

**PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 931, JUNE 8, 2016**

**CALL TO ORDER AND ROLL CALL**

Mayor Derwin called the Town Council's Regular meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Ms. Hanlon called the roll.

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

Absent: None

Others: Jeremy Dennis, Town Manager  
Leigh Prince, Town Attorney  
Debbie Pedro, Planning Director  
Howard Young, Public Works Director  
Susan Cope, Administrative Services Manager  
Brandi de Garmeaux, Sustainability and Special Projects Manager  
Sharon Hanlon, Town Clerk

**ORAL COMMUNICATIONS** – None

**CONSENT AGENDA** [*time*]

(1) Approval of Warrant List: June 8, 2016, in the amount of \$325,217.94.

Councilmember Richards moved to approve Item 1. Seconded by Councilmember Aalfs, the motion carried 5-0, by a roll call vote.

**REGULAR AGENDA** [*7:01 p.m.*]

**STAFF REPORTS AND RECOMMENDATIONS**

(2) Recommendation by Sustainability and Special Projects Manager – Presentation and Consideration of Adoption of Resolutions Authorizing Participation in the California HERO Program and the California Statewide Communities Development Authority's (CSCDA) Open PACE Program; and the Approval of the Association of Bay Area Governments (ABAG) Regional Collaborative Services Agreement (RCSA) with Residential Property Assessed Clean Energy (PACE) Providers

(a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Consenting to the Inclusion of Properties within the Town in the California HERO Program and Approving the Amendment to a Certain Joint Powers Agreement Related Thereto (Resolution No. 2694-2016)

(b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Consenting to the Inclusion of Properties in the CSCDA Open PACE Programs and Other Matters Related Thereto (Resolution No. 2695-2016)

(c) Authorize the Town Manager to approve and sign the acknowledgement addendums of the Association of Bay Area Governments (ABAG) Regional Collaborative Services Agreement (RCSA) with Residential PACE Providers (RPPs) for the purpose of ensuring consistent application of consumer protection and data provision policies, and supporting existing ratepayer funded energy efficiency programs and related matters.

Sustainability and Special Projects Manager Brandi de Garmeaux presented the staff report for the Council's consideration of two Property-Assessed Clean Energy (PACE) programs – the California HERO Program and the California Statewide Communities Development Authorities (CSCDA) Open PACE Program. She also presented the Regional Collaborative Services Agreement (RCSA) developed by ABAG that provides some additive benefits with PACE providers.

Ms. Oriana Estevez introduced herself as the Community Development Manager of the California HERO Program. She said Leah Rowell is the representative who has been working with Portola Valley's Sustainability and Special Projects Manager and the Town Attorney throughout the process. Ms. Estevez presented a PowerPoint presentation describing PACE, a method of financing costs of energy efficiency, water conservation, and renewable energy improvements to properties, which is repaid via a special voluntary property tax assessment.

Mayor Derwin called for questions from the Council.

Councilmember Wengert asked if HERO was a private company. Ms. Estevez said the parent company is Renovate America and the HERO program is their product. She said the JPA is Western Riverside Council of Governments (WRCOG). She said HERO is a private/public partnership, privately funded.

Councilmember Wengert asked where the subordination would appear on a title report as a lien against property. Ms. Estevez said it is not an automatic subordinated assessment and the subordination process is not done until an applicant is in the process of refinancing or selling. She said it's a simple request application that the sellers would sign and then be processed by HERO. She said HERO would then be forfeiting their rights to the first lien placed. Ms. Estevez said HERO would subordinate to most everything but could not say with certainty that they would be last to all assessments that could show up for each individual property owner.

Councilmember Wengert asked regarding existing leased solar programs, which are liens against properties that precede this program. Bob Johnson of PACE said the solar leases are third-party ownership types of structures for the tax standpoint. He said they are dependent on FICO scores and personal credit obligations, and are not liens against the property. He said the PACE structure is embedded at the property level and not the individual creditor.

Councilmember Wengert asked regarding the judicial validation. Ms. Estevez said the HERO program files a quarterly judicial validation process where they report all the cities that have adopted the resolution and file it through the court to ensure that the program is legitimate and nothing will change. She said it is part of the background process that their JPA (WRCOG) performs to ensure, through the core process, the validity of the program. She said CSCDA is completely different. She said there is a waiting period and then a launch.

Councilmember Wengert asked the Town Attorney regarding the Town's liability exposure as an associate member in this JPA. Town Attorney Leigh Prince said as an associate member there are no voting rights and the Town isn't responsible for any financing. She said it is only a mechanism to make it available for members of the community. Ms. Prince said she was concerned about the neutral indemnity position, which she discussed with Leah Rowell of HERO, who has been very responsive. She said HERO has a separate indemnity and insurance agreement that they are willing to enter into that specifically covers the Town entirely. Councilmember Wengert said she was trying to understand the impact of a public/private partnership such as this. She said she was unclear if these were similar competing proposals or side-by-side proposals, and the differences between them.

Ms. Estevez said multiple programs are proposed to communities to provide options and competition, which drives the interest rates down. She said they all know each other and work together frequently. She said HERO has developed a PACE Consumer Protection Policy document with CSCDA, but they are two different entities.

Councilmember Richards asked if there have been requests for this type of funding mechanism in Town. Ms. de Garneau said there have not, but they have heard concerns from homeowners who are hesitant to do water and energy upgrades because they don't know how long they'll live in their homes. She said this can potentially alleviate that concern.

Councilmember Richards said consumer protection is important and a big concern, because this is a prime example of something that could be taken advantage of by swindlers, particularly for elderly folks in Town who may be more susceptible. Ms. Estevez said the HERO program has additional consumer protection built into their "Elder Protections," which applies to anyone 64 and older, such as multiple phone calls by representatives making sure the applicants fully understand, offering to talk to family members, etc.

Councilmember Wengert asked how interest rates are initially set and how they are reset. Ms. Estevez said it's a fixed interest rate for 5, 10, 15, or 20 years based on the financing term chosen. She said today, the 5-year term is approximately 6.75 percent and the 20-year term is 8.35 percent. She said the payment that is added to the property taxes will be the same throughout the term of financing and does not fluctuate.

Councilmember Aalfs asked if the interest rate was calculated based on an index. Ms. Estevez said there is an administrative fee and a one-time \$95 recording fee built in. She said the interest rate is not based on an index. She said the interest rates she quoted are for HERO and it is different for different programs and providers, which drives the competition to have lower rates.

Vice Mayor Hughes asked if the financing was deductible since it was floating through property taxes. Ms. Estevez said they advise clients to talk to tax consultants, but said the interest is typically tax deductible. She said the calculator used by the contractors provides more detailed information based on an individual homeowner's tax bracket on a case-by-case scenario.

Councilmember Wengert asked why a homeowner would not just use a home equity line of credit, a second mortgage, or increase their first mortgage at the time they purchase the property. Ms. Estevez said the main reason is the qualifications for PACE are not based on credit scores and the financing does not affect a person's debt-to-income ratio. She said many customers feel more comfortable because of the contractor consumer protections in place. She said she always advises potential customers to do their due diligence because PACE may not be appropriate for everyone.

Vice Mayor Hughes asked what the burden would be on the Town staff to get through the launch and beyond. Ms. Estevez said there is zero staff time because the community development managers are there to support the Town. She said a lot of communities have Climate Action Plans and other goals they are trying to meet, and that's when communities become more involved. She said they will have an informational kick-off meeting prior to the launch and there will be a HERO portal available to check statistics without ever having to call HERO. She said some cities call her once a week and some have launched and she's never heard from them again. She said it is meant to be a turnkey program.

Mayor Derwin asked how many cities in San Mateo County have these programs. Ms. Estevez said there are 14 cities and the unincorporated area; 13 have launched and Colma is the only one that will be part of the judicial validation process.

Mayor Derwin asked how a resident goes about using this service. Ms. Estevez said residents can access their website or call a HERO hotline available seven days a week with extended hours. She said 80 percent of customers are introduced to PACE by a contractor.

Councilmember Wengert asked staff how they decided upon these two providers – PACE and CSCDA – since there are a number of alternatives available in the market. Ms. de Garneau said she will be bringing more providers to the Council. She said, Fig Tree, for example, focuses on nonprofits and small

businesses. She said this is the Town's first sweep. They were approached by HERO and, as part of staff's process, they found CSCDA's program. She said the idea is to open up the competitive market with more providers, starting with these two.

Councilmember Wengert asked if staff considered the risk profile. She said as a resident, and not as a Councilperson, she would want to understand that her Town had vetted the companies they are introducing and understand their financial capabilities, wherewithal, advantages, disadvantages, etc., as opposed to opening it up to all that are coming in a relatively new arena. Ms. de Garneau said CSCDA and HERO have consumer protections in place and are recommending signing onto ABAG's regional services agreement for additional protection. She said the companies she would bring forward to Council would be under ABAG's agreement. Town Manager Dennis said these programs have been around for a while and Portola Valley is not the first to join. He said staff feels comfortable knowing that their neighbors and literally hundreds of communities in California have already joined. He said through staff's own vetting process, they haven't seen anything of concern.

With no further comments or questions, Ms. de Garneau introduced Bob Giles, CEO and Founder of PACE Funding Group. He said they are a full-service PACE Program manager, a private company with private financing, providing another consumer financing option for these various types of energy-efficient or renewable energy-related projects, as well as water conservation. He said they are slightly different in that they work through CSCDA, which has been around for decades offering varieties of financing programs to their 515 city and county members. He said CSCDA works through WRCOG. He said their process is shorter in that they did a statewide judicial validation requiring only the passage of an opt-in resolution with no delay in coming to market. He said there are only four programs that offer residential PACE and the underwriting criteria and eligibility product lists are remarkable similar. He said they all vet their contractors as an important part of their obligation to the municipal agencies. He said they have an automated quoting tool for the contractors who are able to quickly fill out an application and get an underwriting decision back. He said they also provide financing documents that can be signed online.

Mr. Giles offered to skip his PowerPoint presentation, which he said provided information very similar to HERO's presentation, and instead show a video clip on how the programs are vetted. He said the video clip is for Open PACE. He said they've all been vetted by CSCDA.

The Council agreed to skip the PowerPoint presentation or go directly to questions.

Councilmember Richards asked what happens if someone signs up for a 20-year program and changes their mind 10 years down the road. Mr. Giles said the assessments can be prepaid at any time with no prepayment penalty.

Councilmember Wengert asked what pace of adoption they would expect in Portola Valley since most of their residents would not need to finance their improvements. Ms. de Garneau said 16 percent of the households in Portola Valley have solar already. She said they've had a difficult time recruiting participation in energy efficiency upgrades other than solar because they were more expensive and less flashy. She said they are hoping that a program like this would make those options more attractive. She said she could not estimate how many residents would participate. She pointed out the selection of upgrades covered is vast and covers more than energy efficiency. Mayor Derwin said five or six years ago when they were considering this, it was difficult garnering interest because it was infrastructure and not visible. She said this option to more easily finance the work and the tie with the property may be a way to encourage people to install the upgrades.

Mr. Giles said PACE users are mostly middle income families and it has really taken hold in the Valley, Riverside, San Bernardino, etc. He said he is sure there are people in Portola Valley who would appreciate having this option available. Ms. de Garneau said there have been 65,000 projects throughout California and 70 homes improved with 164 improvements in San Mateo County. She said the 13 cities in San Mateo County have been live for about a year.

Mr. Giles said the companies have also been vetted by ABAG.

Ms. de Garmeaux said in addition to the two PACE programs, ABAG has developed a Regional Cooperative Services Agreement which helps ensure the PACE best management practices apply to residential PACE providers active within the Town. She said the Regional Collaborative Services Agreement (RCSA) is additive to other resolutions and/or agreements with other PACE providers and provides assurances that all PACE programs implemented here will adhere to the high program standards, provide relevant data for local program performance checking, and minimizing risk for community members. She said the Town Council would authorize the Town Manager to sign a participating entity and acknowledgement form with any PACE provider operating in Portola Valley that has already signed the Regional Collaborative Services Agreement with ABAG. She said staff plans to continue to develop the competitive marketplace afforded by allowing the HERO program and the CSCDA Open PACE programs to operate in Portola Valley and will likely bring forward additional PACE programs for the Council to review as they become available. She said they plan to bring those programs forward that have signed the RCSA with ABAG.

Ms. de Garmeaux concluded her presentation.

Mayor Derwin asked what happened if ABAG dissolves. Ms. de Garmeaux said if ABAG merge with MTC, then the Town has assurances that the agreements will move forward with whatever the organization looks like in the future.

Councilmember Wengert said she has concerns about how well the complexities will be understood by the average homebuyer. Ms. Estevez said the initial step will be training the contractors so that they are all registered and trained, with access to the contractor portal, which walks the contractor and the homeowner through the process. She said all the documents have been simplified to be straightforward and easier to understand. She said, for example, the one-page financing summary explains the product being installed, the financing term, and the exact amount that will be added to the yearly property tax bill.

Councilmember Wengert asked if the consumer would also be provided with the outstanding balance of the loan. Ms. Estevez said the consumer could call the hotline to get that information. Mr. Giles said the financing statement that is generated spells out all of the loan details, principal, interest, and balance.

Councilmember Wengert expressed concern that the older residents may not be comfortable with the portals. Ms. Estevez said the Elder Protections provide multiple verification calls every step of the way and the dispute resolution team provides 100 percent resolution, although he noted that is rarely needed. She said they are in the process of launching a 100 percent call verification process so that every project will get a phone call for verification. Mr. Giles said homeowners over 64 years of age must be asked a list of questions to confirm that they understand the process.

Vice Mayor Hughes asked if the consumers were provided with a balance statement or is it just a line on the property tax statement. Ms. Estevez said the consumer could call the HERO hotline anytime to get that information. She said the long version of the contract details out each year's balance, but they do not mail out a regular balance statement.

Mayor Derwin brought the topic back to the Council for comments, questions, and discussion.

Councilmember Wengert asked the Town Attorney if she saw any issues related to the Town's role. Town Attorney Leigh Prince said she was surprised to see a mutual indemnity provision, given that the action taken tonight was just to open the door for homeowners to have the opportunity to take advantage of these programs. She said she would recommend adding the indemnity agreement to Resolution 1, which she has reviewed and is comfortable with.

Councilmember Aalfs said he is a fan of these types of programs and has been following it for a while. He said the program has been very successful here in California. He said Connecticut has a very robust program and other states are also adopting it. He said it works more in middle-income and lower-income communities, has also worked for commercial, and has helped get a lot of projects approved and completed. He said he does not know how much it will be implemented in Portola Valley. He said Peninsula Clean Energy (PCE) is looking for tools like this and he is interested in pushing PACE as far as possible for PCE because they would like to continue lowering electricity use and carbon footprints.

Councilmember Richards said he had some misgivings upfront and his expectation is that there will not be a lot of people in Portola Valley taking advantage of the program. He said the hope that additional or larger sustainable projects may be done as a result of this is why he would support it. He said he is particularly leery about disreputable contractors, so he is supportive of the robust response to the consumer protection issues, particularly with the elderly.

Vice Mayor Hughes is supportive of the recommendation. He said it is really just offering residents another option to improve the energy efficiency of their homes, reduce water usage, etc. He said he is supportive of the consumer protections in place and the flexibility of the different options and multiple providers to shop.

Mayor Derwin said she has also been following this for a long time and is supportive of the recommendation.

Councilmember Wengert said the best part of the recommendation is providing an opportunity that hasn't been fully made available before. She said she is supportive of the consumer safeguards. She said she has concerns about any product that is based on the value of an asset and has a material impact on it. She said her concern is ensuring that the homeowner clearly understands the impact on their asset should they use the program. She said she is supportive of the recommendation.

Councilmember Aalfs said he has discussed the programs with other cities and they are supportive and say it has been well received by their residents and the elected officials.

Councilmember Aalfs moved to approve Item 2(a), the Adoption of a Resolution of the Town Council of the Town of Portola Valley Consenting to the Inclusion of Properties within the Town in the California HERO Program and Approving the Amendment to a Certain Joint Powers Agreement Related Thereto subject to the extended indemnity agreement. Seconded by Vice Mayor Hughes; the motion carried 5-0.

Councilmember Aalfs moved to approve Item 2(b), the Adoption of a Resolution of the Town Council of the Town of Portola Valley Consenting to the Inclusion of Properties in the CSCDA Open PACE Programs and Other Matters Related Thereto. Seconded by Vice Mayor Hughes; the motion carried 5-0.

Councilmember Aalfs moved to approve Item 2(c), to Authorize the Town Manager to approve and sign the acknowledgement addendums of the Association of Bay Area Governments (ABAG) Regional Collaborative Services Agreement (RCSA) with Residential PACE Providers (RPPs) for the purpose of ensuring consistent application of consumer protection and data provision policies, and supporting existing ratepayer funded energy efficiency programs and related matters. Seconded by Vice Mayor Hughes; the motion carried 5-0.

(3) Presentation by Town Manager – Review Proposed 2016/2017 Fiscal Year Budget and Set Public Hearing

Town Manager Jeremy Dennis presented the Town of Portola Valley Proposed Budget Fiscal Year 2016-2017. He said the Senior Staff was present and available for any questions or comments. He acknowledged this year's impressive accomplishments under the impressive interim leadership of Debbie

Pedro, and said it was a testament to the hard work of a staff that was under-filled. He presented a slide show highlighting and explaining any significant changes in the budget.

Councilmember Aalfs asked if the property tax forecast was based on forecasted sales prices and tax bases on new owners. Town Manager Dennis said it was based on that among many other things, including large macro trends seen in the economy.

Administrative Services Manager Susan Cope explained Measure M and Prop 42 Funds.

Councilmember Wengert said that the increase on the Town Planning Charges seems to indicate that adding the individual to the staff was because there was a significantly increased demand or that the Town wasn't meeting the basic needs for this current year. Planning Director Pedro said the numbers speak to the allocation of the funds. In the last fiscal year, the Town has used a part time contract planner and those planning charges are pass-through billings. Next year, with the in house planner, the planning charges would go to a different fund account. Town Manager Jeremy Dennis said it was an accounting number, switching from different sources.

Councilmember Wengert said if the allocations haven't changed in terms of the Town's percentage of the pooled funds, what would drive 26 and 39 percent decreases? Ms. Cope said she has been calling the Assessor and Controller, but has been unable to get a clear explanation. She said it has been decreased for everyone. Town Manager Dennis said they have been wholly unsatisfied with the lack of any explanations they've received but will continue trying. Mayor Derwin suggested Town Manager Dennis have a conversation with Warren Slocum, President of the Board of Supervisors.

Mayor Derwin asked regarding the recreation software. Ms. Cope said this software will handle all the classes, events, and fields, as well as accept electronic payments. She said the goal is to automate the entire function, which is currently very manual and paper oriented. She said they have looked at four companies and are doing their due diligence.

Upon completion of Town Manager Dennis's presentation, Mayor Derwin invited questions and comments from the Town Council.

Councilmember Richards asked if joining Peninsula Clean Energy affected the PG&E franchise fee. Town Manager Dennis said it has been discussed and it is not believed it will have any effect at all, but it will be monitored.

Councilmember Wengert asked if some portion of the Ford Field capital improvements was Little League contributed and if that money was being held in Fund 5. Public Works Director Howard Young said some leftover money was being held for Little League for future improvements.

Town Manager Dennis said the budget will show multiple revenue sources related to multiple expenditure sources on multiple pages and it will be challenging being able to trace it out and is a source of frustration. He said one of their commitments in the coming year, working through a subcommittee of the Finance Committee, is to create a document that does not require cross-referencing to multiple pages of the report.

Councilmember Wengert noted the proposed budgets for the Committee and Commissions had declined. Town Manager Dennis said this coming fiscal year is an opportunity for him and the staff to view the budget and expenditures through a different set of eyes. He said for the most part all committee budget requests were honored.

Councilmember Richards asked for some clarification regarding the different accounts listed in the Annual Street Resurfacing line items in the Capital Improvements Programs section. Public Works Director Howard Young said the resurfacing programs come from four different accounts – Measure M, Measure

A, General Fund, etc. Councilmember Richards asked why there was such a large difference between adopted, projected, and proposed figures in Account 05-68-4538. Public Works Director Young said the amounts are based on the funds received, which changes every year. He said staff determines a need, determines how much money will be available from the funds, and makes up the difference with General Fund dollars. Town Manager Dennis said this goes back to the PCI=80 commitment which has been in place for some time. He said staff would welcome a discussion with the Council regarding if they should continue to make that commitment.

Councilmember Wengert said the budgets should be easier to read, with more of a balance sheet and income statement approach, making them easier to follow. Town Manager Dennis said that is the intent and the challenge will be reconstructing past budgets so there is some sort of relationship with a newly formatted budget.

Town Manager Dennis said they anticipate that the projected figures may change a little bit here and there as they get closer to June 30, and he will make the Council aware of any significant changes.

Councilmember Wengert suggested the dollar increases or decreases as described in the budget cover memo should also be represented as percentages. Town Manager Dennis agreed.

Councilmember Wengert said that the concentrated shift of county sales and use tax to county pools and distribution centers is less of an issue for Portola Valley. Town Manager Dennis said there are certain commodities that people are purchasing more online and will change the way people look at the corner store.

Councilmember Wengert said she would favor leaving the expanded commentary regarding the state of the Town (yearly accomplishments, Council priorities, etc.) separate from the budget.

Town Manager Dennis said any opportunity the Town can make to link its accomplishments and the year's goals to the budget is important. He would suggest they look at ways to maintain that linkage because there should be a relationship between what the Town plans to accomplish in the coming year and the numbers to fund that. Councilmember Wengert agreed the linkage is important, but said the report went from the budget numbers, then to accomplishments and staffing, then back to the budget numbers. Town Manager Dennis said there were other models they can explore.

Mayor Derwin acknowledged Town Manager Dennis and Administrative Services Manager Cope for their extraordinary work.

(4) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS [9:05 p.m.]

Councilmember Aalfs – Attended a PCE Board Meeting. He said the Town's adoption of the 100 percent renewable energy has been well received. In response to Mayor Derwin's question, Councilmember Aalfs said no other cities have come in at 100 percent. He said the Board continues to finalize their finance and power energy purchasing contracts. He said rate setting will occur on June 23.

Councilmember Wengert – Attended the Santa Cruz Kickoff Select Committee Meeting attended by 650 people. She said there will be another meeting next Wednesday, which she cannot attend, and encouraged Councilmembers who are interested to attend. She attended an Airport Roundtable Meeting which has seen improved changes in departure flights and continues to work on the more difficult and complicated subject of South Bay arrivals. She said the Select Committee and the Roundtable are moving in parallel paths with both groups responding to the FAA on a timely basis. She attended the Finance Committee Meeting with Vice Mayor Hughes, where they discussed a potential subcommittee to help redesign next year's financial reports. They also discussed the UUT. Councilmember Wengert, Town Manager Dennis, and residents Tina Nguyen and Vic Schacter met to discuss the ongoing FAA noise issues and responses to the FAA's report.



Councilmember Richards – None to report.

Vice Mayor Hughes – Attended the Finance Committee Meeting with Councilmember Wengert and Town Manager Dennis. He attended the Bicycle, Pedestrian & Traffic Safety Committee Meeting. He said he talked to Public Works Director Young, who would be sending an email to the contractor regarding repairing the temporary patching done by Cal Water that is starting to deteriorate in spots. He said they discussed possible permanent signage for the Windy Hill parking lot, tree trimming at the Los Trancos and Alpine Road intersection, and traffic alleviation at the intersection at Alpine and Arastradero Roads. He attended a CERPP Operations Committee Meeting that is working to standardize procedures and create a resource guide for CERPP division leaders.

Mayor Derwin – Attended a Jobs/Housing Gap Task Force Meeting where they discussed community outreach and engagement strategies and saw a presentation on the logo. She said they broke into groups and discussed target audiences, included activities, promotion, etc. She said they are doing an accessory dwelling study that analyzes cities in unincorporated San Mateo County to find zoning gaps that prohibited certain types of accessory dwelling units. Town Manager Dennis reviewed the report and found it to be not very relevant to Portola Valley. She attended the May Council of Cities dinner meeting in Half Moon Bay and heard from speaker Jon Haveman from Marin Economic Consulting who spoke about inequality, poverty, and the middle class in the Bay Area. She attended a meeting in Sacramento with C/CAG to lobby for transportation funds but it did not look promising. She said they also lobbied for the storm water issue which is expected to be a \$37 million deficit in San Mateo County.

(5) Town Manager Report – Town Manager Dennis reported that the June 4th Town Picnic was a great success. He said the Parks and Recreation Chair thanked the Town staff for their assistance this year. He said the ASCC and Town Center Master Plan tables did not have as much traffic as they had hoped, but were able to engage with some residents on their issues of note. He shared the flyer that was passed out regarding the Town Center Master Plan online engagement tool. He has scheduled a meeting with the Girl Scouts regarding a proposed lemonade stand at Town Center. He said the entire staff has attended CPR training. Planning Director Pedro attended one of the public meetings regarding Stanford's General Use Permit and will report back to Council at its June 22nd meeting. Town Manager Dennis said that upon the conclusion of staff's outreach to committees they have identified 15 to 20 residents to contact who may be able to volunteer for EOC coverage, including three Commissioners. He said Arly Cassidy has accepted the Town's offer and will fill the new Planner position. He said Ms. Cassidy was previously the Assistant Planner in the City of Emeryville. Town Manager Dennis said he will attend the FAA meeting being held in Redwood City on June 15. He met with a HIP Housing representative to discuss their home shares program and discussed how the Town might be more proactive in connecting them with people in Town.

**WRITTEN COMMUNICATIONS** [9:33 p.m.]

(6) Town Council Digest – May 27, 2016

(7) Town Council Digest – June 3, 2016

**ADJOURNMENT** [9:35 p.m.]

Mayor Derwin adjourned the meeting.

---

Mayor

---

Town Clerk