROWs and rate all of our trees.

Mr. Pegueros asked whether the Council would approve taking out all of the eucalyptus at Alpine Hills at once if Alpine Hills is willing to share in the cost under those circumstances.

Councilmember Richards asked whether cleanup and pruning versus tree removal is a possibility. Mr. Young said it might be possible with six of the trees in front of Alpine Hills, but it wouldn't alleviate the problem because these trees grow and drop both branches and huge limbs very quickly. He said the money spent trimming all eight of the trees might best be concentrated on removing one or two.

Mayor Wengert asked about trees other than eucalyptus, such as pine trees, that might be targeted for removal. Mr. Pegueros said committee members could speak to that issue. Judith Murphy, Conservation Committee Chair, indicated that a biologist on the Committee suggested removal based not on the species but rather the tree's location, what it contributes to the environment, whether it enhances the trail's ambience, etc.

Marianne Plunder, Kiowa Court, said she couldn't remember a single pine tree that would be on the Town's ROW.

Mr. Young said that the drought has caused a couple of pine trees to die already, and an acacia along the ROW also died suddenly. Mayor Wengert noted that removing dead trees also takes money, so to the extent that the drought kills any more trees on Town property, cutting them down will reduce the amount available to remove hazardous trees.

Ms. Murphy said the practice of checking with the Conservation Committee has been pretty pro forma. She doesn't want the Committee left out of the loop, and its members are able to respond very quickly. It doesn't happen often, she noted, but when the need to remove a tree is urgent, the tree needs to come out no matter how much the Conservation Committee may love it.

According to Ms. Murphy, the situation is more difficult when it comes to trees on Ms. Enea's list or those that should be removed because it's better to be safe than sorry. She said if we agree that this category exists, the key players (Conservation Committee, Trails and Paths Committee, Mr. Young, etc.) could make a priority list and establish a three- to five-year cycle to address tree removal in an organized, logical way. She also pointed out that eucalyptus trunks are producing thousands of sprouts that would be cheap and easy to remove within the next few months, but much more expensive if they're allowed to continue growing. She also noted that eucalyptus chips are great for weed control.

Phil Reilly, Applewood Lane, a member of the Trails and Paths Committee, said he sees two distinct issues to discuss – the Town's general policy and the specific matter of the Spring Down trees. He said the Committee conducted an extensive review of each issue and submitted two separate memoranda to Town staff. The memo covering the general policy question was included with the agenda packet for tonight's meeting; at Mr. Reilly's request, the memo concerning Spring Down has also been put in the record. Explaining the Trails and Paths Committee's objections to wholesale removal of the eucalyptus there, Mr. Reilly stressed the importance of looking at their specific situations. Among the negatives associated with wholesale removal, he enumerated:

- Trails impact – loss of shade, screening and the diversity of the trail experience
- Expense – with money that could be better spent on other projects
- Greater use of herbicides – needed to stop the stumps from sprouting new growth, but in places that are heavily traveled by humans, dogs, and horses
- Loss of habitat – for many mammals, birds and insects that live in and around eucalyptus

- Removal of a significant carbon sink – a mature eucalyptus sequesters as much carbon in a year as a single medium-size tree does over its lifetime, Mr. Reilly stated, and unless any trees that are planted in their place grow as large as mature eucalyptus, the carbon sequestration lost will never be replaced; in fact, he said, depending on disposal, the carbon they sequester may be released back into the environment

Although not native to California, Mr. Reilly said eucalyptus trees are integral to and an historic part of the landscape, and their removal would irrevocably and substantially change the environment.

He said two arguments made against eucalyptus are limb drop and fire risk. To better understand these topics, Trails and Paths Committee members undertook extensive research. They found many unsubstantiated claims, so they confined their report to trustworthy, verifiable, comprehensive data to help make data-driven decisions possible. Among its citations, Mr. Reilly mentioned the California Tree Failure Database from the University of California. Its May 1, 2014 report indicated that Blue Gum Eucalyptus accounted for 301 of the many thousands of tree failure reports collected – less than half the Coast Live Oak failures (635) and substantially less than Monterey Pine and Monterey Cypress failures (535 and 463, respectively). Mr. Reilly said Larry Costello, co-founder of the California Tree Failure Database program, emphasized that eucalyptus trees aren't inherently dangerous when he addressed a 2011 Palo Alto City Council meeting. Mr. Costello said, "The fact that they're eucalyptus isn't the important part. Look at the specific characteristics of each individual tree. Structurally they're different. One can have a high potential for failure while another right next to it could be low. You have to look at each tree as an individual."

Mr. Reilly said the Trails and Paths Committee identified a number of other respected authorities with diverse views and approaches to share with the Town Council. They also reviewed official reports, one from the City of Oakland and the other from FEMA, following the Oakland Hills Fire in 1991. According to Mr. Reilly, the FEMA report indicated that contribution of eucalyptus to the fuel load resulted from excessive dead branches and leaf litter built up due to the previous hard-freeze winter – which is not the case with the eucalyptus at Spring Down, Mr. Reilly pointed out. He said the City of Oakland report expressly stated, "Do not target particular species such as Blue Gum Eucalyptus and Monterey Pine for eradication . . ." but rather include them as part of an overall fire management program.

Mr. Reilly also noted that the East Bay Regional Parks District's recently adopted Wildfire Hazard Reduction and Resource Management Plan calls for management – not removal – of eucalyptus. Management would include clearing out leaf litter and trimming lower branches as needed to minimize the potential for an understory fire to reach the eucalyptus crowns.

In summary, Mr. Reilly said the Trails and Paths Committee urges the Town Council to approve the general plan outlined, with input from multiple parties, including affected stakeholders when there is no imminent danger and the tree is healthy. If the parties cannot reach consensus, he said a designated Councilmember or two could make the decision.

Susan Gold, Pineridge Way, chairs the Trails and Paths Committee. In terms of maintaining, she cited an article from the June 27, 2014 edition of the *Palo Alto Weekly*. It referenced the Midpeninsula FireSafe Council, which came about a part of an agreement between Palo Alto and the Santa Clara County FireSafe Council. The councils were initiated by Cal Fire to reduce fire hazards through education and with citizen help. She quoted a caption from the article: "Mark Nadim, head of the Midpeninsula Chapter of the California FireSafe Council, stands beside the oak and eucalyptus trees that fire crews helped trim as part of the fire abatement program near Fire Station A in Foothills Park." She said that this speaks to the fact that trimming and maintaining eucalyptus trees can and is done in some demographics.

Ms. Gold also noted that she asked a senior resource management specialist at the Midpeninsula Regional Open Space District (MROSD) about its policy toward eucalyptus, who told her MROSD considers each ecosystem where the trees are located. If they have the funds and the ecosystem is relatively undisturbed and has a chance of restoration at some point, they remove the eucalyptus, but

they tend to leave the trees in areas that are already disturbed – such as Picchetti Winery. Ms. Gold said the MROSD representative cited studies, but it's not really necessary to review biological studies to tell us that owls nest in eucalyptus, which are also important to hawks as well as probable pollinators, honeybees and wood rats. Whatever we do, Ms. Gold said, we need to be careful not to disturb the wood rats, a species of concern to the California Department of Fish and Game.

Ms. Gold agreed that public safety trumps everything, but in some instances, the eucalyptus question calls for a more cautious and deliberative approach that includes evaluation of a particular site rather than assigning a whole list of shrubs and trees to an elimination list. Otherwise, she cautioned, we'd be changing Portola Valley's landscape and environment forever. She said it's awfully hopeful to think natives will rush in and fill the empty spaces that eucalyptus removal would create.

Ms. Plunder pointed out an area where she said several relatively big oak trees have a good chance of becoming significant oaks, but eucalyptus is crowding them out.

Cindie White, Portola Road, said as owners of Jelich Ranch she and her husband have a stake in the eucalyptus on the Spring Down Farm frontage. She said she sees all sides of the issue. She loves trees, respects the elders who were here before us, and doesn't understand eradication of non-natives, she said, noting that not too far back, our own ancestors were non-natives. Ms. White said she aligns with the Trails and Paths Committee's stance, and she liked what Mr. Reilly had to say, that it would be so much more in the spirit of Portola Valley to reach consensus and strike a balance among all sides.

A former Trails and Paths Committee member, Judith Hasko, Applewood Lane, said when she left the Committee, she'd understood that the thoughtful approach to the treatment of heavily traveled trails and the benefit of the Town's typical approach of discussion- and consensus-driven decisions would have carried on. Thus, she said she's struck by what an independent reader would interpret in black-and-white terms – the eucalyptus are out of here, and she doesn't understand why a black-and-white policy is needed, even if the intent is not to carry it out immediately. Even if it takes more time, she said letting the various stakeholders work it out would result in a better, more accepted result in the community.

Ms. Enea said her priority is fire prevention, and in her experience, when problems occur, nine times out of 10 they seem to involve pine or eucalyptus trees. She said she doesn't know whether the Conservation Committee is aware of how much time she and Mr. Young spend on scouting potential trouble spots. She said she doesn't look at the species of trees but rather their condition. The drought has taken a toll on pines, she said, and they're seeing a lot of failures in eucalyptus, because in Portola Valley and surrounding communities, many of them are past their life expectancy. If the trees' death is predictable, she said we know more limbs and the tree itself will fall, and it doesn't take an arborist to see that those trees are failing, even if they aren't diseased. When power lines are involved, she added, the fire teams can't begin their initial attack until PG&E de-energizes the live wires. It took 45 minutes in the case of the July 24, 2014 fire on Cañada Road at Godetia Drive. Further, she said it was stunning that the occupants of the car that the 60,000-volt power line hit made it out alive.

Mr. Pegueros asked Ms. Enea whether she's referring also to the trees at Spring Down. She said yes, they are beginning to die. As a point of interest, she added that as a result of cap and trade legislation, California is issuing grants targeting greenhouse gas (GHG) and removing eucalyptus and other vegetation because the eucalyptus is so likely to take out power lines and fuel fires that increase GHG.

In response to Councilmember Derwin, Ms. Enea said the eucalyptus at Spring Down pose a problem. She said that it's apparent that some of these trees have been significantly cut before, and they do grow back, but their structure is weakened. Mayor Wengert asked Ms. Enea whether she has a priority list based on her reviews of Portola Valley's trees with Mr. Young. Ms. Enea said her list is not complete, but it includes those near power lines. She said second-growth branches on some of the Grove Drive eucalyptus trees lean precariously over PG&E lines, the trees at Alpine Hills are definitely aged and some pines are definitely hazardous.

Councilmember Hughes said that looking at the specific policy proposal in Mr. Pegueros' staff report of October 8, 2014, there seems to be no controversy about the initial part, which would authorize Town staff "to abate hazardous trees and shrubs on Town-owned lands and Town right-of-way (ROW) if the tree poses an imminent threat to public safety." Therefore, he said the question to focus on concerns longer-term threats, including fire risk and reasonable likelihood of limbs or trees falling on power lines or block roads.

While he understood Ms. Gold's points about the animal habitat eucalyptus provides, he said he was particularly struck by some of the significant points made by Philippe S. Cohen, Executive Director of the Jasper Ridge Biological Preserve. According to Dr. Cohen, "eucalyptus groves are considered . . . generally depauperate as a habitat type. . . ." (i.e., hosting a limited species of birds). In other words, he said, they're not that great a habitat.

Thus, Councilmember Hughes said that removal of eucalyptus and other large trees that present longer-term hazards is something we should do over the long term. He said it makes sense to create a target list of priorities to start with, and following it up by monitoring and discussing reprioritization annually with the various stakeholders.

Mayor Wengert added that because part of the issue is that there's already a difference of opinion, the approach he outlined may take many months. Councilmember Hughes said he'd favor a process over a finite period of time, and although consensus would be desirable, it would not be necessary. He said after the Conservation Committee and Trails and Paths Committees each held separate meetings to consider the list, after which the matter goes to either Mr. Young or the Council for a decision to be made on a case-by-case basis.

Councilmember Richards said the problem always will be coming to agreement about what's hazardous and what isn't. He also pointed out that arborists' qualifications vary, and it would be good to have a couple of independent arborists who could be called upon to weigh in when there's a question.

Mayor Wengert called the Council's attention to situation involving the old Heritage Oak tree at Ford Field, which she said makes her doubtful about the realistic prospects of that type of process. Councilmember Hughes said that we didn't actually have a process at that time.

In response to a question from Vice Mayor Aalfs, Councilmember Hughes said the list of trees would be those to consider and reevaluate over a period of up to five years. He said there's a difference between identifying a tree that is dying and in danger of falling versus one that's really tall and might fall.

Vice Mayor Aalfs said that there would be no question to him about removing a really tall tree that might fall on a power line. Mayor Wengert said those that the Fire Marshal is most concerned about would be in that category, and the Fire Marshal's list is risk-oriented, with the most hazardous at the top. She noted that the ranking is fluid due largely to the effect of the drought on pine trees.

In response to Councilmember Derwin, Councilmember Hughes said the trees in question would be those addressed by the second part of Mr. Pegueros' recommendation: "Threats also include trees and shrubs identified by the fire marshal as presenting an increased risk of fueling a wildfire."

Mr. Pegueros noted that the second part of the recommendation also includes, "Threats include total tree failure or failure of significant limbs in close proximity to areas that are accessed by the public including roadways, paths, and power lines." Councilmember Hughes said the central distinction concerns "imminent" versus "not quite so imminent." Councilmember Derwin said that, too, is open to interpretation. She would consider any tall tree over a power line an imminent threat and it should come down. She said it is unacceptable for a tree to fall down, take out a power line, start a wildfire or go down on a car and incinerate its passengers. If that happens, she said, it's on us, and it's the most important thing we're talking about tonight – saving lives in Town. It's not about the romance of trees; it's about preserving safety, she said.

Vice Mayor Aalfs said we're clear about the trees that pose the biggest threats in terms of their location and their condition, and at some point, we have to rely on staff's judgment. The question seems to be whether we continue to rely on that or develop more of a process around it.

Mayor Wengert said that as she reads it, the policy Mr. Pegueros outlined reaffirms what the Town has been doing, and some parties favor a secondary look at some of these trees that takes into account their impact on the visual corridor. She said she likes Ms. Murphy's suggestion of the priority list of trees to be removed, which would include pine, eucalyptus and potentially other species, but she is concerned about hindering the ability to remove hazardous trees in a timely manner because the problem is only getting worse. She said she lives on Grove Drive, and she knows that if certain trees there fall, they would hit her house, but personal considerations aside, she agreed with Councilmember Derwin that safety trumps all other considerations. She said we can debate eucalyptus on and on, but she's concerned that we listen to those who are in the field and have on-the-ground experience, particularly Ms. Enea, and following her priority list would be the most logical course of action to follow.

Mr. Pegueros said he'd suppose there are more hazardous trees than we can conceivably deal with over any particular period of time, but once we've identified a tree as a hazard, we have an obligation to take care of it. Based on Council input tonight, staff could bring a short list of specific trees back to Council to recommend removal of those particular trees as funds are available, and make that an annual practice. One of the challenges with the Ford Field tree issue, he said, was that the Town had legitimate recommendations to remove it because it could fail and potentially take lives; ultimately, staff is trying to guard against any more situations like that, he said.

The Ford Field situation involved a Heritage Oak, Mayor Wengert said, and we haven't yet run into them on the list we're contemplating. We went through a drawn-out, robust process regarding that tree, and she hopes that doesn't happen again either, for any single tree anywhere.

The Council asked staff to bring a revised Policy and Register of Priority Tree Removal to the meeting scheduled for October 22, 2014.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(9) Reports from Commission and Committee Liaisons [9:06 p.m.]

Councilmember Richards

(a) Emergency Preparedness Committee

Meeting on September 11, 2014, the EPC discussed CERPP training classes, which filled up in only two days, the portable EOC at the Priory, which needs attention, CERPP liability issues that have yet to be resolved, medications for EOC and whether the Town should have any involvement at all in providing medications, so efforts to put a stash of medications somewhere has been put on hold. Mr. Pegueros said ultimately that's a question of risk tolerance, and initially the EPC was upset at receiving that guidance from our consultant. The Fire Department would recommend not dispensing medication, although there a shelf of products such as aspirin and ibuprofen could be available for residents to help themselves.

(b) San Mateo County Emergency Services Council

Meeting on September 18, 2014, the County Emergency Services Council discussed:

- Revisions to the Joint Powers Agreement (JPA); Ms. Prince said some of the terms are still being finessed

- A proposal to create and staff a new Fire Battalion Chief; some grant funding apparently is available
- Helping residents and farmers in planning for and digging new wells around Pescadero, along the coast and in the canyons, because many of their wells are drying up; Councilmember Richards asked whether they're working with anyone on measures to avoid overdrawing these wells, saltwater intrusion, collapse into the aquifer and other problems.
- Lockdown drills in the schools and a presentation from the Coalition for Safe Schools and Communities on its Immediate Action Response program, with emphasis on The Big Five:
 - Drop, cover and hold on: For protection from flying and falling debris during an earthquake or explosion
 - Evacuation: When conditions outside or off-site are safer than inside or on-site
 - Lockdown/barricade: During immediate threats of danger when any movement will put students and staff in jeopardy; once implemented, no one is allowed to enter or exit rooms for any reason unless directed by law enforcement
 - Secure campus: For potential threats of danger in the surrounding community; with all classroom/office doors closed and locked and all students and staff remaining inside until otherwise directed
 - Shelter in place: To isolate students and staff from the outdoor environment and provide greater protection from external airborne contaminants or wildlife by closing windows and air vents and shutting down air conditioning/heating systems

Councilmember Derwin

(c) SFO Airport/Community Roundtable

Standing in as Mayor Wengert's alternate on the SFO Airport/Community Roundtable, Councilmember Derwin attended the group's October 1, 2014 meeting. After a contentious oral communications period, the first item on the regular agenda involved a request by the City of Palo Alto for full Roundtable membership. Councilmember Derwin said that Elizabeth Lewis (Atherton City Council) and Dave Burow (Woodside Town Council) argued aggressively and impressively to grant Palo Alto's request. Ultimately, the Roundtable voted to turn down Roundtable membership for Palo Alto; casting dissenting votes were Portola Valley (Derwin), Atherton (Lewis), Woodside (Burow) and Burlingame (Councilmember Ricardo Ortiz). Mayor Wengert said she was the only one on the subcommittee that had been formed to address the issue who felt that way.

When Councilmember Hughes asked the rationale for turning down Palo Alto's request, Councilmember Derwin said, "They didn't want to dilute their effectiveness." However, she said, adding Palo Alto would have meant more money for the Roundtable, more work for staff, and more cities to strengthen the group. Mayor Wengert agreed, adding, that the Roundtable needs more people, more voices, more mass.

Those objecting to Palo Alto's membership in the SFO Roundtable said Palo Alto should be part of the Association of Bay Area Government (ABAG) Regional Airport Planning Committee (RAPC), and Santa Clara County should organize its own roundtable. Councilmember Derwin said another group, called NOISE – for National Organization to Insure a Sound Controlled Environment – was mentioned. The SFO Roundtable pays a \$5,000 membership fee to be part of NOISE, and when someone asked what NOISE is, Cindy Gibbs, Roundtable Aviation Technical Consultant, responded that NOISE is a legislative group focusing on noise issues that affect residents. Redwood City Councilmember Roseanne Faust checked the website and commented that it hasn't been updated for three years.

Councilmember Derwin suggested that we talk about spinning off with Palo Alto, Woodside and Atherton. Mayor Wengert said that logically, there should be a South Bay group that also includes Los Altos Hills.

In other action, Airport Director John Martin reported that SFO completed its runway work ahead of schedule, and that old 747s are being replaced with newer, more efficient and quieter aircraft. Although arrivals are apparently doing well, Councilmember Derwin said that according to Tina Nguyen, Co-Chair of the Ad Hoc Citizens Committee on Airplane Noise Abatement for the South Bay, vector traffic has been bad.

Roundtable members also discussed:

- The SFO Fly Quiet Report for the second quarter of 2014; Bert Ganoung, Manager of the Aircraft Noise Abatement Office, indicated improved trends in fleet noise quality, nighttime preferential runway use, shoreline departures, over-the-bay arrivals and higher-flying departures
- Correspondence with the Federal Aviation Administration related to findings in the Northern California Optimization of Airspace and Procedures in the Metroplex (OAPM) report and the OAPM Environmental Assessment (EA)
- The Roundtable's 2014-2015 Work Program; side from visiting the Northern California Terminal Radar Approach Control (NorCal TRACON) facility and attending the UC Davis Noise Symposium, Councilmember Derwin commented that she isn't clear about what work Roundtable members actually do
- The inability to lower the airplane noise threshold to 55 db without Republican support, which is unlikely

(d) Library JPA Governing Board

The Donor Fund Subcommittee held its first meeting on October 6, 2014. As Councilmember Derwin explained, issues concerning the oversight and use of this revenue have been raised over the past several years.

Only Atherton, Woodside and Portola Valley receive property taxes attributed to parcels located within their boundaries that exceed the cost to operate their libraries, resulting in the set-aside of donor funds. Atherton has accumulated approximately \$10 million in donor funds, Councilmember Derwin said, Woodside Library \$3 million and Portola Valley Library \$500,000. As for the use of these funds, she said the donor fund allocation for 2014-2015 for Atherton's library maintenance was \$54,000, while Woodside spent \$143,000, and Portola Valley is at \$33,000.

Councilmember Derwin said it's difficult to sit at a table with the "haves" and "have nots" trying to maintain a free library system throughout the County.

(e) Bicycle, Pedestrian and Traffic Safety (BP&TS) Committee

A new member of the BP&TS Committee, Deirdre McQuillan, attended today's meeting, during which:

- San Mateo County Sheriff's Department Lieutenant Tim Reid indicated that 30 speeding citations were issued in August 2014 and there were two crashes; there were 16 speeding violations in September 2014
- Member Kari Rust asked about accidents on Los Trancos Road; Lt. Reid said he doesn't think it's an issue
- Mr. Young reported no recent parking problems at Windy Hill, so the Committee has tabled that discussion for the time being; member Angela Hey said she thinks the arrows on the signs are confusing
- Recruiting for new members continues; one member is having a hard time making it to meetings, so there was some discussion about changing the meeting time

Also:

- San Mateo County has taken informal counts of activity at the Alpine Road/I-280 interchange and is going out for an RFP for a traffic study
- The redesign at Alpine and Arastradero Roads is in process
- Chair Ed Holland and Ms. Hey were thanked for directing traffic at the 50th Anniversary celebration
- The situation around Corte Madera and Alpine Roads seems to have resolved itself, at least for the time being
- There was a Bike to Work/School Day today and there will be another one tomorrow; more children seem to be walking and biking to school
- A Bike Roadeo is scheduled
- Kids seem to be walking down on the Safe Routes to School path rather than the other side, over to the Roberts area, and get picked up there, which is alleviating a lot of congestion

The Committee discussed the traffic calming document; which they're trying to trim and simplify to cover only neighborhood streets rather than the arterials (Alpine and Portola Roads). Mr. Pegueros will draft a brief policy document for the Council's consideration.

Mr. Pegueros reported that the Committee is reviewing items that either aren't on the current priority list or were previously identified but with no follow-up action. He said it's important that the Committee appreciate the burden its projects could place on Public Works, so he suggested, as the *Commission and Advisory Committee Policies &*

Procedures Handbook advises, to follow the procedure outlined. Accordingly, the Committee would make a recommendation via the Town Manager and the Mayor, who ultimately would decide whether to put it on a Town Council agenda for consideration.

(f) Nature and Science Committee

The problem of no organizer for Flight Night to succeed Nature and Science Committee member Steve Dunne appears headed for resolution. Councilmember Derwin reported that initial organizer George Comstock and his Mr. Dunne, who succeeded him in that capacity in 2012, met recently with Michael Bray, a former member of both the Trails and Paths Committee and the Cultural Arts Committee, and Mr. Bray seems interested in taking on the job.

Councilmember Hughes

(f) Planning Commission

At its October 1, 2014 meeting, the Planning Commission:

- Heard, discussed and approved a request for minor modification to the Town's Ground Movement Map for a Golden Oak Drive residence
- Reviewed an updated draft of the Portola Road Corridor Plan and made minor changes to the language; after one more review by the Planning Commission, Councilmember Hughes said the document should be ready to come to the Council

Deputy Town Planner Karen Kristiansson reported that initial comments were relatively minor on the draft Housing Element submitted to the California Department of Housing and Community Development (HCD).

(g) Nature and Science Committee

In preparation for the Committee meeting scheduled for October 9, 2014, Councilmember Hughes said he reviewed the Commission and Advisory Committee Policies & Procedures Handbook, and did not interpret what he saw as that Treena Diehl would automatically be ineligible for Committee membership as a result moving out of Town following her retirement from the Portola Valley School District in June 2014, provided she has a history of involvement in the Town.

Vice Mayor Aalfs – None to report

Mayor Wengert

(h) Council of Cities

The September 26, 2014 Council of Cities dinner meeting at Puerto 27 in Pacifica heard a presentation regarding the many mental health services are available to first responders in San Mateo County. A panel consisting of Pacifica Mayor Mary Ann Nihart (also Council of Cities Chair), Pacifica Police Chief Jim Tasa and San Mateo County Behavioral Health and Recovery Services Director Stephen Kaplan discussed Citizens with Mental Health Needs: Building Collaboration between Cities and San Mateo County Behavioral Health and Recovery Services. Mayor Wengert said that Mr. Kaplan was quite impressive, and that both he and Chief Tasa spoke about cases that prompted an uptick in coordinating services, including hotlines and task forces. She said one of the topics

they discussed was giving a mental health option to 9-1-1 callers. All told, she said the meeting was a good one, and well-attended.

(i) Parks and Recreation Committee

The Parks and Recreation Committee met on October 6, 2014, devoting the first half of the meeting to the skateboard park, the good reception it's received in the community, and the fact that there have been no issues with basketball or tennis activities or anything else on the sports courts. They're talking about phase two, a half-pipe project – whether to replace or augment the quarter-pipe they're still discussing.

In addition, the Committee:

- Discussed the softball safety net
- Approved the appointment of new member, Chris Bouman
- Discussed problems with the soccer field

Mr. Young said that despite the bare spots, the field is level and playable, and there have been no injuries. Birds are attacking the top layer of grass; the grubs came last month because the Town avoided using pesticides during the Compost T pilot to allow the necessary microbes to grow. The grubs made the problem noticeable, he said.

He emphasized that because the problem is with the very top layer, it will be easy to repair, and the bottom line is that we can restore the field. The process will begin early in November 2014. They'll bring in a contractor, as they do every year, to aerate, top-dress, generously re-seed, water it in and cover it with turf blankets for two months to retain moisture and warmth until the seed germinates.

Plans for fertilizing and grub control have not been finalized, Mr. Young said. Longer term, they'll also have to figure out what to do if the drought persists and the mandated 20% reduction in water use continues.

Mr. Young also described the pilot Compost T program that began about 14 months ago. The drought makes it impossible to make a fair assessment of the program, he said, and it makes sense to suspend it until normal rainfall resumes.

He expressed confidence in the Town's groundspeople, consultant and contractors.

Chair Simone LaValle indicated her disappointment that other Committee members did not help with the 50th Anniversary celebration.

(j) Ad-Hoc Water Conservation Task Force

The Ad-Hoc Water Conservation Task Force discussed logistics for the upcoming Portola Valley/Woodside Drought Action Day, scheduled for October 18, 2014. In addition to gifts for the first 100 local families, a chance to win a 60-gallon rainwater harvesting barrel donated by Urban Farmer, a while-supplies-last compost giveaway courtesy of Greenwaste, prizes will be awarded – based on reduced water usage calculated from water bills and lot size – to Household Water Conservation Champs and Outdoor Use Water Conservation Champs.

Drought Action Day also will feature presentations on:

- Soil Health Can Help You Through the Drought, with Lyngso Materials Owner Terry Lyngso sharing her insights about how to improve soil productivity
- Greywater Pragmatics by Urban Farmer Store Owner Tom Bressen
- Rainwater Harvesting Pragmatics by Blue Barrel Rainwater Catchment Systems Owner Jesse Frohlich
- Landscaping with Drought-Tolerant Native Plants, with suggestions for plant groupings that minimize watering needs from Indig Design Founder Peigi Duvall
- Smart Irrigation/Smart Controllers by The Village Gardener Founder Frank Niccoli, who's also an instructor at Foothill and Merritt Colleges
- Landscape Design in the Drought by Sustainable Landscape Designs Founder Sherry Osaka

In addition, Drought Action Day includes demonstrations on various irrigation materials choices and hydrozoning, and an interactive watershed model and tinker lab along with an array of other child-friendly activities ranging from creek exploration to making sun prints and leaf rubbings, from hunting for insects to examining microscopic pond life, and an assortment of vendors and exhibitors. Portola Valley Ranch Land Manager Miriam Sachs Martin, Co-Founder of McGehee and Martin Landscaping, is leading a Plant Your Own Native Container Garden workshop; she'll provide planting mix and plants donated by Acterra for attendees who bring their own pots.

Other exhibitors and vendors participating in Drought Action Day lineup include the Conservation Committee and Nature and Science Committee, as well as the Woodside Fire Protection District, CalWater, Tuolumne River Trust, Bushman Rain Harvesting Systems, Delta Bluegrass, Ladera Garden Center, Wright Landscaping (Seth Wright, sustainable landscape construction), OnPoint Ecosystem and Yerba Buena Nursery

WRITTEN COMMUNICATIONS [10:02 p.m.]

(10) Town Council September 26, 2014 Weekly Digest

- (a) #8-2 – Memo from Town Manager, Nick Pegueros re: Weekly Update – Friday, September 26, 2014

Councilmember Hughes asked about using LinkedIn to recruit volunteers. Mr. Pegueros said the Town's LinkedIn company profile is currently active if you search for Town of Portola Valley, and the process of identifying an appropriate volunteer opportunity is underway, clarified that the trial planned to post volunteer opportunities on LinkedIn has not yet begun but will in the near future.

(11) Town Council October 3, 2014 Weekly Digest

- (a) #13-2 – Memo from Town Manager, Nick Pegueros re: Weekly Update – Friday, October 3, 2014

This item advised that the Planning Department has set up a kiosk in the Town Hall lobby at which residents may access the Town's digitized planning and building records dating back to the 1960s. In addition to the planning and building records on the kiosk, Mr. Pegueros clarified that Administration Records, including minutes of Town Council and Planning Commission meetings, resolutions and ordinances, are also available.

ADJOURN TO CLOSED SESSION [10:05 p.m.]

(12) Conference with Labor Negotiator

Government Code Section 54957.6
Agency Designated Representative: Nick Pegueros, Town Manager
Unrepresented Employees: Town Staff

REPORT OUT OF CLOSED SESSION

None to report.

ADJOURNMENT [10:30 p.m.]

Mayor

Town Clerk