

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 934, AUGUST 10, 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
Debbie Pedro, Planning Director
Howard Young, Public Works Director
Brandi de Garneau, Sustainability & Special Projects Manager
Leigh Prince, Town Attorney
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS – None

- (1) Presentation: San Mateo County Office of Environmental Health on the Ongoing Groundwater Assessment of the San Mateo Plain.

Town Manager Dennis introduced Heather Forshey, the Director of San Mateo County Environmental Health Services, and her associate, Charles Ice.

Mr. Ice led a presentation describing their project, a baseline groundwater assessment of the San Mateo Plain groundwater basin. He showed a map of the San Mateo Plain, one of hundreds of groundwater basins, aka aquifers, designated by the State of California. He said the areas just outside the designated basin are equally important, which includes the vast majority of Portola Valley. He said San Mateo County is studying the basin because of several groundwater issues due to the severe drought, including drywells, land and ground subsidence, and salt water intrusion. He said in the future, San Mateo County could be subject to the Sustainable Groundwater Management Act signed in 2014, and that the County is taking the proactive step of beginning to look at the groundwater basin from an assessment standpoint on behalf of all of the County's partnership agencies.

Mr. Ice said Environmental Health Services, in conjunction with the Office of Sustainability, developed a plan, sent out requests for proposals, and received several bids. The Board of Supervisors approved a contract in April 2016 with Erler and Kalinowski, Inc., Todd Groundwater, and HydroFocus as their consultants. He said the project, funded with money from Measure A, began in April 2016 and is scheduled to conclude no later than April 2018.

Mr. Ice said the three main objectives of the assessment are to conduct the baseline assessment to determine the current condition and usage of the basin; evaluate the baseline information and determine the data gaps; and then examine the current condition and use of the basin. Mr. Ice said the data gathering and data gap assessment is an area where there is an opportunity for partnerships to occur with the County and with entities such as Portola Valley. He said that, for example, when the Town is working on a capital improvement project, they could piggyback on it and possibly pay for the additional collection of more information. He said there is dedicated funding for this and they will greatly appreciate the opportunity to work together.

Mr. Ice said the holistic assessment will position the entire region for funding activities. He said it is more financial advantageous to work together from a regional perspective, particularly when it comes to competitive grants.

Mr. Ice said the consultant has been tasked with examining the various options available for sustainable management such as water conservation, water banking, recycled water use, recharge, indirect potable reuse, etc. He said the consultant is not being asked to make a recommendation. Mr. Ice said the goal is to bring all of this information together and provide it to policymakers and stakeholders so they can begin to have an informed discussion regarding groundwater in the San Mateo Plain.

Mr. Ice said they have reached out to all of the land use wastewater agencies, describing their project, and listening to feedback. He said the Town staff has been extremely supportive and useful. He invited everyone to their workshops, the next one scheduled for September 7. He said at that workshop they will be displaying the initial preliminary results from the phase one data gathering project – the water budget, the site conceptual model, and a threats assessment.

Mayor Derwin called for questions from the Council.

Councilmember Richards asked why San Mateo County is so far behind the rest of the region in this endeavor. Mr. Ice said Santa Clara County and Alameda County were started as special act districts by the voters. He said Santa Clara County has had declining water levels for decades that has manifested itself in terms of land subsidence, particularly in Alviso, which spurred the local residents into action.

Councilmember Aalfs asked if the West Side Basin and Santa Clara have water banking programs. Mr. Ice said Santa Clara has several projects including recharge, getting water from the State Water Project, and water banking. Councilmember Aalfs asked if it has been determined yet whether or not water banking is feasible for San Mateo County. Mr. Ice could not confirm that at this point. He said this basin is actually a sub-basin of the much larger basin so they have similar materials. He said the preliminary assessment will look at what is feasible here in order to sustainably manage the basin.

Councilmember Wengert asked what would trigger Portola Valley becoming subject to the Sustainable Groundwater Act. Mr. Ice said the San Mateo Plain and West Side Basin are not subject to the act because they have not been categorized as either high or medium priority basins. They are both categorized as very low because they barely fall under a minimum threshold to be scored. He said, however, that the next time they categorize, considering factors such as population, growth, use, San Mateo will be scored as medium priority. He said they are trying to be proactive with this project. He said at the end of the two-year study, all of the decision-makers, policymakers, and stakeholders will have the information to hold informed discussions before a deadline approaches.

Mayor Derwin called for questions from the Conservation Committee and Water Committee.

Loverine Taylor, Water Conservation Committee, asked where the data comes from regarding the San Mateo County Basin as it currently exists – how large it is, how full it is, etc. She asked if anything needed to be done to make it more grainy, more particular. Mr. Ice said the extent of the basin was defined by the State of California. He said the division of the large basin was arbitrary, and was done by the State of California. He said the San Mateo Plain sub-basin was determined by the State of California Department of Water Resources. He said they are reaching back to the '50s and '60s, when this area was first investigated by the USGS and the California Geologic Society in terms of initially mapping the groundwater basins throughout the State of California. He said within the basin is a USGS research facility and the project team benefits from the work they have already done. He said they will gather all available information, evaluate it, and then determine where they have a need to become more granular and more specific and supplement their data. He said they have a certain amount of money and time, which is why they are asking all the entities who might have various projects if they can work

cooperatively to gather this data. He said at the end, they will collate the data, assimilate it, evaluate it, and then push it back out. He said there will be an open data portal accessible by everyone.

Jean Eastman, Conservation Committee, asked if the information gathered by the study will be made available to local jurisdictions and, if so, if that was part of the functions of the workshops. Mr. Ice said they will be pushing the data back out as soon as they get it all collected and assimilated and will not be waiting until the end of the two-year project. He said at the next workshop they will be presenting their initial preliminary ideas of the conceptual model of the basin, as well as a water budget and threats assessment.

Nona Chiariello, Conservation Committee, asked if they were still issuing permits or if there was a moratorium. Mr. Ice said there is no moratorium and they are still issuing ministerial approvals of well permits.

With no further questions, Mayor Derwin thanked Mr. Ice for the presentation. She said the Town is very interested in groundwater recharge. She said there is a vernal pool project in process and a stream that is a groundwater recharge project that has been daylighted. She said the Town is very interested in anything it can do to help as upper watershed dwellers.

CONSENT AGENDA [7:30 p.m.]

- (2) Approval of Minutes: Town Council Regular Meeting of July 13, 2016.
- (3) Ratification of Warrant List: July 27, 2016, in the amount of \$152,782.88.
- (4) Approval of Warrant List: August 10, 2016, in the amount of \$98,902.93.
- (5) Recommendation by Sustainability and Special Projects Manager – Adoption of Resolutions Approving and Authorizing Execution of Amendments to the Farmers' Market License Agreement and the Limited Use Parking Agreement with Christ Episcopal Church
 - a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Third Amendment to Farmers' Market License Agreement (Resolution No. 2702-2016)
 - b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Third Amendment to Limited Use Parking Agreement (Resolution No. 2703-2016)

Councilmember Aalfs moved to approve Items 2, 3, 4, and 5. Seconded by Councilmember Richards, the motion carried 5-0 by roll call vote.

REGULAR AGENDA [7:31 p.m.]

COMMITTEE REPORTS & REQUESTS

- (6) Report from the Bicycle, Pedestrian & Traffic Safety Committee – Committee Annual Report to the Town Council

Ed Holland, Committee Chair, introduced the Committee – Secretary Angela Hey; Committee Members Gary Hanes, Leslie Latham, Deirdre McQuillan, and Kevin Welch; Council Liaison Craig Hughes; Public Works Director Howard Young; and Police Commissioner Gary Nielsen. He said the San Mateo County Sheriff's Office has been cooperative with providing traffic data and coordinating safety around schools, policing those areas at appropriate times.

Mr. Holland and Ms. Hey presented the Bicycle, Pedestrian & Traffic Safety Committee's Annual Report, including the Committee's Mission and Goals; an overview of committee's completed, ongoing, and future projects; and their budget, partners and challenges.

Ms. Hey said they need someone on the Committee to work more on the safe routes to school. She asked Mayor Derwin regarding a path on the Woods property. Mayor Derwin said she went to a luncheon at Cooley Landing for MidPen and talked to the board member who represents MidPen, Yoriko Kishimoto. Mayor Derwin said the Town is not getting funding this year. She said her recommendation is that the Town needs to stay more in contact with MidPen to get higher on their list. Ms. Hey agreed.

Town Manager Dennis said Town staff has had regular contact with the staff at MROSD to have these conversations. He said that although it is slow going, he is encouraged that they want to talk so they will continue with those efforts.

Mayor Derwin called for questions or comments from the Council.

Councilmember Wengert said the Committee had done a great job. She asked if they had any suggestions for how the Council might help them with their outreach to recruit more Committee members. Mr. Holland said part of the problem is when people learn that the Committee has only advisory capacity and no executive powers, they lose interest. Ms. Hey said that people may commit to half a day volunteering, but do not want to commit to a regular meeting schedule. She suggested that when there is a Town event, the Committee can rally on PV Forum to come and work with the Committee. She said once people have volunteered for half a day, they may want to join. She also suggested going through the list of people who have submitted suggestions to the Committee and personally invite them to join.

Mayor Derwin addressed the Committee's list of assistance needed from Council and Staff.

- Windy Hill Parking – Mayor Derwin said this item was on this evening's agenda.
- Multi-committee support for seminars to educate drivers, pedestrians and cyclists – Mayor Derwin was supportive of this and said the Committee just needed to put it together.
- Crosswalk Improvement Priorities – Vice Mayor Hughes said Public Works Director Young and Town staff has been quite engaged and working on the spots that have come to their attention. He said the Town would be happy to consider any additional recommendations by the Committee. Public Works Director Young said there is an inventory of all the crosswalks in Town. Mayor Derwin asked if the concern was that the crosswalks needed to be painted. Mr. Holland said that early on the Committee had looked at if it was possible to have them all have a common theme throughout the Town, particularly on the main corridors, with push buttons and warning lights. He said it has also come to them from residents that some of the crosswalks are not safe places to cross the road. He said many children leave Corte Madera School and walk down Alpine Hills and cross at Los Trancos and there is concern that traffic does not always observe that crosswalk.
- Work with Town Council as it strengthens tools for code enforcement – Mayor Derwin said there would be a conversation about the ALPRs at the end of September and they will be discussing ways in which the Sheriff can help with that. She suggested this issue could be rolled into that one. Mr. Holland said the Sheriff's Department has an upcoming push on traffic safety to coincide with the start of the school year.
- Woods Property Trail support – Mayor Derwin said the Town has to work harder with MidPen to get to the top of their priority list. She agreed that if the trail could be built, the children would not have to use the crosswalk in front of Alpine. Mr. Holland said there is not currently a Committee member in a position to liaise with Mid-Peninsula. Vice Mayor Hughes said there have been

discussions and staff may want to consider if it would be helpful to have the Committee become more engaged in terms of those ongoing discussions. Town Manager Dennis told Mr. Holland he would be happy to have a conversation about how the Committee could become involved and assist in that effort. Councilmember Wengert said the Councilmembers can also become more involved with MidPen board members. Town Manager Dennis said it is also a question of timing in the way that MROSD goes through their priority setting process. He said there are times of year it is incredibly helpful to have lots of people making their issues heard.

- Alpine Corridor Project – Town Position – Mayor Derwin said usually the Town does not take a position on things in the sphere of influence. Councilmember Aalfs said the Town should because this affects Portola Valley. Councilmember Wengert agreed because traffic is a huge issue and said the Town should take a hard look at what is being considered. Vice Mayor Hughes said Public Works Director Young went to one of the meetings and the Town is aware of what's going on, but they're not at the decision-making point yet. Public Works Director Young said the Town should be involved in this. He said the County has set up community meetings and did a good job providing information. He said they've held two mini-workshops so far and will have another one to be announced. They want to present the conceptual design ideas, start narrowing them down, and then present them to the public. He said the Council will be informed through the Digest when the next community meeting is being held. He said the meetings are also posted on the PV Forum. He said at some point a Council liaison should attend to express the Town's point of view. Mayor Derwin asked regarding timing. Ms. Hey said some options won't be funded for some time because, for example, roundabouts cost more than widening a shoulder. She said the timeframe will depend on the consultant's recommendations. Public Works Director Young said a Survey Monkey is also available on the PV Forum. Mr. Holland said everything thus far has been opinion gathering and concept designs, but they are a long way away from a formal proposal. Town Manager Dennis will let the Council know when the item should be agendaized.

Councilmember Aalfs said, with regard to Corte Madera Road, speed enforcement should be considered, at least sporadically. Mr. Holland said a speed survey was conducted and the problem did not appear to be speeding, but it is more a perception of the tight confines of the road to pedestrians and the desire is to change that pattern, if possible.

Vice Mayor Hughes thanked the Committee for their work. He said this is one of the harder working Committees, putting on a lot of organized events and dealing with numerous issues on a regular basis.

Mayor Derwin agreed and said the annual report was excellent.

STAFF REPORTS AND RECOMMENDATIONS

(7) Report from Sustainability and Special Projects Manager – Drought Update

Brandi de Garmeaux, Sustainability and Special Projects Manager, presented the drought update report.

- Staff continues to ask Cal Water for help in better understanding the barriers they are having with smart meter implementation and it is an ongoing process.
- Specific to Town Center, staff will take advantage of a free Cal-Water program for large landscapes. She said they will be offering a free water audit tomorrow for all indoor and outdoor water use to make sure everything is being done as efficiently as possible. She said a major leak was discovered by the Public Works Department in their regular meter checking in between billing periods. She said they were able to use the dashboard to determine the leak was outside, even though it related to the indoor water use. She said Public Works Director Young found the emergency pump was leaking and it is currently being repaired.

She said this is another example for the need for Smart Meters, with this being the second major leak in Town accounts in the last six months.

- Water Conservation Committee is working on a project related to smart irrigation controllers. She said they held a mini-focus group with Mayor Derwin and Councilmember Richards to gather ideas to engage residents. She said they have hired an instructor, Lori Palmquist, to conduct a workshop regarding smart irrigation controllers on August 27. She said a subcommittee has also been formed to deal with this issue.
- On the State level, Cal Water has responded to the State Water Resources Control Board's new drought emergency regulations, which allowed water utilities to self-certify their own water use reduction requirement based on local water supply conditions. She said Cal Water gets most of its water from Hetch Hetchy, which is at near capacity. She said Cal Water set a conservation target of 10% for the Bear Gulch Water District. She said the targets will be based on the customer's same month water usage in 2013 and the water use reduction target will be shown on the customer's bill. In addition, there will no longer be drought surcharges and customers will no longer see their water banks on their bills, but any water in the bank would remain in case of future drought emergency regulations that involve surcharges.
- For the month of July, the Town had a 27% water consumption reduction compared to 2013. She said June showed a 45% reduction and May showed a 52% reduction.

Town Manager Dennis said when the new reduction target was announced on July 28, staff began discussing whether or not 10% was appropriate for Portola Valley, which has a proud history of conservation and sustainability. He said they are not sure if the 10% is an annual number. He said this new regulation is more challenging than the 36% reduction, because the Town was able to bank water and use it during the summer. Since the bank is no longer available, the 10% reduction will impact the Town, particular the Town fields. He said in the short term the Town will adhere to the 10% reduction, doing everything possible to maintain the fields. He said staff is working with the Conservation Committee, the Parks & Recreation Committee, and the Water Conservation Committee to develop a plan to present to Council in the near future.

Mayor Derwin asked for clarification of the water banking. Town Manager Dennis said because they were previously able to bank water, that banked water was available to the Town during the summer. Ms. de Garmeaux said the 10% is a target, but there are no consequences for not hitting it.

Councilmember Wengert said she did not believe Portola Valley should go from a 36 percent reduction to 10 percent. She said it does make it challenging to the Water Conservation Committee because they did a tremendous job in keeping everybody up to speed and encouraging new mechanisms in water conservation and she would hate to see people revert back to watering their lawns. She said that regardless of what the State has mandated, she would not want to see Portola Valley go back to using the water they used to use. Vice Mayor Hughes referred to the groundwater presentation and problems being faced by other communities, and agrees that Portola Valley needs to set an example of going above and beyond what the State is requiring, looking ahead to the future and doing something truly sustainable. Mayor Derwin said East Palo Alto has had to freeze all development because of lack of water. Councilmember Richards said East Palo Alto's issues brings to the forefront the regional disparity of water usage. He said Portola Valley could share their wealth of water regionally and make a difference in a community like East Palo Alto.

- (8) Recommendation by Planning Director – Adoption of Resolutions Approving the Final Parcel Map and Subdivision Improvement Agreement for lands of Carano, 1260 Westridge Drive

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Final Parcel Map for Lands of Carano (Resolution No. 2704-2016)
- (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Subdivision Improvement Agreement Between the Town of Portola Valley and Bandel & Paula Carano (Resolution No. 2705-2016)

Planning Director Pedro presented the finalized subdivision map and improvement agreement for the Lands of Carano project, which has been reviewed and approved by the Town Attorney. She said the bonds have been posted and the applicant is being required to complete the improvements within 12 months of the date of signing of the agreement. She said the final map includes minor adjustments to the lot lines, which has been reviewed by the Planning Commission, who found the final map to be substantially in conformance with the tentative map and voted unanimously to recommend approval. She said the Town has received all the required fees for the project and all other applicable final map conditions of approval have been satisfied.

Mayor Derwin called for questions from the Council.

Councilmember Wengert asked if the tree issue was resolved. Planning Director Pedro said the landscape screening plan has been approved and is part of the subdivision improvement agreement.

Councilmember Aalfs asked for clarification of the improvements that were required to be completed in 12 months. Planning Director Pedro said it did not apply to the building but to the subdivision improvements – the sewer, the utility, the roads, driveways, and landscape screening.

Mayor Derwin called for comments from the Council. Hearing none, she called for public comment. Hearing none, Mayor Derwin called for a motion.

Councilmember Aalfs moved to adopt the Resolution of the Town Council of the Town of Portola Valley Approving Final Parcel Map for Lands of Carano. Seconded by Councilmember Wengert; the motion carried 5-0.

Councilmember Aalfs moved to adopt the Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Subdivision Improvement Agreement Between the Town of Portola Valley and Bandel & Paula Carano. Seconded by Councilmember Richards; the motion carried 5-0.

- (9) Recommendation by Town Manager – Direct Formation of an Ad-Hoc Committee to Recommend Appropriate Action or Signage to address Seasonal Roadside Parking on Portola Road at Windy Hill Preserve

Town Manager Dennis presented the staff report regarding parking signage at the Windy Hill Preserve. He said is it recommended that conversations occur between the Bicycle, Pedestrian & Traffic Safety Committee (BPTS) and ASCC prior to a final recommendation being presented.

Public Works Director Young presented the background of the Windy Hill parking issue as detailed in the staff report. He said staff recommend a study to look at the signs and determine the extent and facts of the problem and come up with an acceptable solution. He said staff recommends that the Ad Hoc Committee be comprised of the Chair of the BPTS, ASCC, a member of the Council, the Police Commissioner, and the Public Works Director.

Councilmember Wengert asked if someone from the Sheriff's Department should be included to address the issue of legally enforceable signage. Town Manager Dennis agreed.

Vice Mayor Hughes was supportive of the creation of an Ad Hoc Committee to address the issue.

Councilmember Aalfs was supportive of the formation of the Ad Hoc Committee, and suggested seriously considering enforceable signs.

Councilmember Wengert said speedy decision-making by this Ad Hoc Committee should be of high priority. She said the Town has always placed a high priority on aesthetics but she does not think that is the top priority in this situation. Councilmember Wengert suggested directing the group to focus on the safest and most practical long-term solution.

Councilmember Aalfs agreed that safety should be the number one priority.

Vice Mayor Hughes agreed and said there is a compromise that could be made that is both aesthetic and safe. He said the unenforceable signs are essentially useless and not aesthetic. He said a proposal should be able to be completed within a month or two.

Councilmember Richards said he agreed that enforceable signs are important, but his understanding is that the large signs that are not enforceable have made the biggest difference. He said he thought the biggest challenge may be making that information available in some kind of aesthetic manner.

Police Commissioner Gary Nielsen disagrees that the small “no parking” signs are useless. He said he doesn’t check as often as he did in the first six months, but he is not seeing that many violations.

Joanne Klebe, Grove Drive, asked why there needed to be an Ad Hoc Committee, considering all the years of history and feedback. She asked for clarification of the process.

Town Manager Dennis said staff made the recommendation for an Ad Hoc Committee because there has been a level of disagreement regarding the problem and the aesthetics of the current signage. He said staff thought that rather than have staff just make a decision, the two committees should have a say in the solution. He agreed with Council that this is probably something that can be handled fairly quickly.

Mayor Derwin asked if anyone has ever talked to MidPen about opening up more of their lands for parking. Public Works Director Howard said when MidPen first opened the parking lot, the Town restricted the size. Mayor Derwin suggested that issue could be revisited.

Joanne Klebe said she thinks Windy Hill is the most visited preserve because it is the only one that allows dogs. She said it would be nice if other preserves could be opened to dogs.

Police Commissioner Nielsen said during his six-month study three years ago, it was rare to see 25 to 30 cars, but it is commonplace today.

BPTS Committee Member Angela Hey said there is more room to park at Corte Madera School, especially on weekends.

Councilmember Aalfs moved to direct the Town Manager to form an Ad-Hoc Committee including Bicycle, Pedestrian & Traffic Safety Committee Chair, ASCC Chair, and the Police Commissioner; with Vice Mayor Hughes, Public Works Director Young, and a liaison from the Sheriff’s Department as advisory members. Seconded by Councilmember Richards; the motion carried 5-0.

- (10) Discussion and Council Action – Discussion of Assembly Bill 1362 (AB 1362) Regarding Proposed Change to Appointment of Mosquito Abatement Districts

Town Manager Dennis presented the staff report regarding the opportunity for Cities in San Mateo County to change the makeup of the mosquito vector control district as detailed in Assembly Bill 1362. He said approximately six cities in San Mateo County have already voted in opposition.

Mayor Derwin called for questions.

Councilmember Aalfs asked for clarification regarding the select committee. Town Manager Dennis said it would typically be people from the Council of Cities nominated to be appointed to the Vector Control Board.

Councilmember Wengert asked why the other communities are opposing this bill. Mayor Derwin said it was due to loss of local control with smaller towns having less of a voice.

Vice Mayor Hughes asked how having a smaller number of board members reduces the risk of embezzlement. Town Manager Dennis said he spoke with the Assembly Member Gordon's office, as well as Supervisor Don Horsley's office, and he did not hear a direct link to that issue. He said it was more that there appeared to be managerial issues that led to a culture where the embezzlement could occur and that a smaller, nimbler board would be of some assistance. He said a representative from Assembly Member Gordon's office said they were not making a recommendation to make the changes, but only that the option would be available if wanted some time in the future.

Councilmember Richards asked what would trigger bringing this change into fruition. Town Manager Dennis said a majority of cities would need to take the position that they would like to see a Council of Cities have that as its selection process, in this case requiring 11 cities in the County. He said the County, under this bill, would always have a seat. Councilmember Richards opposed the bill.

Councilmember Wengert agreed with Vice Mayor Hughes that creating an encouragement to have a financial oversight committee created within the existing structure is more the issue than changing the whole form of representation. Councilmember Wengert opposed the bill.

Councilmember Richards said the only benefit would be the likelihood that at some point there would be difficulty finding someone to fill the seat.

Councilmember Aalfs said it was a bill that does not solve anything and is unlikely to ever be implemented. Councilmember Aalfs opposed the bill.

Vice Mayor Hughes said if the majority of cities ever voted to put the bill into effect, it could affect them. Vice Mayor Hughes opposed the bill.

Mayor Derwin opposed the bill.

Vice Mayor Hughes moved to direct the Town Manager to prepare a letter in opposition to AB 1362 and authorize the Mayor to sign the letter. Seconded by Councilmember Richards; the motion carried 5-0.

(11) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS [8:50 p.m.]

Councilmember Aalfs – Said the Peninsula Clean Energy (PCE) has rolled out the first phase of enrollment. He said because of the vagaries of net metering, all net metering customers will be coming into PCE staggered based on their solar true-up dates, including Portola Valley. He said this means some Portola Valley customers will start being switched over at or shortly after Phase One. He said the goal is to switch those customers shortly after their true-up dates so they do not lose any benefit they were getting from PG&E. He said Phase Two and Three, originally scheduled for April and October 2017, may be combined. In response to Councilmember Wengert's question, Councilmember Aalfs said notices would probably start locally in January or February.

Councilmember Wengert – Attended the August 3 Roundtable meeting. She said the Roundtable has done an excellent job, through their consultant, in responding to all of the feasibility study issues in a very organized fashion. She said a United Airlines pilot was there and announced the start of a retrofit program to reduce engine noise in their Airbus planes, which comprise approximately 25% of their fleet. She said the program would take about one to two years to implement. The United Airlines pilot said other airlines (unidentified) have started to follow suit. She said there continues to be inundation with letters and emails from very unhappy citizens. She said the Select Committee has had three working sessions where they have had the opportunity to ask questions of the FAA. She said the FAA has addressed five of the six feasible broad-based areas, with the sixth being vectoring, which is the major cause of the issues in Portola Valley. She said State Senator Joe Simitian has agreed to meet with them locally to understand more of the issues as they get into the next topic of discussion. Town Manager Dennis commended Councilmember Wengert for the work she did overseeing the consultant's report between the three cities and said her direction made it an excellent report that was very useful in their deliberations.

Councilmember Richards – Attended the ASCC meeting on August 8, where they approved a lot subdivision at the corner of Los Trancos and Firethorn Way, which included widening the road a few feet to achieve the minimum 35-foot right of way. He said they denied a proposed modification to a previously approved new residence and site development permit on 20 Minoca. He said the proposed modification was to raise the house a couple of feet, which was opposed by the neighbors.

Vice Mayor Hughes – Attended the Bicycle, Pedestrian & Traffic Safety Committee meeting on August 3. He said the Sheriff said there will be an extra motorcycle unit patrolling schools on August 22, the first day of school, and are planning to issue warnings and citations. He said the extra unit would return once a month. He said the Public Works Director fixed the lighted crosswalk at the Priory again; road striping will be completed by August 19; the WestBay and Cal Water water main projects continue; tree trimming has been done on Los Trancos; Public Works Director is working with AT&T to raise their line instead of putting in a pole to replace the tree that is currently holding up their line; the traffic concerns at Wyndham and Windmill School.

Mayor Derwin – Attended the Water Conservation Committee meeting, where they reported that the gray water manual is complete and is currently being edited. She said they plan to do some public service announcements on the PV Forum to talk about leaks. The Native Garden Tour is scheduled for April 2, 2017, with a minimum of 6 gardens, possibly 8 to 10. The Committee is working on a "Welcome to Portola Valley" brochure. She said they also discussed the new Cal Water regulations. Mayor Derwin also attended the Resource Management and Climate Protection (RMCP) Committee meeting on July 20. At that point Hetch Hetchy was at 90% capacity and snow pack was at 75%. She said more water in the BAWSCA region is being used than last year, but it is still less than in previous years. She said the entire Town of Hillsborough is now using smart water meters. She said the only water company in the County that is not chasing smart meters is ours. She said they saw a presentation by WaterLink, a Santa Clara County energy water nexus program. They heard the update on the San Mateo County Energy Watch and the RICAPS programs. She said they also saw a presentation on SunShares Regional Solar and Electric Vehicle Program. She said the County is starting to work on Zero Net Energy. Mayor Derwin said she and the Sustainability & Special Projects Manager attended the Woodside Fire Protection District badge pinning ceremony. She said they are hoping to bring Firewise back. Town Manager Dennis said he has spoken with Woodside and Woodside Fire Protection District and they are looking at dates to start that back up. Mayor Derwin said she attended a HEART meeting and had a facilitated discussion with Bill Lowell, the former Executive Director of San Mateo County Housing Authority, discussing strategic planning for how to make HEART more effective and add value.

(12) Town Manager Report – Reported that the Town Center Master Plan process is moving forward with their first effort at getting some public engagement on what people would like to see for the future of the campus. He said postcards will be mailed on August 22 to let them know they can use a tool on the Town's website to provide their input. He said there was a dead bird found in town that was identified with the West Nile virus. He said seven representatives from the Sheriff's office will hold a community meeting regarding home security and Neighborhood Watch on Tuesday, August 16, at 7:00 p.m. in the

Community Hall. He said school starts the week of August 22 and the Town is now going out to be sure all of the trails and paths are clear, completing all the striping, and making sure all of the contractors in Town are aware that there will be an impact. He said staff has been working with HIP Housing to further spread the word about their home sharing program, and PV Ranch will be publishing a HIP Housing article in their next newsletter. She said that she and Councilmember Aalfs attended the Council of Cities meeting and heard a discussion from SamTrans. Portola Valley will be sponsoring the Council of Cities on September 23 with Rich Gordon as the speaker.

Vice Mayor Hughes asked what the timeline looked like on the Accella tool. Town Manager Dennis said his plan was to wait until the Communication Consultant had completed their work and a few other items that need to be completed. He said the Communication Consultant has been meeting with the Committee Chairs over the last couple of weeks regarding what kind of outreach they do and what support they need. He is expecting something coming back to him by the end of next month, at which time they will present a proposal to Council for feedback.

WRITTEN COMMUNICATIONS [9:17 p.m.]

(13) Town Council Digest – July 14, 2016

(14) Town Council Digest – July 22, 2016

#3 and #4 - Reports from San Mateo County Sheriff's Office. Vice Mayor Hughes confirmed that the Sheriff's Reports will be available on the Town's Website. Town Manager Dennis said there will be a notification called "Town Safety" that will include Sheriff's Reports and any other items. In response to Councilmember Aalfs' question, Town Manager Dennis said he will be providing statistics regarding local burglaries dating back to 2010.

(15) Town Council Digest – July 29, 2016

(16) Town Council Digest – August 5, 2016

ADJOURNMENT [9:21 p.m.]

Mayor Derwin adjourned the meeting.

Mayor

Town Clerk