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*A Municipal Advisory Council to the
 San Mateo County Board of Supervisors*



Linda Lopez, Chair
 Rafael Avendano, Vice-Chair
 Laura Caplan
 Beatriz Cerrillo
 Mary Martinez
 Dale Miller
 Everardo Rodriguez
 Esperanza Vázquez
 Diane Zermeno, Youth Member
 Jose Rodriguez, Alternate Youth Member

**North Fair Oaks Community Council
 Meeting Minutes**

Thursday, March 26, 2015

7:00 p.m.

Fair Oaks Community Center Multi-Purpose Room, 2600 Middlefield Road, Redwood City

Issue	Discussion	Decision/ Next Step/Action
<p>Roll Call</p>	<p>Present: Rafael Avendano, Laura Caplan, Beatriz Cerrillo, Linda Lopez, Mary Martinez, Dale Miller, Everardo Rodriguez, Jose Rodriguez, Esperanza Vasquez</p> <p>Absent: Diane Zermeno</p>	
<p>Public Comment</p>	<p>Sam Gong, Launch Pad Ink, stated that they have applied for a liquor license in North Fair Oaks. The reason they are applying is because they sell gifts with liquor online in the state of California. Sam encouraged the council to check their website at www.man crates.com .</p> <p>Omar Rodriguez, 151 5th Ave and 171 5th Ave, asked the council to look into adding more parking along 5th Ave.</p>	
<p>Approval of Minutes</p>	<p>Minutes for the NFOCC meetings dated February 26, 2015.</p> <p>Councilmember Rafael Avendano made a motion to approve the minutes with the amended changes for February 26, 2015. Councilmember Everardo Rodriguez seconded the motion</p> <p>Councilmembers Rafael Avendano, Laura Caplan, Beatriz Cerrillo, Linda Lopez, Mary Martinez, Everardo Rodriguez, Esperanza Vasquez and Jose Rodriguez voted unanimously to approve the minutes.</p>	

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	Councilmember Dale Miller abstained.	
<p>Report regarding Selby Park Neighborhood proposed solutions to problems and concerns related to the Waverly Place Project</p>	<p>Joe Lo Coco, Public Works, stated that the Selby Park neighborhood provided a list of recommendations to Public Works regarding entry signs, traffic and parking issues. Department of Public Works has evaluated the neighborhood’s request and presented the findings to the audience tonight.</p> <p>Joe summarized the requests including:</p> <ul style="list-style-type: none"> • Street light repair – it has been repaired • No parking zones along the east side of Waverly Ave. The Health Center has applied for restrictions. • Entry gates/neighborhood street signs on Waverly Ave and Columbia Ave. The Public Works department determined that there is insufficient road width for current uses and block the gutters. <p>Councilmember Everardo Rodriguez asked if the miscellaneous no through traffic signs was the result of the neighborhood concerned with cut through traffic.</p> <p>Joe Lo Coco explained that a speed analysis was conducted to determine if there was a significant traffic impact on Waverly and Columbia Avenues. The study found no significant impact the number because these particular streets don’t have a lot of traffic.</p> <p>Chair Linda Lopez ask why entry gates could not be placed on Waverly Ave and Columbia Ave and asked if bulb-outs could be considered instead.</p> <p>Joe Lo Coco explained that bulb-outs are used to accommodate pedestrians at intersections to shorten the crossings. In response to the request for entry gates or planters, Joe explained that if planters are used it will leave a 17 foot road width. This is a substandard width for roads that cannot support two lanes. He said that East Selby Lane has a wider traffic lane width and that’s why it was possible to place planters on that street.</p> <p>Chair Linda Lopez asked if the County could facilitate a discussion between the neighborhood and the businesses about parking instead</p>	

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	<p>of the neighborhood facilitating the discussion.</p> <p>Joe stated that the Department of Public Works will be willing to facilitate the dialogue but suggested that a conversation between the businesses and Samaritan House regarding the potential shared use of the adjacent parking lot. Joe LoCoco noted that the county would be more than happy to assist with the dialogue if that is the request of the Council.</p> <p>Councilmember Laura Caplan stated that for the Avenues instead of planters there was a fence that wouldn't block the gutters. Joe mentioned that there are those fences in different parts of North Fair Oaks, but it depends on the speed analysis and if goes over the limit of the number of cars going through the neighborhood at a certain number.</p> <p>Public Comment:</p> <p>Omar Rodriguez, an owner of a property in North Fair Oaks, asked if is true that parking is allowed along the bridge and on 5th Ave where there seems to be a pop out. Joe Lo Coco said that people are allowed to park along the bridge. But the pop out goes was intended to support traffic merging onto 5th Ave from the bridge.</p> <p>Nancy Zaro, Selby Park neighborhood resident, asked if the wooden planters in Menlo Park were allowed because the width of the road is about 17 feet and if it's allowed. She also asked if the property owners in North Fair Oaks along 5th Ave would encourage their employees and/or tenants to park inside their property instead of along 5th Ave</p> <p>Kent Manske, a Selby Park neighborhood resident, stated that there is still a design solution for a small bulb-out along Columbia and Waverly Place. He encouraged the North Fair Oaks Council not to dismiss the bulb-out signs.</p>	
<p>Approval of council training plan and topics</p>	<p>Chair Linda Lopez mentioned that the Council has dedicated some upcoming study sessions to professional development; three sessions will focus on team building, Brown Act familiarization, and the roles and responsibilities of board or commission service.</p> <p>Councilmember Everardo Rodriguez asked if the Council has made a decision on the topic for the first training. Chair Lopez said that it would be on team building and roles and responsibilities.</p>	

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Supervisor's Report	<p>Irving Torres, Legislative Aide for the Office of Supervisor Warren Slocum, reported the following:</p> <ul style="list-style-type: none"> • Supervisor Slocum held the 2nd Annual North Fair Oaks Community Leaders Breakfast to acknowledge the amazing work underway and to recognize the leaders in the business, nonprofit communities and in County Government who are making progress in North Fair Oaks. • The Board of Supervisors will be hosting an Affordable Housing Study Session on Tuesday March 17th at 1:30 pm in the Board Chambers. • On Tuesday, March 17th, Supervisor Slocum will be hosting an AB60 Workshop for the undocumented population in San Mateo County to learn how to obtain a legal driver's license. The California DMV, the Mexican Consultate, the CHP, and the Sheriff will participate in the forum. It will start at 7 pm at the Fair Oaks Community Center and be conducted in Spanish. • The Fair Oaks Health Center will be celebrating their one-year anniversary by hosting a community health fair on Saturday March 21st from 9am-Noon. Supervisor Slocum would like to invite the Council and the community to join in the Health Center's celebration. 	
Office of Sustainability report	<p>Gordon Tong, Sustainability Coordinator, provided the following summary:</p> <ul style="list-style-type: none"> • See-Click-Fix. San Mateo County has purchased the See-Click-Fix application and customized it for San Mateo County. It will be called "Report It! SMC." This app for a smart phone will provide an easy-to-use technology solution that allows the community to report illegal dumping by taking a photo and submitting electronically to the County departments who respond to these complaints. It is currently being tested by County staff. The date for the soft launch will be the first week of April with an official launch to the community at the Clean-up Day on May 30th. It will also be shared with the Council at their May meeting. Mr. Tong asked the Council and those in attendance to bring their smartphones to the May meeting. They will lead a demonstration and teach everyone how to download the app and use it. • Community Choice Aggregation (CCA). The Office of Sustainability is working on an effort to bring CCA to the 	

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	<p>entire County to give residents/businesses another choice of an energy power broker with more renewable power options. The Office of Sustainability will make a detailed presentation for the Council on this topic, if requested.</p> <ul style="list-style-type: none"> • Adopt-A-Block program. This Adopt-A-Block program is being considered for North Fair Oaks as part of the storm water management program. The concept will be included in the business sustainability plan and could be used in residential neighborhoods. Staff is interested in finding out what the Council thinks about starting this type of program. If there is support for it, it could be kicked off at the Clean Up Day event on May 30th as well. • Cigarette Receptacle Study. The County Environmental Health Department intends to purchase cigarette butt receptacles and install them in North Fair Oaks to study their effects on litter reduction. As envisioned, the installation could be done by the Department of Public Works, with businesses volunteering to maintain them. It could also be incorporated into the Adopt-A-Block program as well. Suggestions for potential locations and interested businesses would be appreciated. Please submit an email or written report to Irving Torres (ITorres@smcgov.org) with your suggestions at least one week before the next Council meeting. • Bicycle Rodeo (6/6/2015). A Bike Rodeo is planned for June 6th at the Fair Oaks Community Center from 10 am – 2 pm. There will be safety tips, a course, a tune-up shop, food, and prizes – including a bicycle for one lucky winner! The Office of Sustainability will be assisting Supervisor Slocum’s Office and Council Member Avendano with the Bicycle Rodeo as they actively promote alternative transportation programs and are helping coordinate this Rodeo event! All are welcome. <p>Councilmember Esperanza Vasquez asked about the Adopt the Block program. Gordon Tong stated that the program is just beginning. He’s hoping to gather more input to help him develop the program.</p> <p>Councilmember Beatriz Cerrillo mentioned that there have been people knocking on doors in the neighborhood stating that they are a third party procuring gas from PG&E. Councilmember Cerrillo wanted to know if the Office is aware of this effort and, if so, the purpose of their outreach. Tong mentioned that he is not aware of any program</p>	

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	that's knocking on doors; he will look into the matter.	
Planning and Building report	<p>Lisa Aozasa, Deputy Director Planning and Building, provided the following summary:</p> <ul style="list-style-type: none"> • The Council requested a six-month report back on the Sports House; it will be provided in April. <p>Highlights from the Reporting Period</p> <ul style="list-style-type: none"> • Parking and Zoning (P&Z) Workgroup update. The P&Z Workgroup continues to make progress on reviewing the draft zoning ordinances for the Middlefield Road corridor. The focus of the April 7th meeting will be the parking requirements for the Neighborhood Mixed Use (NMU) zoning district between Semicircular and 1st Ave. • Planning for 2700 Middlefield Rd. The Planning and Building Department is participating in an interdepartmental effort to analyze and plan for optional short and longterm land uses for the parcel behind the new South County Health Center that was recently acquired by the County. • Rocketship Project update. The permits required to allow a new elementary charter school at 860 Charter St. are under review by the County and the City of Redwood City. A revised traffic report was recently submitted as part of the environmental review phase. • Code Compliance update. Staff continues to process a high volume of violation cases for a variety of problems including graffiti, trash and debris, and unpermitted construction. <p>Chair Linda Lopez asked if Ana Santiago, Code Enforcement, can separate the inspections into categories such as displacement, violations, and illegal units.</p> <p>Councilmember Laura Caplan ask which department oversees the process of tree removal. Lisa mentioned that it's Planning and Building and they would need to submit an application. If someone hasn't applied and is going to cut down the tree, it's best to call the Planning and Building department or the Sheriff's Office if it's</p>	

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	after hours.	
	<p>Irving Torres provided the following summary:</p> <ul style="list-style-type: none"> • Lt. Reid is retiring from the Sheriff’s Office. A new Lt. will be introduced at the next meeting. • Deputy Pedro Miqueo has been promoted to Sergeant and will no longer be serving as the executive director for CARON. • Supervisor Slocum will be hosting a Landlord/Tenants informational forum on Tuesday April 7th at the Siena Youth Center. It will be one of four informational forums in the North Fair Oaks area. • The Board of Supervisors held an Affordable Housing Study Session on March 17th. The county considered 11 strategies for affordable housing and recommended that they be implemented or studied further. The board asked the County staff for further information on rent control. • On Saturday, May 16th, there will be a youth conference held at the Fair Oaks Community Center. It’s an all day conference that will feature keynote speakers. Councilmember Rafael Avendano is one of the speakers. A variety of workshops geared towards youth development and success will be held that day as well. • The North Fair Oaks Youth Initiative announced the opening of their mini-grants process. Applications are now being accepted. The grants are geared toward youth development, health and well-being. The deadline to apply is April 24th. <p>Chair Linda Lopez asked if it’s just for tenants. Irving stated that it’s open to everyone, landlords and tenants.</p> <p>Councilmember Ever Rodriguez asked how the event will be publicized. Irving stated that he will be working with organizations in those targeted areas where the forums will be held to publicize the events. All of the events will be open to the public.</p> <p>Councilmember Laura Caplan ask if any of the strategies addressed by the Board of Supervisors look at the issue of big companies coming into the area and bringing in more employees that are not from the local area. Irving mentioned that during the study session, there was a period of public comments and some constituents did bring that concern to the Board of Supervisors</p>	

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	attention.	
NFO Forward Report	<p>Ashley Quintana and Elizabeth Dallman, NFO Forward, provided the following summary:</p> <ul style="list-style-type: none"> • Currently the NFO Forward team has completed interviewing businesses along Middlefield Road. A summary will be presented to the council at a future meeting. • The Public Arts Workgroup has put out a call for artists for two projects: one of the projects is to paint a mural and the second project is the painting of utility boxes in North Fair Oaks. <p>Chair Linda Lopez asked when the next Public Arts Workgroup meeting will be held. Ellie Dallman mentioned that it is held on the second Monday of each month.</p> <p>Rafael Avendano stated that he would like to invite the Arts Workgroup committee to collaborate with his kids on an art project.</p> <p>Ashley Quintana also mentioned that the Council could log into the www.NFOForward.org website and post news and announcements.</p>	
Councilmember Reports	<p>Youth Member Jose Rodriguez mentioned that the OYE conference will be held on Saturday May 16th at the Fair Oaks Community Center.</p> <p>Jose also mentioned that the workshops will include Zumba, how to choose the right college for you, and many more.</p> <p>Chair Linda Lopez mentioned that the Council received a letter from Sheriff Munks inviting them to the North Fair Oaks Community Festival on August 16th.</p> <p>Councilmember Rafael Avendano invited the Council to his Monday night bike ride along with the kids from his neighborhood. They start at 5:45 pm and end at 7:45 pm.</p>	
Adjournment	<p>Councilmember Laura Caplan made a motion to adjourn. Councilmember Everardo Rodriguez seconded the motion.</p> <p>Meeting was adjourned at 9:00 p.m.</p>	

Next Meeting

North Fair Oaks Community Council Study Session

Thursday, April 16, 2015 at 7:00 p.m.

Location to be determined