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Laura Caplan, Chair  
 Beatriz Cerrillo  
 Dale Miller  
 Manuel Ramirez  
 John Schott  
 Esperanza Vázquez

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

**NORTH FAIR OAKS COUNCIL**

**Minutes for Meeting**

**February 21, 2013 at 7:00 p.m.**

**Fair Oaks Community Center, Multipurpose Room  
 2600 Middlefield, Redwood City, CA 94063**

AGENDA ITEM	DISCUSSION
<p><b>1. Call to Order</b></p>	<p>The NFO Council Meeting was called to order at 7:00 p.m.            Council members present and in attendance:                Laura Caplan, Chair                Beatriz Cerrillo                Dale Miller                Manuel Ramirez                Esperanze Vázquez</p> <p>Council member absent:                John Shott</p>
<p><b>2. Public Comment</b></p>	<p>There was no public comment.</p>
<p><b>3. Supervisor’s Report</b></p>	<p>Supervisor Warren Slocum announced the following:</p> <ul style="list-style-type: none"> <li>• Redwood City Council will hold a study session on “Complete Streets” on Feb 25<sup>th</sup>.</li> <li>• Supervisor will be speaking on Feb 28<sup>th</sup> at the Teen Dating Violence Awareness seminar at Garfield Elementary School.</li> <li>• On March 13<sup>th</sup>, the Planning Commission will conduct a public hearing and take a fieldtrip to discuss zoning regulations for 3821 Fair Oaks Avenue in North Fair Oaks.</li> <li>• Supervisor Slocum’s weekly office hours (on Wednesdays from 5:00-8:00pm) in the Fair Oaks Community Center have been going well and he invites</li> </ul>

	<p>constituents to visit.</p> <ul style="list-style-type: none"> <li>• At the next NFO Study Session on Feb. 28<sup>th</sup>, County Counsel will give a presentation on the Brown Act.</li> <li>• Supervisor Slocum has invited Peninsula TV to tape council meetings beginning with the March 28<sup>th</sup> meeting.</li> </ul>
<p><b>4. Council Report</b></p>	<p>Upon a motion and second, the minutes from January 17, 2013 meeting were approved.</p> <p>Chair Laura Caplan announced:</p> <ul style="list-style-type: none"> <li>• NFO Council Retreat on Feb 24, 2013 will begin at 10:00 a.m.</li> <li>• The next NFO Council meeting in March will be switched: Study session will be held on Thursday, March 21, 2013 at 7pm and Council meeting will be held on Thursday, March 28<sup>th</sup> at 7pm.</li> </ul> <p>Council member Manuel Ramirez announced that the Latino Leadership Council will have a fundraiser event for the Biblioteca Library on April 28<sup>th</sup>. He also mentioned that there a large fire that occurred on Edison which took 6 hours to extinguish, noting that there had been ongoing problems in that same building.</p>
<p><b>5. Sheriff's Report</b></p>	<p>Lieutenant Tim Reid, Sheriff's Office, announced that low rate decibel meters have arrived and will be in place no later than Monday, February 25<sup>th</sup> and a meeting is set with Environmental Health for next week to go over the plan of action.</p> <p>Lt. Reid also announced that Sheriff's task force was out in full force with two teams covering County North and County South with good success thus far. He noted that the department is getting bombarded with calls regarding burglaries particularly around the avenues. He mentioned that the best way to prevent these occurrences was by residents reporting suspicious behavior or unfamiliar people around the area, and that they remember to lock their windows and doors. Lt. Reid asked the Council to put out the word through word of mouth, social media capabilities and their website. The Sheriff's office will address questions about general concerns over illegal activity around 1<sup>st</sup> and 2<sup>nd</sup> Avenue.</p>

<p><b>6. California Highway Patrol Report</b></p>	<p>Captain Mike Maskarich of the California Highway Patrol announced the collision report:</p> <ul style="list-style-type: none"> <li>• 2010 41 collisions</li> <li>• 2011 56 including 6 DUIs</li> <li>• 2012 40 collisions</li> </ul> <p>CHP has been working closely with San Mateo County to have saturation patrols to increase traffic safety and have a presence in the community. They are also working to improve and revamp the traffic complaint program. Regular media notices in English and Spanish are given.</p> <p>Captain Mike announced that there would be a Bike Safety Summit in Palo Alto on Tuesday Feb 26, 2013 at noon. He also announced that April is “Distracted Driver Month” where there will be hyper-vigilance towards texting and talking on phone while driving.</p>
<p><b>7. Code Enforcement</b></p>	<p>Chairwoman Laura Caplan reported on behalf of Ana Santiago, Public Works Code Enforcement Officer. Ms. Santiago has sent a notice of determination of fines to the owner of Junk General. She is currently awaiting a response.</p> <p>Code Enforcement is still waiting for their Administrative Citation books to begin the process of writing citations.</p>
<p><b>8. LAFCO Update</b></p>	<p>Martha Poyatos, Executive Officer of San Mateo County’s Local Agency Formation Commission (LAFCO) provided an update of the LAFCO report, which was completed for Redwood City and the unincorporated areas, which includes North Fair Oaks.</p> <p>LAFCO, required by state law, prepares municipal services review, and spheres of influence updates. The review explains budget and service delivery information of all the services offered in the unincorporated areas.</p> <p>Martha stated that there is excess revenue in the CSA 8, which is marked in the dark green area. This excess could fund new services or expand services to North Fair Oaks.</p> <p>The NFO Community Plan assisted LAFCO in identifying the needs and infrastructure in NFO and discussed implementing excess funds from CSA 8 to fund NFO community plan?</p>

**9. North Fair Oaks Community Plan**

Will Gibson, Planning and Building Department Planner, provided an update on the next phase of the NFO Community Plan.

The NFO Community Plan Steering Committee has broken down into 4 Working Groups: Parking, Parks, Zoning and Communication to start the implementation process.

The purpose of the Parking work group is to identify the needs and challenges both present and in the future of parking in NFO. They also strategize the needs both short term and long term. County has obtained a grant for a parking study through Metropolitan Transportation Commission. The work group has hired consultants to assist with the process. The study focuses on strategic implementation of the parking plan. The Parking work group and consultants will collaborate over several months, as of last week, the work group have already begun working with the consultants. Consultants will give technical advice on meeting the needs of the community and will work with this phase until May. Workshop will begin once consultants have obtained initial findings. Afterwards the work group will continue with the implementation process.

The Zoning Work Group will focus on making recommendations for changes to the county zoning code. Matt Seubert who is currently in the process of gathering members for the workgroup will lead the work group.

The Parks work group will focus on identifying potential new parks and assist in improving already established parks and support organizations. The work group is in discussion with an organization called Trust for Public Land who would provide their expertise and possibly lead the workgroup over the next year. The hope is they will be able to develop a strategy to meet the needs of the community and identify finance source. It has not been finalized and will continue with the discussion.

The Communication Work Group purpose is to insure that the community has information of the process. A communication coordinator has been hired, Lilia Ledezma, for a short-term position to conduct to next phase of the project. Lilia will be a consistent contact information for various groups so that the community can go to one particular source for information about the implementation process. The first meeting will be in the next couple of weeks.

<p><b>10. TE Connectivity update</b></p>	<p>Chair Caplan reported on behalf of James Tanner, Environmental Health Department. On January 23<sup>rd</sup>, James Tanner visited the TE Connectivity site at the corner of Second and Park Avenues at 6:30 a.m. At that time, the noise did not violate noise ordinance at either location.</p> <p>On January 31<sup>st</sup>, Tanner visited 11th Avenue (complainants block) at about 6:15 a.m. There was no discernible noise. After this, he visited the site and met with four members of Tyco staff. Mr. Tanner observed the noise but the Tyco staff did not.</p> <p>In regards to overnight measurements, Sandra Estrin (Program Supervisor, Environmental Health), James Tanner (Environmental Health) and Lt. Reid (Sheriff's Department), will be meeting next week to discuss further training on use of the noise meter and discuss options for overnight measurements.</p>
<p><b>11. Bace Update</b></p>	<p>Peggy Jensen, County Manager's Office, reported that as of Thursday afternoon, BACE has installed the correct filters. The operation has been in place and has not received any calls regarding the odor.</p> <p>The Planning Commission will have a Public Hearing and Field Trip on March 13<sup>th</sup> at 9:00 a.m. to discuss zoning regulations for 3821 Fair Oaks Ave in North Fair Oaks. If the public has any questions, they are to contact planner Matt Seubert (on notice).</p>
<p><b>12. North Fair Oaks Youth Koshland Youth Initiative</b></p>	<p>Carmela Meehan, Project Coordinator for the North Fair Oaks Youth Initiative provided a presentation. The NFO Youth Initiative received funding from the San Francisco Foundation's Koshland program. The project begun with a cohort of 36 youth who are developing leadership skills, community networks, having fun and adventure through field trips and team building activities, and ultimately, engaging in a youth-driven philanthropy project</p> <p>Youth members pointed out why they join the group:</p> <ul style="list-style-type: none"> <li>• Improve their community;</li> <li>• Break negative stereotypes about their community;</li> <li>• Help get kids off the streets;</li> <li>• Provide resources and education to their fellow peers.</li> </ul>
<p><b>13. Adjournment</b></p>	<p>There being no further business, the Council meeting was adjourned at 9:00 p.m.</p>

*All North Fair Oaks Municipal Advisory Council meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting should contact Laura Caplan at least 72 hours before the meeting at (650) 363-4570 or by email to [chair@NFOCouncil.org](mailto:chair@NFOCouncil.org). Notification in advance of the meeting will enable the Agency to make reasonable arrangements to ensure accessibility to the meeting and the materials related to it.*