



TOWN OF PORTOLA VALLEY

6:00 PM – CLOSED SESSION

7:00 PM – Regular Meeting of the Town Council

Wednesday, June 14, 2017

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

SPECIAL AND REGULAR MEETING AGENDA

6:00 PM – CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Councilmember Aalfs, Councilmember Wengert, Vice Mayor Richards and Mayor Hughes

ORAL COMMUNICATIONS

Persons wishing to address the Town Council on any subject may do so now. Please note however, that the Council is not able to undertake extended discussion or action tonight on items not on the agenda.

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATOR

Government Code Section 54957.6

Agency Designated Representatives: Jeremy Dennis, Town Manager; Leigh Prince, Town Attorney; and Susan Cope, Administrative Services Manager

Unrepresented Employees: Town Clerk; Administrative Services Manager; Accounting Technician; Administrative Assistant; Sustainability & Special Projects Manager; Planning Director; Associate Planner; Assistant Planner; Planning Technician II; Public Works Director; Deputy Building Official/Senior Building Inspector; and Maintenance Worker II

REPORT OUT OF CLOSED SESSION

ADJOURN TO REGULAR MEETING

7:00 PM - CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Councilmember Aalfs, Councilmember Wengert, Vice Mayor Richards and Mayor Hughes

ORAL COMMUNICATIONS

Persons wishing to address the Town Council on any subject may do so now. Please note however, that the Council is not able to undertake extended discussion or action tonight on items not on the agenda.

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

1. **Approval of Minutes** – Town Council Meeting of May 24, 2017 (4)
2. **Approval of Warrant List** – June 14, 2017 (15)
3. **Recommendation by Public Works Director** – Adopt a Resolution to Authorize the Filing of an Application for (30) Funding Assigned to the Metropolitan Transportation Commission (MTC)
 - (a) A Resolution of the Town Council of the Town of Portola Valley Authorizing the Filing of an Application for Funding Assigned to MTC and Committing any Necessary Matching Funds and Stating Assurance to Complete the Project (Resolution No. __)

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

4. **Recommendation by Sustainability & Special Projects Manager** – Review and Approve Resolution and (36) Additional Efforts in Support of Paris Agreement
 - (a) A Resolution of the Town Council of the Town of Portola Valley in Support of the Paris Agreement (Resolution No. __)

5. **Recommendation by Public Works Director** – Spring Down Pond Restoration Project – Request for Approval (93) of Plans and Authorizations for Construction for Project #2017-PW05
6. **Recommendation by Planning Director** - Annual Housing Element Progress Report for 2016 (96)
7. **Presentation by Town Manager** – Review Proposed 2017/2018 Fiscal Year Budget and Set Public Hearing (108)
8. **COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS** (161)
Report by Town Council Members – Brief announcements or reports on items of significance for the entire Town Council arising out of liaison appointments to both in-town and regional committees and initiatives. *There are no written materials and the Town Council does not take action under this agenda item.*
9. **Town Manager Report** (162)

WRITTEN COMMUNICATIONS

10. **Town Council Digest** – May 26, 2017 (163)
11. **Town Council Digest** – June 2, 2017 (167)
12. **Town Council Digest** – June 9, 2017 (180)

ADJOURNMENT

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

SUBMITTAL OF AGENDA ITEMS

The deadline for submittal of agenda items is 12:00 Noon WEDNESDAY of the week prior to the meeting. By law no action can be taken on matters not listed on the printed agenda unless the Town Council determines that emergency action is required. Non-emergency matters brought up by the public under Communications may be referred to the administrative staff for appropriate action.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge any proposed action(s) in court, you may be limited to raising only issues you or someone else raised at the Public Hearing(s) described in this agenda, or in written correspondence delivered to the Town Council at, or prior to, the Public Hearing(s).

CLOSED SESSION –

There are no written materials for the Closed Session Item

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 949, MAY 24, 2017

CALL TO ORDER AND ROLL CALL

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

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

Absent: None

Others: Jeremy Dennis, Town Manager
Leigh Prince, Town Attorney
Debbie Pedro, Planning Director
Brandi de Garmeaux, Sustainability & Special Projects Manager
Susan Cope, Administrative Services Manager

ORAL COMMUNICATIONS

None.

PRESENTATION

- (1) San Mateo County 911 Communications: New Facility and Computer Aided Dispatch System Presentation

Town Manager Dennis introduced Jamie Young, Project Manager, 911 Communications Center and Computer Aided Dispatch.

Ms. Young shared the background and history regarding the 911 Communications Center and its evolution. She narrated a slide show detailing the public safety services provided by the Center. She explained the current technologies in use and described the new emerging technologies. Ms. Young was accompanied by the Director of Operations for Public Safety Communications, Dan Belville. Ms. Young described the history, background, and details of the 911 services provided, including the evolution of the 911 wireless system.

In response to Mayor Hughes' question, Ms. Young said that if someone texts 911 into their mobile phones, they will get a bounce back message. She said there is a text control center, a filter that messages go through before they go to the 911 center, and the attempts made are not calculated.

Ms. Young described the emerging Next Gen system, which all Counties are supposed to be on by 2020. She said, however, the State has not yet allocated funding for that, so the anticipated completion date of 2020 is unlikely. She said the County is preparing the new building so it will be ready when the Next Gen system rolls out. She said the Next Gen Center will include a real-time crime center with predictive crime analytics.

Ms. Young described some of the emerging third-party apps in the public safety arena and the difficulty in managing them. She said the 911 Centers are moving into operations centers and the new technology is influencing how they do business. She said their regional operations center is currently in the construction document planning phase, which will provide them at least two-thirds more space than they currently have, and they are planning appropriately for growth. She said their basic function is 911 communications – getting resources to an emergency – but they are now moving toward a slew of other types of business in the public safety sector.

Ms. Young invited questions from the Council.

Councilmember Wengert asked for clarification regarding how the automated medical functionality works. Ms. Young said when someone calls 911 and says someone is having a heart attack, the dispatcher goes through a list of questions that provides patient information to determine the criticality of the patient's status. She said as they move toward a full arrest situation, then that automation gives them the cue to move into step-by-step CPR sequence. She said it is an automated system in that as the dispatcher asks the questions and enters the answers, the next appropriate question pops up to get to the applicable instructions. She confirmed it is real time with a dispatcher, immediately redirected based on the criticality. The dispatcher stays on the phone with the caller and patient until first responders arrive.

Councilmember Wengert asked for a description of the backup systems in place in the event of a massive earthquake or massive power failure. Mr. Belville said there is a backup station in Redwood City that is substandard because it is a small space and in close enough proximity that it may also be impacted by whatever impacts the main station. He said he met today with the San Francisco airport, who does have room at their facility. He said an obstacle is transporting their staff through Redwood City to the San Francisco airport during a disaster such as an earthquake. He said the County is building a new fire station at Tower Road and they can set up a dispatcher center in the back of the station while it's being built. He said they were also in conversation with San Mateo about a switch that can be flipped to transfer calls there. He said another option would be to purchase some very robust trailers that are more mobile. He said it is a high priority and they are looking at three or four options to determine what will be best to achieve optimum redundancy. Ms. Young said they are proud that, although their facilities are fairly antiquated, the Fire Department ISO assessment rates them fairly good. She said the new facility is being built with double redundancy with generators and back-up systems.

Councilmember Wengert said people in rural communities such as Portola Valley have maintained telephone landlines due to their continuing reliability. She asked if the move to GPS-based systems and cellular will shift that paradigm. Ms. Young said they will do both and will always have the copper landlines in their environment. She said the telephone companies are pushing to eliminate the copper lines and go to fiber which is a problem because it's not a reliable technology. She said recent legislation has addressed AT&T's attempt to eliminate copper facilities from the telephone mix by 2020, because rural areas cannot rely on cellular transmissions. She said 911 people in the State of California do not support the movement over to only IP or digital based, which also does not work in the event of a power outage. She said she would support AT&T if they provided everyone with a free backup unit to cover power outages. Ms. Young said they have no legislative control over knowing what overloads the carriers' systems or why systems go down. She said, for example, when AT&T went down recently, Roseville Police Department 911 service was down for nearly two days.

Councilmember Aalfs asked what is the best way for Portola Valley residents to provide their location if calling from a cell phone. Ms. Young there are apps on smart phones that will indicate location, but only if you have service. She said when someone calls 911 and they don't know where they are, 911 can find the general location but it takes some time. She said residents need to know what information their devices can provide. Ms. Young said 10,000 cell sites go up in the State of California yearly and many more micro-beacons are going up, which provides more reliability in transmission and all have GPS coordinates. She said the fix is to get integrated technology that allows that GPS to instantly register through GIS mapping. She said GIS is the fundamental change that will be coming up in the modern dispatch systems.

Mayor Hughes asked if the new system, as well as the features they want based on the RFP, will be required to be flexible to handle whatever will be needed in the next 20 years. He asked how that part of designing this new system worked, knowing that things change rapidly. Ms. Young said the RFP asks for growth and adjustments for their environment, which is measurable by virtue of what they've done over time, how well they've adjusted – scalability of capabilities. She said it is important that a new system has the ability to take on new technologies and be fully integrated. Mr. Belville said they are being advised the CAD systems won't last a fraction of the time of previous systems, much like the disposable electronics

we buy today. For example, he said the brand-new CAD that will be installed in the next 18 months will not last 10 years, whereas the current system has lasted 24 years.

With no other questions from the Council, Mayor Hughes called for questions from the public.

Neil Weintraut asked if the GPS coordinate comes from the microcell or from the end user's cell phone. Ms. Young said they get it from both. She said with cellular technology they get one piece of data from the cell tower or the cell sector. She said, depending on the type of phone, the coordinates can be delivered by GPS, but if they're not, they use the cell sector location. She said a common question is, "How does Uber know where I'm at, but dispatchers don't know where I'm at?" She said open source GPS isn't signaling through a control center. That center filters the information and sends it back out to the 911 center. That filter doesn't let that information get delivered to all 911 centers and many of the 911 centers are not equipped to handle that information. In Portola Valley, it is an IP-based system and with a reliable sector that passes through the message center in a very robust GPS-centric environment and metropolitan area, the likelihood of finding a location is good.

Mr. Weintraut said that it is impossible to outrun technology and there is effectively the hard solution and the soft solution and trying to come together those two does not work. He said, for example, if a person could send a photograph on their phone to the Sheriff's Department, that photograph is GPS marked by the phone. Or if a Ring doorbell photo or the home security camera videos stored on the cloud could be sent to the Sheriff's Office rather than trying to force that soft solution kind of information through the existing hard solution. Ms. Young said there are technologies emerging such as mobile wi-fi, etc. that will provide more robust connections.

With regard to marrying those two factions, Ms. Young mentioned apps such as Pulse Point and Rapid SOS. She said there are opportunities for app and system developers to integrate into the public safety environment for real time intervention. Rapid SOS attaches personal data provided by subscribers (location, medical conditions, dogs or guns in the house, etc.) to 911 calls. Mr. Weintraut said these kinds of apps are considered after an event occurs. He would like the communication to be more open where a citizen can simply text a photo directly to the Sheriff's Office. Ms. Young said that is coming. She said the Next Gen 911 system will allow photos, videos, instant messaging, voice talk, and transfer of data from phones to the 911 system. She said once that comes into the dispatch center, it can be pushed out. She said they currently push out photos, building blueprints, etc.

With no further questions from the public, Mayor Hughes and the Council thanked the presenters.

CONSENT AGENDA [8:07 p.m.]

- (2) Approval of Minutes – Town Council Regular Meeting of May 10, 2017. *[Removed from Consent Agenda.]*
- (3) Approval of Warrant List – May 24, 2017, in the amount of \$104,427.07
- (4) Recommendation by Planning Director – Adoption of Ordinance with Clean-Up Text Amendments to the Municipal Code Regarding Vending Machines, Basements and Scenic Corridor Setbacks.
 - (a) Second Reading, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Deleting Chapter 5.48 Regarding Vending Machines, Amending Section 18.04.065 Regarding Basements and Amending Chapter 18.58 Regarding Special Setback Lines (Ordinance No. 2017-419)
- (5) Recommendation by Planning Director – Adoption of Ordinance with Amendments to Accessory Dwelling Unit Ordinance

- (a) Second Reading, Waive Further Reading, and Adopt an Ordinance Amending Sections of Title 18 [Zoning] of the Portola Valley Municipal Code Relative to Second Units (Ordinance No. 2017-420)
- (6) Recommendation by Planning Director – Adoption of Resolution Verifying Compliance with the State Surplus Land Act
 - (a) A Resolution of the Town Council of the Town of Portola Valley to Comply with Assembly Bill 2135, Surplus Land Act (Resolution No. 2724-2017)
- (7) Recommendation by Town Manager – 2017-2018 Salary Schedule
 - (a) A Resolution of the Town Council of the Town of Portola Valley Modifying the Salary Schedule for Fiscal Year 2017-2018 (Resolution No. _____) [*Removed from Consent Agenda.*]

Councilmember Wengert moved to approve Items 3, 4, 5, and 6 of the Consent Agenda. Seconded by Councilmember Richards, the motion carried 5-0, by roll call vote.

(2) Approval of Minutes: Town Council Regular Meeting of May 10, 2017. Councilmember Aalfs moved to approve Item 2. Seconded by Councilmember Wengert the motion carried 4-0, by roll call vote, with Councilmember Derwin abstaining.

- (7) Recommendation by Town Manager – 2017-2018 Salary Schedule
 - (a) A Resolution of the Town Council of the Town of Portola Valley Modifying the Salary Schedule for Fiscal Year 2017-2018 (Resolution No. _____) [*Removed from Consent Agenda.*]

Councilmember Wengert asked that staff prepare a more thorough analysis of the overall staffing plan and description of how this will work. She said she has never before seen a proposal for an across-the-board adjustment for all positions. She said she is always supportive of CPI adjustments, but the CPI adjustments do not apply to the ranges, but only to the salaries within the range. She suggested there be a full discussion of this as a full agenda item.

Town Manager Dennis said the maximum range has been adjusted on many occasions to accommodate the CPI. He said because many of the staff are at 97%-99% of the range, they cannot provide Cost of Living Adjustments (COLA) unless the maximum salary ranges are also adjusted. He said the proposal of 5% instead of 3.5% (the CPI) was to provide some additional flexibility. Councilmember Wengert said they need to review the analysis and have a discussion to be sure they understand decisions on COLA and salary ranges as they are viewed relative to the staff's marketplace positioning. Mayor Hughes said it made sense if the upper salary range needed to be adjusted to accommodate a CPI adjustment, but to increase the salary range beyond CPI requires more discussion and understanding. Town Manager Dennis said he was comfortable with the Council approving tonight a 3.5% increase to the salary ranges instead of the proposed 5%, and then having a separate analysis for anything beyond that. Town Manager Dennis said the data Council was requesting will require a compensation study that will take a number of months to complete, which he is happy to do.

Town Manager Dennis said there are at least three current staff members that cannot receive the proposed COLA if an adjustment to the maximum salary range is not approved. In response to Councilmember Wengert's question about going outside the range, Town Attorney Prince said the salary range was approved by the Town Council and there is an obligation to stay within that range. Town Attorney Prince said the Council could approve the range adjustment tonight so that the affected employees can receive their COLA and staff can come back with a more robust discussion on how to more appropriately adjust the ranges.

Councilmember Wengert said she is not asking for a large salary review and a full market study. She said she is asking for a less robust version of that – the history of the salary ranges, salaries, and COLA increases, and what the salary ranges are for the comparable positions in the five most relevant communities. Town Manager Dennis said that he can say anecdotally that from recent salary compensation studies done by other cities, Portola Valley is low.

Town Manager Dennis clarified that the proposal is not to adjust the salaries, but to adjust the upper end of the salary range by the CPI (3.5%). He was going to propose a COLA of 1.5% to the Finance Committee tomorrow night. He said if the 3.5% increase in the salary range is not approved tonight, he cannot propose the 1.5% COLA for staff because many are already at the upper end of the range. Mayor Hughes said the budget has not yet been approved and it can be all done as part of one thing. Town Manager Dennis said he could make the proposal to the Finance Committee with the caveat of “if the Council approves it.”

The Council requested this proposal be brought back as an agenda item.

REGULAR AGENDA [8:33 p.m.]

COMMITTEE REPORTS & REQUESTS

(8) Report from Trails & Paths Committee – Committee Annual Report

Alex Doherty of the Trails & Paths Committee presented the Committee’s Annual Report. He thanked Public Works Director Young for all the help after the tremendous winter and keeping everything in order. He said the Horse Fair was an amazing success despite the heat. He said the trails are finally drying out and starting to be opened up for horse travel. He said the Fall Hike will be held in November. In response to complaints and conflicts between horseback riders, hikers, and bicyclists on the trails, the Committee will be looking at approved trail use versus actual trail use. He said the Town’s new environmentally preferable purchasing practice has changed how the trails are used, especially this time of year, because they’ve stopped using herbicides. He said the trails have lost tread and get thinner and thinner until they get mowed, so they are working with Public Works Director Young to determine a plan to stay green and also keep the trails open and usable. He said a large part of the Old Spanish Trail got washed out and will be regraded in the coming week.

Mayor Hughes called for questions from the Council.

Councilmember Wengert asked if the Committee has seen any trendline in the conflicts on the trails. Mr. Doherty said there’s an understanding of what a trail should be used for by certain groups of people and other people don’t know that the local tradition is this a footpath or a horse trail and there shouldn’t be bikes. He said he thinks the biggest issue is being on a single-track trail, walking up a hill with your head down, and then a bike comes through in the other direction. He said the discussion is around balancing expectations of who you might run into on a trail versus planting a sign that says something is not allowed.

Councilmember Aalfs said the current Trails Use Ordinance was passed in 2007. He said there are some legal constraints on which trails can be opened to bicycles. He said the Trails & Paths Committee will start the discussion and Council decides if there are changes that should be made to the ordinance.

Mayor Hughes called for questions from the public. There were none.

STAFF REPORTS AND RECOMMENDATIONS

(9) Staff Presentation – EnerGov, Green Halo & Parks and Recreation Software

Planning Director Pedro presented demonstrations of new software being used by the Town staff.

Laserfiche, a records management software, was used to digitize all of the Town's parcel files, resulting in the ability for the public to conduct searches at the Town Center for permit records associated with properties. In response to Councilmember Derwin's question, Planning Director Pedro said the paper files are being kept in storage for a couple of years before being destroyed. In response to Vice Mayor Richards' question, Planning Director Pedro said the searches must be conducted at the Town Center and not online because some of the records are sensitive and there are some privacy concerns.

EnerGov, a permit management software system, was deployed in November 2016. EnerGov is a suite of modules that does permit tracking, business licensing, code enforcement, and public works. She said the Town did not buy all of the modules, but the system can be expanded later if desired. The software captured all the legacy data from the previous Microsoft Access records and incorporated it into the new system. She showed the various features of the software— project tracking, report generating, planning applications, project billing, customer deposit logs, time tracking, and public hearing notices. She thanked the Council for approving the purchase of this software, which not only replaced an outdated Access database, but also integrated multiple functions into one easily accessible program.

Mayor Hughes called for questions from the Council. There were none.

Town Manager Dennis said once staff gets up speed on the new systems, the time savings is fairly extraordinary. He said as more of these are put online and made available to residents, there is additional time savings.

Administrative Services Manager Susan Cope presented the Parks & Recreation classes software and demonstrated how it worked. She said they've finished the Winter session and brought in \$73,000, \$71,000 by credit card and \$1,967 by check. She said there was \$2,000 in credit card fees. She said \$43,000 came in for the Spring session, \$42,000 by credit card and \$1,000 by check. She said citizens can still come in and pay by check, using the same system. She said the traffic in the front office has decreased dramatically. She said everyone seems to be enjoying it. She said field and event rentals will be up by the end of this year.

In response to Councilmember Wengert's question, Ms. Cope said the classes are open to Portola Valley residents two weeks before being opened to others.

Mayor Hughes asked if other payment methods, such as PayPal, were being explored. Ms. Cope said they are looking into it and this program allows them to use other things such as American Express, Diners Club, but there are fees involved. She said they are still testing the waters. She said they currently only take Visa and MasterCard. She said the Town pays the credit card fees and there are no convenience surcharges passed on to the participants and it has been well worth it in the staff time saved. She said the business licenses do not take credit cards yet.

Mayor Hughes asked if this software can create reports of data that could be helpful for planning activities. Ms. Cope said the software does create very robust reports with very interesting data. Mayor Hughes said, for example, Parks & Recreation has been trying to study what programs are available and where there are gaps that can be filled. Ms. Cope said that the most revenue is brought in from the two children's classes – Creative Arts and Painted Rhino. She said people have asked for more classes and they have started to offer more classes. She said there is also a lot of interest in being a class instructor in Portola Valley.

Brandi de Garneau, Sustainability & Special Projects Manager, demonstrated the GreenHalo software program, which went into effect on February 25, 2017. She also showed the information gathered, such as recycling statistics and diversion rates for selected time periods. She said they have been working at setting the standards for complying with the ordinance, so they collectively made decisions about how to address and enforce things like dirt, asbestos, etc. She said Planning indicated there was some resistance from the smaller contractors the first time they used the system, but it is going quite smoothly now. Ms. de Garneau said it was important to make it a smooth experience for the contractors and she feels that with the combination of the Planning counter help and GreenHalo, the contractors are getting

great service. She said they've added diversion facilities to the system that have been suggested by contractors. She said San Mateo County is also now using GreenHalo and they've been working with them to update diversion numbers and share lists of haulers. She said staff has found that the information statistics they're getting from GreenHalo help them to better understand what's going on with regard to the types of materials being disposed of and where they're going. She said it's not necessarily less staff work, as was anticipated, but staff feels it results in higher verifiable compliance with the ordinance and is making the contractors more accountable and thoughtful about their tonnage, planning ahead, and knowing where it's going. She said the next steps will be looking at adjusting fees for some of the smaller projects. She said as more housing projects come in that are in the queue, they will look at their diversion rates to make sure the 75% is still achievable. Ms. de Garmeaux said, from a sustainability standpoint, being able to see the statistics is incredible. She also appreciates that it's transparent and the public can go to the website and see what's going on.

Vice Mayor Richards said he has used the system and there seems to be some inflexibility upfront as far as projecting potential tonnage of demolition and disposables. He said the contractors tend to use a very large number, and his intention is to waste almost nothing, but if he does that, he will be penalized if he goes over. He said it would be convenient to be able to adjust it as the project progresses. Ms. de Garmeaux said she will look into it. She said there is no penalty for going over the tonnage. She said there is only a penalty if they don't meet the diversion rate.

Vice Mayor Richards asked how re-use instead of diversion could be tracked. Mayor Hughes said that people will keep dirt on-site for a lot of projects so they ought to get credit for that. Ms. de Garmeaux said that was something they needed to figure out, because re-use is the best use, either on-site or in Town in another permitted project. She said they are asking applicants to photograph the dirt on-site and getting an affidavit from whatever project they're reusing it on. She said she, Planning, and the Building Department, developed a policy to deal with that and make sure it was consistent.

Town Manager Dennis said it is extraordinary that a very modest investment in some of the technology makes such a difference. He said as part of the '17/'18 budget proposal, there are two more tools being proposed – OpenGov and Accella.

(10) Recommendation by Town Manager – Trailer Bill to Implement Proposition 64 – Council Input

Town Manager Dennis said the League of California Cities (LCC) had concerns regarding the current draft language of the trailer bill. He presented the staff report regarding the Town's position.

Mayor Hughes called for questions from the Council.

Councilmember Derwin said she read the trailer bill. She said there were many sections in the legislation that talked about the Health and Safety Code, so she asked what specific State health and safety standards were not being addressed according to the LCC. Town Manager Dennis said the trailer bill calls out the Health and Safety Code sections that must be adhered to, but the language does not include a way to determine whether or not they are being adhered to and has no mechanism for enforcement. Town Attorney Prince said the County often enforces Health and Safety Codes. Town Manager Dennis said there is no link between the County having the opportunity and power to enforce within the current language.

Councilmember Derwin said Section 26160 says "Licensing authorities may examine records of the licensee and inspect the premises of a licensee as the licensing authority or State or local agency deems necessary to perform its duties." She said she is not comfortable commenting on the trailer bill.

Councilmember Wengert asked Town Attorney Prince if she had any of the same concerns about the recommendation from the League of California Cities. Town Attorney Prince said has not read the entire trailer bill. She said in general this is attempting to reconcile two pieces of distinct legislation. She said, with respect to the Town, medical marijuana retailers are not allowed. She said, based on the stance the

Town Council has taken, they will allow recreational retailers. She said Section 26160 is not clearly written. She said the LCC is saying there is no provision expressly empowering local governments to conduct enforcement. She agreed the proposed response is not clear and needs some cleaning up.

Mayor Hughes said bullet point #2 says the County has the authority to exercise authority relative to tobacco retailers. He said it must be narrower than that, surely not granting the authority to inspect the books or conduct audits of any tobacco retailer.

Councilmember Aalfs asked if the LCC provided draft language for a letter or draft modifications to the trailer bill. Town Manager Dennis said they provided three draft letters for three budget subcommittees. He said 90 percent of what they suggested was not germane to Portola Valley. He said this was the one area where he thought there could be some discussion.

Mayor Hughes asked the Council's consensus.

Councilmember Wengert asked Councilmember Derwin for her suggestion. Councilmember Derwin said if the Council does anything, she wants it to go through the Town Attorney.

Mayor Hughes asked what impact Portola Valley's opinion would have. Town Manager Dennis said this exercise is about being on the record, being involved and providing a voice, not necessarily to change anything. Town Attorney Prince said there is nothing in San Mateo County's enforcement of tobacco retailer permits that talks about the books, but there may be a greater need relative to cannabis retailers to have access to the books, because it's more likely all cash accounting – knowing what taxes are due and received and whether they're paid.

Councilmember Aalfs said Town Manager Dennis' point about providing a voice makes sense, whether or not what the Town says makes an impact. Mayor Hughes suggested something more general is drafted by the Town Attorney, saying the Town is generally concerned about the language and agrees with some of LCC's position, where it's not specific to the specific section. Something that says we'd like to make sure they're considering enforcement issues. Councilmember Derwin said general local control could be mentioned.

Councilmember Derwin moved to have the Town Attorney draft a memo expressing concern about the language and the enforcement issues. Seconded by Councilmember Wengert; the motion carried 5-0.

(11) Recommendation by Town Manager – Council Health Care Options

- (a) A Resolution of the Town Council of the Town of Portola Valley Authorizing Health Care Access for Councilmembers (Resolution No. 2725-2017)

Town Manager Dennis presented the staff report detailing the proposed resolution regarding healthcare options for Councilmembers and their dependents.

Mayor Hughes called for questions from the Council.

In response to Council questions, Town Manager Dennis said there would be a specified enrollment period; however, it was his understanding that Councilmembers could initially join after July 1 without waiting for the regular enrollment period.

Mayor Hughes said that the people who have the time to serve on the Council often don't have regular jobs that provide insurance and this is a great idea.

Councilmember Aalfs moved to adopt the Resolution of the Town Council of the Town of Portola Valley Authorizing Health Care Access for Councilmembers. Seconded by Councilmember Wengert; the motion carried 5-0.

(12) Recommendation by Town Manager – Not-for-Profit Agency Funding Requests

Town Manager Dennis presented the staff report detailing the nonprofit agency funding requests and recommended approval.

Vice Mayor Richards said under Discussion the total says \$15,938 but later it says \$16,188. Town Manager Dennis apologized for the typographical error.

Councilmember Derwin said Sustainable Silicon Valley has not been awarded money in the past. Town Manager Dennis referred to their request letter. He said he had a brief conversation with them and is familiar with the work that they do. He said the Council has, in the past, indicated some level of interest in the area of water, so he thought this would be a good place to make a modest contribution. Councilmember Derwin said she was not aware they worked in San Mateo County. Town Manager Dennis said they did.

Councilmember Aalfs moved to approve the Not-For-Profit Agency Funding Requests. Seconded by Vice Mayor Richards; the motion carried 5-0.

(13) Recommendation by Town Manager – Town Council Agenda Setting Policy

Town Manager Dennis presented the staff report regarding agenda setting policies. He said although there is no Brown Act issue, there are times it feels a little awkward when a Councilmember has an issue to bring forward and brings it to the Mayor and Vice Mayor but two other Councilmembers are not aware of it. He wanted to just bring this up to see if the Council had any opinions on the matter.

Councilmember Derwin asked if any Councilmembers had complained about the current process. Town Manager Dennis said they had not, the question was from him.

Mayor Hughes said just because there haven't been any complaints did not mean there would not be future complaints. He said there should be a policy in place if it is something of concern.

In response to Councilmember Wengert's question, Town Manager Dennis said Councilmembers have called him requesting to put something in the agenda. She asked if it would cause discomfort if she, for example, called to ask for something to be put on the agenda. Town Manager Dennis said it could. He said with the current Council this is not remotely an issue and is not a reflection of where things are now. He said, however, there are more formal mechanisms that exist. He said most cities have on their agendas an opportunity for a Councilmember to request things to be placed on an agenda. He said by doing it a little more formally, it provides an opportunity for the public to attend. He stressed it is not a current problem, but he wanted to bring it up for consideration.

Councilmember Aalfs said he's comfortable with how it currently works and the flexibility it allows. Councilmember Wengert agreed. Mayor Hughes said he could foresee a situation where a more formal mechanism may be better. He said he wouldn't want the Mayor and Vice Mayor to be able to veto having something placed on an agenda. He said a Councilmember should be able to ask the Town Manager to put something on the agenda without the Mayor's and Vice Mayor's approval. Town Attorney Prince said that potential does exist, even with the current form. For example, Councilmember Wengert asks the Town Manager to put something on the agenda and the Mayor and Vice Mayor say no, and Councilmember Wengert writes a letter that goes into the Digest. As part of the Council's discussion, they vote and decide if it should be on the agenda. Councilmember Derwin said a case could be expressed under Oral Communications. Mayor Hughes said currently the Mayor or Vice Mayor could deny any request to put an item on the agenda, although that has never happened. Town Manager Dennis said it would be more difficult to handle if it ever became an issue and he would prefer to be proactive about it. Councilmember Aalfs said the flipside is that if the policy is modified, then any Councilmember could raise any inflammatory issue to the agenda. Mayor Hughes said if that happened, and the other four

Councilmembers didn't want to discuss it, they could make a motion to table the issue and move on to the next agenda item.

Mayor Hughes suggested circulating the roll-forward agenda to the whole Council. Town Attorney Prince advised against that idea.

The Council agreed to keep the policy as is with no modifications.

(14) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Councilmember Derwin – Attended the Planning Commission meeting where they discussed the Annual Housing Element Progress Report. They discussed surveying teachers to see if they would be interested in ADUs. Planning Director Pedro presented a house size analysis from 2006 to 2016. The conclusion was that houses are not necessarily getting bigger but there are more basements. She and Town Manager Dennis attended the C/CAG Admin meeting. She attended the Council of Cities meeting in East Palo Alto on May 19. She said speakers were from the Ravenswood Family Health Center and The Primary School. She attended a Library meeting where they discussed the budget and heard an overview of the year's achievements. She said the Library is trying to use up some of the reserves with several projects. She said they are considering partnering with Meals on Wheels so they can deliver library books to patrons. Councilmembers Derwin and Wengert attended the Finance Committee meeting where they looked at the monthly investments, reviewed the quarterly investment report, reviewed the draft final C/CAG program budget and member fees, and reviewed the prefunding of OPEB. Councilmember Wengert said there is continuing discussion regarding why there are pools of money sitting around.

Councilmember Aalfs – Attended the SERC Committee meeting last week where there was a presentation by Steve Schmidt from Home Energy Analytics. Attended last week's Trails and Paths Committee meeting where they discussed annual maintenance. He said the issue of bikes on the trails does not appear to be at a crisis level and the review of the trail uses is a proactive action. He said he did not attend the ASCC meeting, but discussed the meeting with Chair Dave Ross. He said they discussed three routine residential projects. He said they also discussed reaching out to realtors again to remind them that permits are necessary for tree removals. Town Manager Dennis said he and Planning Director Pedro are looking to see if there's something they can do regarding that issue.

Councilmember Wengert – Attended the HEART fundraiser with Councilmember Derwin and Town Manager Dennis on May 11.

Vice Mayor Richards – Attended the Cultural Arts Committee meeting where they discussed the three upcoming concerts – June 15, July 20, and August 17. He attended the Conservation Committee meeting on May 23, where they discussed real estate agents having trees removed without permits. They discussed adding a note in the construction rules for contractors regarding dealing with invasives. They discussed whether the Open Space Committee or Conservation Committee should review Town open spaces.

Mayor Hughes – Met with a Palo Alto Councilmember and the Mayor of Los Altos Hills where they discussed the Foothills Park.

(15) Town Manager Report – Town Manager Dennis reported that Caltrain received its full Federal electrification amount. Town Manager Dennis and Public Works Director Young met with representatives from FEMA to discuss Upper Alpine Road issues. He said that because of the designation of the road, the Town will be looking for funding from the State because FEMA does not support it; however, FEMA will reimburse for debris removal including staff time. Town Manager Dennis will present the Town budget to the Finance Committee on May 25. He said he will meet with the Neighborhood Watch Captains on June 6 where they will discuss how staff can further support them and also discuss signs. He said he will attend, along with Mayor Hughes, the ABAG General Assembly meeting on June 5 to discuss their budget and the merger. He said staff is at the start of the busiest event period of the year. He said the

Hazard Mitigation Plan is now in its maintenance period. He said he met with Christina Corpus and Victor Lopez, with the Sheriff's Office. They discussed holding an event later in July with Councilmembers there to greet the workforce community. He said Public Works Director Young reported that a lot of mowing and invasive weeding will be going on for the next couple of weeks. Town Manager Dennis thanked the Woodside Fire Protection District for donating CERT backpacks with work gloves, wrenches, water bottles, and hardhats to staff.

Mayor Hughes asked if the Board of Supervisors will discuss the ALPRs at their June 6 meeting. Town Manager Dennis said the Sheriff's Office will have their portion of the ALPR installation on the Board's consent agenda for June 6. Town Manager Dennis will be available to voice the Town's support if the item gets pulled off the consent agenda. He said Mayor Hughes and Vice Mayor Richards have also indicated they will attend if necessary. In response to Councilmember Derwin's question, Town Manager Dennis said the Town will only have to pay for two ALPRs.

WRITTEN COMMUNICATIONS [10:22 p.m.]

(16) Town Council Digest – May 12, 2017

#5 – Letter from Brent Family Residence re Leaf Blowers in Portola Valley. Councilmember Aalfs asked if the Town was considering regulation to ban leaf blowers. Mayor Hughes said it may have been a misinterpretation of Danna Breen's comments on the Forum. Town Manager Dennis said the Town budget is proposing the purchase of a couple of electric leaf blowers.

(17) Town Council Digest – May 19, 2017

#6 – Letter from Congresswoman Eshoo's Office re: Update on FAA Response Regarding Aircraft Noise. Town Manager Dennis said this has generated a few calls from residents asking what this means, where things are going. Town Manager Dennis said his interpretation was that there was something coming fairly soon.

ADJOURNMENT [10:25 p.m.]

Mayor Hughes adjourned the meeting.

Mayor

Town Clerk

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

A&B ROOFING	Refund Deposit, 2 Sunhill	18634	06/14/2017	
			06/14/2017	
2347 HARDING AVENUE	0684		06/14/2017	0.00
REDWOOD CITY	BOA	51640	06/14/2017	0.00
CA 94062				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	51640	Total:	1,000.00
Total for	A&B ROOFING		1,000.00

ALLIANT INSURANCE SERVICES,	Special Event Ins, Horse Fair	18635	06/14/2017	
	2017		06/14/2017	
INC.	0685		06/14/2017	0.00
NEWPORT BEACH	BOA	51641	06/14/2017	0.00
CA 92660	624816			306.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4167	Trails & Paths Committee	306.00	0.00

Check No.	51641	Total:	306.00
Total for	ALLIANT INSURANCE SERVICES,		306.00

ANIMAL DAMAGE MGMT INC	May Pest Control	18636	06/14/2017	
			06/14/2017	
16170 VINEYARD BLVD. #150	804		06/14/2017	0.00
MORGAN HILL	BOA	51642	06/14/2017	0.00
CA 95037	98905			295.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	172.50	0.00
05-66-4342	Landscape Supplies & Services	122.50	0.00

Check No.	51642	Total:	295.00
Total for	ANIMAL DAMAGE MGMT INC		295.00

AT&T (2)	May M/W	18637	06/14/2017	
			06/14/2017	
P.O. BOX 5025	877		06/14/2017	0.00
CAROL STREAM	BOA	51643	06/14/2017	0.00
IL 60197-5025				66.89

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	66.89	0.00

Check No.	51643	Total:	66.89
Total for	AT&T (2)		66.89

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

BACKYARD CARNIVALS	Town Picnic, Activity Rentals	18693	06/14/2017	
DBA The Fun and Game Experts		00006465	06/14/2017	
3381 VINCENT ROAD	834		06/14/2017	0.00
PLEASANT HILL	BOA	51644	06/14/2017	0.00
CA 94523	5563			2,710.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4158	Parks & Recreation Committee	2,710.00	2,710.00

Check No.	51644	Total:	2,710.00
Total for	BACKYARD CARNIVALS		2,710.00

C+C, SOCIAL MARKETING & PR	Drought Communications, PCE	18638	06/14/2017	
Colehour + Cohen, Inc.			06/14/2017	
1011 WESTERN AVENUE	1605		06/14/2017	0.00
SEATTLE	BOA	51645	06/14/2017	0.00
WA 98104	6686			756.25

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4335	Sustainability	756.25	0.00

Check No.	51645	Total:	756.25
Total for	C+C, SOCIAL MARKETING & PR		756.25

CALIFORNIA WATER SERVICE CO	4/12/17 - 5/9/17 Statements	18639	06/14/2017	
			06/14/2017	
3525 ALAMEDA DE LAS PULGAS	0011		06/14/2017	0.00
MENLO PARK	BOA	51646	06/14/2017	0.00
CA 94025844				4,477.61

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	4,477.61	0.00

Check No.	51646	Total:	4,477.61
Total for	CALIFORNIA WATER SERVICE CC		4,477.61

CARANO, BANDEL	Refund Deposit, 1260 Westridge	18640	06/14/2017	
			06/14/2017	
525 UNIVERSITY AVENUE,	0686		06/14/2017	0.00
PALO ALTO	BOA	51647	06/14/2017	0.00
CA 94301				25,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	25,000.00	0.00

Check No.	51647	Total:	25,000.00
Total for	CARANO, BANDEL		25,000.00

CENTRAL BAY ROOFING	Deposit Refund, 628 Westridge	18671	06/14/2017	
			06/14/2017	
1814 CLEMENT AVENUE	0691		06/14/2017	0.00
ALAMEDA	BOA	51648	06/14/2017	0.00
CA 94501				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

96-54-4205	C&D Deposit		1,000.00	0.00
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Check No.	51648	Total:	1,000.00
Total for	CENTRAL BAY ROOFING		1,000.00

CITY OF BURLINGAME	Dinner/Mtg, Wengert/Derwin	18666	06/14/2017	
			06/14/2017	
ATTN: DORIS MORTENSEN	625		06/14/2017	0.00
BURLINGAME	BOA	51649	06/14/2017	0.00
CA 94010				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4327	Educ/Train: Council & Commissn	100.00	0.00

Check No.	51649	Total:	100.00
Total for	CITY OF BURLINGAME		100.00

CLEANSTREET	May Litter/Street Clean	18678	06/14/2017	
			06/14/2017	
1937 W. 169TH STREET	0034		06/14/2017	0.00
GARDENA	BOA	51650	06/14/2017	0.00
CA 90247-5254	86640			1,652.56

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	74.00	0.00
20-60-4266	Litter Clean Up Program	897.94	0.00
20-60-4266	Litter Clean Up Program	680.62	0.00

Check No.	51650	Total:	1,652.56
Total for	CLEANSTREET		1,652.56

COMCAST	WiFi, 5/21/17 - 6/20/17	18641	06/14/2017	
			06/14/2017	
P.O. BOX 34744	0045		06/14/2017	0.00
SEATTLE	BOA	51651	06/14/2017	0.00
WA 98124-1227				45.71

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	45.71	0.00

Check No.	51651	Total:	45.71
Total for	COMCAST		45.71

COTTON SHIRES & ASSOC. INC.	April Applicant Charges	18642	06/14/2017	
			06/14/2017	
330 VILLAGE LANE	0047		06/14/2017	0.00
LOS GATOS	BOA	51652	06/14/2017	0.00
CA 95030-7218				16,553.22

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4190	Geoloqist - Charges to Appls	16,553.22	0.00

Check No.	51652	Total:	16,553.22
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for	COTTON SHIRES & ASSOC. INC.	16,553.22
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DELTA BLUEGRASS COMPANY	Ford Field, Infield Edge Renovation Project	18683	06/14/2017	
P.O. BOX 307	574		06/14/2017	0.00
STOCKTON	BOA	51653	06/14/2017	0.00
CA 95201	0837734			2,362.50

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4531	Ford Field Renovation	2,362.50	0.00

Check No.	51653	Total:	2,362.50
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Total for	DELTA BLUEGRASS COMPANY	2,362.50
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LORRAINE R. DUVAL	Neighborhood Watch Coordinator Svcs., 4/17/17 - 5/21/17	18643	06/14/2017	
340 GOLDEN OAK DRIVE	0652		06/14/2017	0.00
PORTOLA VALLEY	BOA	51654	06/14/2017	0.00
CA 94028				640.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	640.00	0.00

Check No.	51654	Total:	960.00
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Total for	LORRAINE R. DUVAL	960.00
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FEDEX	Shipping Charges, On Acct	18664	06/14/2017	
P.O. BOX 7221	0066		06/14/2017	0.00
PASADENA	BOA	51655	06/14/2017	0.00
CA 91109-7321	5-807-33147			42.94

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	42.94	0.00

Check No.	51655	Total:	42.94
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Total for	FEDEX	42.94
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KEIRSTEN FISCHER	Refund Deposit, Event 5/28/17	18644	06/14/2017	
808 PORTOLA ROAD	0687		06/14/2017	0.00
PORTOLA VALLEY	BOA	51656	06/14/2017	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	51656	Total:	100.00
Total for	KEIRSTEN FISCHER		100.00

FULL RANGE LANDSCAPE CO.	Historic Schoolhouse Reno Proj	18686	06/14/2017	
	Irrigation Replacement		06/14/2017	
LANDSCAPE DESIGN & CONSTRUCT	0591		06/14/2017	0.00
PALO ALTO	BOA	51657	06/14/2017	0.00
CA 94303				319.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	319.00	0.00

Check No.	51657	Total:	319.00
Total for	FULL RANGE LANDSCAPE CO.		319.00

TODD W. GEBHART	Deposit Refund, 110 Tan Oak	18667	06/14/2017	
			06/14/2017	
110 TAN OAK	0539		06/14/2017	0.00
PORTOLA VALLEY	BOA	51658	06/14/2017	0.00
CA 94028				1,824.07

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,824.07	0.00

Check No.	51658	Total:	1,824.07
Total for	TODD W. GEBHART		1,824.07

STEPHEN GILLETT	Deposit Refund, 120 Cervantes	18672	06/14/2017	
	VOID #51537 Issued 4/26/17		06/14/2017	
120 CERVANTES ROAD	0620		06/14/2017	0.00
PORTOLA VALLEY	BOA	51659	06/14/2017	0.00
CA 94028				30,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	30,000.00	0.00

Check No.	51659	Total:	30,000.00
Total for	STEPHEN GILLETT		30,000.00

GO NATIVE INC	PVTC Landscape Management	18675	06/14/2017	
	March 2017	00006414	06/14/2017	
P.O. BOX 370103	632		06/14/2017	0.00
MONTARA	BOA	51660	06/14/2017	0.00
CA 94037	3020			6,807.75

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	6,807.75	4,350.00

Check No.	51660	Total:	6,807.75
Total for	GO NATIVE INC		6,807.75

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
ENID HELENE	Deposit Refund, Picnic Event	18665	06/14/2017	
	5/31/17 - 6/1/17		06/14/2017	
22 BERESFORD COURT	0690		06/14/2017	0.00
SAN MATEO	BOA	51661	06/14/2017	0.00
CA 94403				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

Check No.	51661	Total:	100.00
Total for	ENID HELENE		100.00

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
HILLYARD, INC	Janitorial Supplies	18680	06/14/2017	
		00006461	06/14/2017	
P.O. BOX 843025	531		06/14/2017	0.00
KANSAS CITY	BOA	51662	06/14/2017	0.00
MO 64184-3025	602547156, 602537954			458.27

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	152.75	537.87
05-66-4341	Community Hall	152.76	537.88
25-66-4340	Building Maint Equip & Supp	152.76	537.88

Check No.	51662	Total:	458.27
Total for	HILLYARD, INC		458.27

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
HORIZON	Sprinkler Heads/ Parts, Fields	18696	06/14/2017	
		00006467	06/14/2017	
P.O. BOX 52758	0289		06/14/2017	0.00
PHOENIX	BOA	51663	06/14/2017	0.00
AZ 85072-2758	1N299595			1,233.51

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	1,233.51	1,233.51

Check No.	51663	Total:	1,233.51
Total for	HORIZON		1,233.51

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
JINX JONES	Band, Summer Concert Series	18694	06/14/2017	
		00006470	06/14/2017	
6072 VALLEY VIEW ROAD	0688		06/14/2017	0.00
OAKLAND	BOA	51664	06/14/2017	0.00
CA 94611				750.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	750.00	750.00

Check No.	51664	Total:	750.00
Total for	JINX JONES		750.00

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
JORGENSON SIEGEL MCCLURE & FLEGEL	April Statement	18646	06/14/2017	
1100 ALMA STREET	0089		06/14/2017	0.00
MENLO PARK	BOA	51665	06/14/2017	0.00
CA 94025				13,912.50
GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4182	Town Attorney	12,565.00	0.00	
96-54-4186	Attorney - Charges to Appls	1,347.50	0.00	

Check No.	51665	Total:	13,912.50
Total for	JORGENSON SIEGEL MCCLURE &		13,912.50

STEPHEN KIRBY	Sound Reinforcement, 6/15/17	18692	06/14/2017	
		00006469	06/14/2017	
4811 TONINO DRIVE	0541		06/14/2017	0.00
SAN JOSE	BOA	51666	06/14/2017	0.00
CA 95136				900.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4150	Cultural Arts Committee	900.00	900.00	

Check No.	51666	Total:	900.00
Total for	STEPHEN KIRBY		900.00

KUTZMANN & ASSOCIATES	January Plan Check	18647	06/14/2017	
			06/14/2017	
39355 CALIFORNIA STREET	0090		06/14/2017	0.00
FREMONT	BOA	51667	06/14/2017	0.00
CA 94538				11,674.44
GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4200	Plan Check Services	11,674.44	0.00	

Check No.	51667	Total:	26,570.17
Total for	KUTZMANN & ASSOCIATES		26,570.17

LOS GATOS ROOFING	Refund Deposit, 385 Westridge	18648	06/14/2017	
			06/14/2017	
PO BOX 1726	862		06/14/2017	0.00
LOS GATOS	BOA	51668	06/14/2017	0.00
CA 95031				1,000.00
GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4205	C&D Deposit	1,000.00	0.00	

Check No.	51668	Total:	1,000.00
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for LOS GATOS ROOFING 1,000.00

LYNGSO GARDEN MATERIALS INC	TC Landscaping, Mocha Chip	18684	06/14/2017	
			06/14/2017	
19 SEAPORT BOULEVARD	923		06/14/2017	0.00
REDWOOD CITY	BOA	51669	06/14/2017	0.00
CA 94063	932628			65.79

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	65.79	0.00

Check No. 51669 Total: 65.79

Total for LYNGSO GARDEN MATERIALS INC 65.79

M. BRIGHT PAINTING INC.	Painting in CH/ Town Hall	18687	06/14/2017	
			06/14/2017	
2072 KINGS LANE	530		06/14/2017	0.00
SAN MATEO	BOA	51670	06/14/2017	0.00
CA 94402	1004			1,120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	560.00	0.00
05-66-4341	Community Hall	560.00	0.00

M. BRIGHT PAINTING INC. 18688 06/14/2017

06/14/2017

2072 KINGS LANE	530		06/14/2017	0.00
SAN MATEO	BOA	51670	06/14/2017	0.00
CA 94402	1001			6,200.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	0.00	0.00
25-66-4340	Building Maint Equip & Supp	6,200.00	0.00

Check No. 51670 Total: 7,320.00

Total for M. BRIGHT PAINTING INC. 7,320.00

DELLE MAXWELL	Deposit Refund, 40 Minoca Rd	18649	06/14/2017	
			06/14/2017	
40 MINOCA ROAD	0543		06/14/2017	0.00
PORTOLA VALLEY	BOA	51671	06/14/2017	0.00
CA 94028				5,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	5,000.00	0.00

Check No. 51671 Total: 5,000.00

Total for DELLE MAXWELL 5,000.00

MIG-TRA	Environmental Consult Svcs-Mar	18690	06/14/2017	
			06/14/2017	
800 HEARST AVE	1417		06/14/2017	0.00
BERKELEY	BOA	51672	06/14/2017	0.00
CA 94710	0048295			257.50

GL Number	Description	Invoice Amount	Amount Relieved
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

15-68-4414	CIP Spring Down OpSpa Imp	257.50	0.00	
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Check No.	51672	Total:	257.50
Total for	MIG-TRA		257.50

NCE	2016-17 Street Re-Surf Project	18685	06/14/2017	
Nichols Consulting Engineers	Field Investigation/Inventory		06/14/2017	
1885 S. ARLINGTON AVE	0183		06/14/2017	0.00
RENO	BOA	51673	06/14/2017	0.00
NV 89509	424205506, 424205505			3,065.52

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4503	CIPStreetDesignFutureFY	3,065.52	0.00

Check No.	51673	Total:	3,065.52
Total for	NCE		3,065.52

NOLTE ASSOCIATES, INC. NV5	April Applicant Charges	18650	06/14/2017	
			06/14/2017	
P.O. BOX 93243	0104		06/14/2017	0.00
LAS VEGAS	BOA	51674	06/14/2017	0.00
NV 89193-3243	65016			5,057.50

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	5,057.50	0.00

Check No.	51674	Total:	5,057.50
Total for	NOLTE ASSOCIATES, INC. NV5		5,057.50

O. NELSON & SON, INC.	Emergency Clean-up	18681	06/14/2017	
			06/14/2017	
3345 TRIPP ROAD	634		06/14/2017	0.00
WOODSIDE	BOA	51675	06/14/2017	0.00
CA 94062	191			7,776.51

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage / Emerg Repairs	7,776.51	0.00

Check No.	51675	Total:	7,776.51
Total for	O. NELSON & SON, INC.		7,776.51

PAW PRINTS	2017 Town Picnic Banners	18651	06/14/2017	
			06/14/2017	
3166 BAY ROAD	857		06/14/2017	0.00
REDWOOD CITY	BOA	51676	06/14/2017	0.00
CA 94063	30656			76.13

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4158	Parks & Recreation Committee	76.13	0.00

Check No.	51676	Total:	76.13
Total for	PAW PRINTS		76.13

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

PEELLE TECHNOLOGIES, INC	Document Scanning/Indexing	18669	06/14/2017	
			06/14/2017	
197 EAST HAMILTON AVE	961		06/14/2017	0.00
CAMPBELL	BOA	51677	06/14/2017	0.00
CA 95008	TOPV3026			1,392.87

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	1,392.87	0.00

PEELLE TECHNOLOGIES, INC	Document Scanning, Parcel File Project	18670	06/14/2017	
			06/14/2017	
197 EAST HAMILTON AVE	961		06/14/2017	0.00
CAMPBELL	BOA	51677	06/14/2017	0.00
CA 95008	TOPV3028			476.05

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	476.05	0.00

Check No.	51677	Total:	1,868.92
Total for	PEELLE TECHNOLOGIES, INC		1,868.92

PERS HEALTH	June Health Premium	18697	06/14/2017	
			06/14/2017	
VIA EFT	0108		06/14/2017	0.00
	BOA	51678	06/14/2017	0.00
				13,911.06

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	13,911.06	0.00

Check No.	51678	Total:	13,911.06
Total for	PERS HEALTH		13,911.06

PLATINUM FACILITY SERVICES	May Janitorial	18679	06/14/2017	
			06/14/2017	
1530 OAKLAND RD., #150	402		06/14/2017	0.00
SAN JOSE	BOA	51679	06/14/2017	0.00
CA 95112	28175			2,987.51

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	722.01	0.00
05-66-4344	Janitorial Services	1,487.65	0.00
25-66-4344	Janitorial Services	777.85	0.00

Check No.	51679	Total:	2,987.51
Total for	PLATINUM FACILITY SERVICES		2,987.51

MARIANNE PLUNDER	Reimbursement, Wildflower Seed	18652	06/14/2017	
			06/14/2017	
35 KIOWA COURT	0215		06/14/2017	0.00
PORTOLA VALLEY	BOA	51680	06/14/2017	0.00
CA 94028				163.09

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4144	Conservation Committee	163.09	0.00

Check No.	51680	Total:	163.09
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount

Total for MARIANNE PLUNDER 163.09

PORTOLA VALLEY HARDWARE	April/May Statement	18689	06/14/2017	
			06/14/2017	
112 PORTOLA VALLEY ROAD	0114		06/14/2017	0.00
PORTOLA VALLEY	BOA	51681	06/14/2017	0.00
CA 94028				1,486.37

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	495.66	0.00
05-60-4267	Tools & Equipment	720.63	0.00
05-64-4334	Vehicle Maintenance	18.97	0.00
05-66-4340	Building Maint Equip & Supp	251.11	0.00

Check No. 51681 Total: 1,486.37

Total for PORTOLA VALLEY HARDWARE 1,486.37

CYNTHIA RICHARDSON	May Planning Consultant Svcs	18668	06/14/2017	
dba Richardson Consulting			06/14/2017	
24 CAMPBELL LANE	1250		06/14/2017	0.00
MENLO PARK	BOA	51682	06/14/2017	0.00
CA 94025				9,555.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	945.00	0.00
96-54-4198	Planner - Charges to Appls	8,610.00	0.00

Check No. 51682 Total: 9,555.00

Total for CYNTHIA RICHARDSON 9,555.00

MATT ROLLEFSON	Refund Deposit, 169 Wayside	18653	06/14/2017	
			06/14/2017	
169 WAYSIDE ROAD	0649		06/14/2017	0.00
PORTOLA VALLEY	BOA	51683	06/14/2017	0.00
CA 94028				570.68

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	570.68	0.00

Check No. 51683 Total: 570.68

Total for MATT ROLLEFSON 570.68

RON RAMIES AUTOMOTIVE, INC.	'01 Chevy, Smog Test & Cert	18654	06/14/2017	
			06/14/2017	
115 PORTOLA ROAD	422		06/14/2017	0.00
PORTOLA VALLEY	BOA	51684	06/14/2017	0.00
CA 94028	54704			75.25

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	75.25	0.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

RON RAMIES AUTOMOTIVE, INC.	April Fuel Statement	18655	06/14/2017	
			06/14/2017	
115 PORTOLA ROAD	422		06/14/2017	0.00
PORTOLA VALLEY	BOA	51684	06/14/2017	0.00
CA 94028				410.54

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	410.54	0.00

RON RAMIES AUTOMOTIVE, INC.	'87 Ford, Oil Svc/Smog	18695	06/14/2017	
		00006468	06/14/2017	
115 PORTOLA ROAD	422		06/14/2017	0.00
PORTOLA VALLEY	BOA	51684	06/14/2017	0.00
CA 94028	54771			645.65

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	645.65	645.65

Check No.	51684	Total:	1,131.44
Total for	RON RAMIES AUTOMOTIVE, INC.		1,131.44

SIGNATURE BUILDERS	Deposit Refund, 1100 Westridge	18656	06/14/2017	
			06/14/2017	
614 MOUNTAIN VIEW AVENUE	0596		06/14/2017	0.00
BELMONT	BOA	51685	06/14/2017	0.00
CA 94002				800.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	800.00	0.00

Check No.	51685	Total:	800.00
Total for	SIGNATURE BUILDERS		800.00

STANDARD INSURANCE CO.	May LTD/Life Premium	18657	06/14/2017	
			06/14/2017	
PO BOX 5676	0469		06/14/2017	0.00
PORTLAND	BOA	51686	06/14/2017	0.00
OR 97228				397.21

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4091	Long Term Disability Insurance	397.21	0.00

Check No.	51686	Total:	397.21
Total for	STANDARD INSURANCE CO.		397.21

STATE COMP INSURANCE FUND	June Premium	18661	06/14/2017	
			06/14/2017	
PO BOX 748170	0122		06/14/2017	0.00
LOS ANGELES	BOA	51687	06/14/2017	0.00
CA 90074-8170				2,501.50

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	2,501.50	0.00

Check No.	51687	Total:	2,501.50
Total for	STATE COMP INSURANCE FUND		2,501.50

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

DAVID TOOLE	Refund Deposit, 250 Alamos	18658	06/14/2017	
			06/14/2017	
250 ALAMOS ROAD	0689		06/14/2017	0.00
PORTOLA VALLEY	BOA	51688	06/14/2017	0.00
CA 94028				10,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	10,000.00	0.00

Check No.	51688	Total:	10,000.00
Total for	DAVID TOOLE		10,000.00

TOWN OF WOODSIDE	Earth Fair 2017	18659	06/14/2017	
			06/14/2017	
P.O. BOX 620005	541		06/14/2017	0.00
WOODSIDE	BOA	51689	06/14/2017	0.00
CA 94062	003			4,005.36

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4335	Sustainability	4,005.36	0.00

Check No.	51689	Total:	4,005.36
Total for	TOWN OF WOODSIDE		4,005.36

VERIZON WIRELESS	May Cellular	18662	06/14/2017	
			06/14/2017	
P.O. BOX 660108	0131		06/14/2017	0.00
DALLAS	BOA	51690	06/14/2017	0.00
TX 75266-0108	9786430343			417.60

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	417.60	0.00

Check No.	51690	Total:	417.60
Total for	VERIZON WIRELESS		417.60

VORTEX INDUSTRIES, INC.	Repairs to Library ADA Door	18682	06/14/2017	
			06/14/2017	
File 1095	0581		06/14/2017	0.00
1801 W. OLYMPIC BLVD	BOA	51691	06/14/2017	0.00
PASADENA	45-1134984-1			271.00
CA 91199				

GL Number	Description	Invoice Amount	Amount Relieved
25-66-4346	Mechanical Sys Maint & Repair	271.00	0.00

Check No.	51691	Total:	271.00
Total for	VORTEX INDUSTRIES, INC.		271.00

KATHY WADDELL	Instructor Fees, Spring 2017	18660	06/14/2017	
			06/14/2017	
460 CERVANTES ROAD	1354		06/14/2017	0.00
PORTOLA VALLEY	BOA	51692	06/14/2017	0.00
CA 94028				5,280.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	5,280.00	0.00

Check No.	51692	Total:	5,280.00
Total for	KATHY WADDELL		5,280.00

Total Invoices: 59

Grand Total:	225,269.64
Less Credit Memos:	0.00
Net Total:	225,269.64
Less Hand Check Total:	0.00
Outstanding Invoice Total:	225,269.64

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
June 14, 2017

Claims totaling \$225,269.64 having been duly examined by me and found to be correct are hereby approved and verified by me as due bills against the Town of Portola Valley.

Date _____

Jeremy Dennis, Treasurer

Motion having been duly made and seconded, the above claims are hereby approved and allowed for payment.

Signed and sealed this (Date) _____

Sharon Hanlon, Town Clerk

Mayor



TOWN OF PORTOLA VALLEY STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Howard Young, Public Works Director

DATE: June 14, 2017

RE: Adopt a resolution to authorize the filing of an application for funding assigned to the Metropolitan Transportation Commission (MTC), and agree to commit the necessary non-federal matching funds and state the assurance to complete the project

RECOMMENDATION

Staff recommends that the Town Council adopt a resolution to authorize the filing of an application for funding from the Metropolitan Transportation Commission (MTC), and agree to commit the necessary non-federal matching funds and state the assurance to complete the 2017/2018 Street Resurfacing of Federal Aid Routes project.

BACKGROUND

The Town, as part of a countywide funding commitment, coordinated and adopted, by the City/County Association of Governments (C/CAG) on May 12, 2016 and revised May 11, 2017, was allocated funding under the MTC One Bay Area Grant Program (OBAG 2) for roadway rehabilitation projects through the Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ). Under this commitment, Portola Valley would receive \$201,000 in allocated grant funds for roadway rehabilitation projects. The City/County Association of Governments (C/CAG) informed the Town of Portola Valley that MTC requires that the Town Council adopt a template resolution of local support and assurance to complete the project in order to program the STP/CMAQ funds. The resolutions are in strict format provided by the MTC.

In addition, to obtain the STP/CMAQ funds, the funding sources require a local match of at least 11.47%. The STP/CMAQ fund amount to be allocated to the Town of Portola Valley is approximately \$201,000 (88.53%). The local match would be approximately \$26,041.68 (11.47%).

The Town previously received MTC OBAG 1 funds in 2013/2014.

DISCUSSION

By authorizing the filing of an application and adopting the resolution to complete the 2017/2018 Street Resurfacing of Federal Aid Routes project, the funds assigned to MTC will be programmed into a comprehensive listing of surface transportation capital projects that can receive federal funds. Once programmed, staff will develop and implement the project for construction in Fiscal Year 2018-19.

The STP/CMAQ funds must be used on federally eligible Town streets only. Based on the list of eligible streets the project may include various sections of the following streets: Alpine Road, Portola Road, and Golden Oaks Drive. Further analysis of these streets is needed to finalize the project list and scope. Federal-aid projects generally require more staff time because they require more administrative procedures.

FISCAL IMPACT

The \$201,000 (88.53%) grant requires local matching funds of \$26,041.68 (11.47%) for a project funding total of \$227,041.68. The additional \$26,041.68 in local match will come from the Towns Annual CIP Street Resurfacing program funds that will be budgeted in the appropriate future Town Budget. Other additional anticipated costs will be budgeted for after analysis of streets is complete and the final scope of work is determined. These include preparation of construction plans, reports, documents, and additional coordination that is required by Caltrans. The final project will be brought forth to the Council in FY 2018-198 for approval to solicit public bids. This project may be combined with the Towns annual street resurfacing project.

After the STP/CMAQ funds are allocated for Town use and the project construction is underway, the Town will invoice Caltrans and receive the STP/CMAQ funds in the form of a reimbursement.

ATTACHMENT

1. Resolution

Approved by: Jeremy Dennis, Town Manager



RESOLUTION NO. _____-2017

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY
AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO MTC AND
COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING ASSURANCE TO
COMPLETE THE PROJECT**

WHEREAS, the Town of Portola Valley_ (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$201,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the 2017/2018 Street Resurfacing of Federal Aid Routes Project_ (herein referred to as PROJECT) for the Local Streets and Roads (LSR) Preservation Program (herein referred to as PROGRAM); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC

requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of a transit project, the PROJECT will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region; and
- in the case of a highway project, the PROJECT will comply with MTC Resolution No. 4104, which sets forth MTC's Traffic Operations System (TOS) Policy to install and activate TOS elements on new major freeway projects; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and

WHEREAS, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

WHEREAS, there is no legal impediment to APPLICANT making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

WHEREAS, APPLICANT authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding; and be it further

RESOLVED that APPLICANT will provide any required matching funds; and be it further

RESOLVED that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and be it further

RESOLVED that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and be it further

RESOLVED that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and be it further

RESOLVED that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and be it further

RESOLVED that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and be it further

RESOLVED that, in the case of a transit project, APPLICANT agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and be it further

RESOLVED that, in the case of a highway project, APPLICANT agrees to comply with the requirements of MTC's Traffic Operations System (TOS) Policy as set forth in MTC Resolution No. 4104; and be it further

RESOLVED that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

RESOLVED that APPLICANT authorizes its Executive Director, General Manager, City Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

PASSED AND ADOPTED this 14th day of June, 2017

ATTEST:

Town Clerk

By: _____
Mayor



TOWN OF PORTOLA VALLEY

STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Brandi de Garneau, Sustainability & Special Projects Manager

DATE: June 14, 2017

RE: Review and Approve Resolution and Additional Efforts in Support of Paris Agreement

RECOMMENDATION

Staff recommends that the Town Council:

1. Review and adopt a Resolution in Support of the Paris Agreement.
2. Authorize the Mayor to join Climate Mayors (a.k.a. the Mayors National Climate Action Agenda) and sign onto the Statement from the Climate Mayors in response to President Trump's withdrawal from the Paris Agreement.
3. Authorize the Mayor to sign onto the Open Letter to the international community and parties to the Paris Agreement from U.S. state, local, and business leaders spearheaded by "We Are Still In."

BACKGROUND

In December 2015, world leaders signed the Paris Climate Accord, known as the "Paris Agreement" by the United Nations. The Agreement is aimed at reducing carbon emissions, slowing rising global temperatures and helping countries adapt to the effects of climate change. This historic international agreement succeeded where past attempts failed because it allowed each country to set its own emission reduction targets and adopt its own strategies for reaching them. In addition, nations – inspired by the actions of local and regional governments, along with businesses – came to recognize that fighting climate change brings significant economic and public health benefits.

On Thursday, June 1, 2017 President Trump announced that the U.S. will formally rescind its commitment to reduce GHG emissions 26-28% by 2025, and will begin the process of withdrawing from the Agreement in 2019 (the U.S. cannot officially withdraw from the Agreement until the day after the 2020 Presidential election). In the wake of President Trump's announcement, there has been a growing movement to show support for the Agreement. As the historic "leader" in greenhouse gas emissions, many believe the decision for the U.S. to withdraw is a disastrous abdication of American leadership and could result in the failure of the entire agreement.

DISCUSSION

Staff reviewed the Paris Agreement (Attachment 1) to ensure that the Town could meet the terms of the Agreement in the areas of its jurisdiction. Staff concluded that the Town is in a position to meet the terms. Additionally, the Town could positively impact specific areas of the Agreement that it is uniquely positioned to assist with. For example, supporting regional strategies to adaptation (Article 7) and utilizing opportunities to test and refine technological strategies in the Town's small community that could then be employed on a wider scale (Article 10). Three opportunities for the Council to show their support of the Paris Agreement are outlined below.

1. Adopt a Resolution Supporting the Paris Agreement

Staff drafted a Resolution for the Council to consider adopting that provides relevant background on the Paris Agreement, the current goals and efforts at the State level as well as the Town's historic leadership and efforts in reducing greenhouse gas emissions and the impacts of climate change (Attachment 2).

2. Authorize the Mayor to join Climate Mayors and sign onto the Statement in response to President Trump's withdrawal from the Paris Agreement**a. Authorize the Mayor to Join Climate Mayors**

Climate Mayors (a.k.a. the Mayors National Climate Action Agenda) is a Mayor-to-Mayor network of U.S. Mayors collaborating on climate. It is led by Mayor Garcetti of Los Angeles and operationally run by the Chief Sustainability Officer for Los Angeles, Matt Petersen and Deputy Chief Sustainability Officer, Lauren Faber. There are no binding commitments as a Climate Mayors' member, only that cities are pursuing actions to achieve an emissions reduction target through:

- Developing a community greenhouse gas emissions (GHG) inventory
- Setting near- and long-term targets to reduce emissions
- Developing a Climate Action Plan aligned with the town's/city's targets

In addition, they ask members of the Climate Mayors network to join in occasional letters and statements, as well as substantive initiatives such as their [EV campaign](#). They also hold monthly coordination calls for each town's/city's sustainability lead to participate and share progress, if desired.

b. Authorize the Mayor to sign onto the Climate Mayors Statement in response to President Trump's withdrawal from the Paris Agreement

On Thursday, June 1, 2017 the Climate Mayors submitted a Statement (Attachment 3) affirming their commitment to "adopt, honor and uphold the commitments to the goals enshrined in the Paris Agreement." So far, 248 U.S. Mayors representing 56 million Americans have signed onto this Statement.

If the Council authorizes it, the Mayor may send an email to Climate Mayors indicating the Town's desire to sign onto this Statement and join Climate Mayors.

3. Authorize the Mayor to sign onto the Open Letter from “We Are Still In”

On June 5, 2017, a total of 1,219 governors, mayors, businesses, investors, and colleges and universities from across the U.S. (or with significant operations in the U.S.), calling themselves “We Are Still In,” declared their intent to continue to ensure the U.S. remains a global leader in reducing carbon emissions (Attachment 4). According to their website, “the statement is structured as an open letter, intended to clearly communicate to the administration and the international community that major subnational leaders in the U.S. are still committed to ambitious action on climate change, and intend to move forward with efforts to reduce carbon pollution and support the transition to a low carbon economy regardless of what the Trump Administration does regarding the Paris Agreement.” It will be hosted online and will remain open for signatures indefinitely (Attachment 5).

If the Council authorizes it, the Mayor may complete the form included as Attachment 6. Completing and submitting the form does not commit the Town to any specific actions, it is merely an affirmation of agreeing with the statement in the Open Letter.

CONCLUSION

The response to President Trump's withdrawal from the Paris Agreement has been swift and broad. Staff will continue to look for avenues to express the Town's support for the Paris Agreement and continued efforts to reduce greenhouse gas emissions and the impacts of climate change. In addition to supporting the Paris Agreement, the Council could consider contributing our portion of the \$100 billion United Nations “Green Climate Fund,” which was established for developed countries to help developing, more vulnerable countries deal with the effects of climate change. It is not yet clear the mechanism for making this contribution; however, staff will stay apprised of any efforts that arise.

The Town and the Council have a long-standing commitment to reducing greenhouse gas emissions and supporting regional, state and national efforts to reduce the impacts of climate change. The Council is again in a position to show leadership and support the Paris Agreement in the absence of support at the national level and to make a commitment to support our regional efforts locally and utilize our unique position to assist with technological advances.

FISCAL IMPACT

The Town's proposed budget for Fiscal Year 2017-18 includes funds allocated to GHG emissions reduction programs in both the Sustainability Programs and Sustainability and Environmental Resources Committee budgets. In addition, it includes funds allocated for completing a 2030 Climate Action Plan.

ATTACHMENT

1. Paris Agreement
2. Resolution in Support of the Paris Agreement
3. Climate Mayors Statement to President Trump
4. Open Letter from "We Are Still In"
5. "We Are Still In" FAQ
6. "We Are Still In" Form

Approved by: Jeremy Dennis, Town Manager

A handwritten signature in black ink, appearing to read "Jeremy Dennis", is written over the text "Approved by: Jeremy Dennis, Town Manager".



Paris Agreement

(as contained in the report of the Conference of the Parties on its twenty-first session, FCCC/CP/2015/10/Add.1)

The Parties to this Agreement,

Being Parties to the United Nations Framework Convention on Climate Change, hereinafter referred to as “the Convention”,

Pursuant to the Durban Platform for Enhanced Action established by decision 1/CP.17 of the Conference of the Parties to the Convention at its seventeenth session,

In pursuit of the objective of the Convention, and being guided by its principles, including the principle of equity and common but differentiated responsibilities and respective capabilities, in the light of different national circumstances,

Recognizing the need for an effective and progressive response to the urgent threat of climate change on the basis of the best available scientific knowledge,

Also recognizing the specific needs and special circumstances of developing country Parties, especially those that are particularly vulnerable to the adverse effects of climate change, as provided for in the Convention,

Taking full account of the specific needs and special situations of the least developed countries with regard to funding and transfer of technology,

Recognizing that Parties may be affected not only by climate change, but also by the impacts of the measures taken in response to it,

Emphasizing the intrinsic relationship that climate change actions, responses and impacts have with equitable access to sustainable development and eradication of poverty,

Recognizing the fundamental priority of safeguarding food security and ending hunger, and the particular vulnerabilities of food production systems to the adverse impacts of climate change,

Taking into account the imperatives of a just transition of the workforce and the creation of decent work and quality jobs in accordance with nationally defined development priorities,

Acknowledging that climate change is a common concern of humankind, Parties should, when taking action to address climate change, respect, promote and consider their respective obligations on human rights, the right to health, the rights of indigenous peoples, local communities, migrants, children, persons with disabilities and people in vulnerable situations and the right to development, as well as gender equality, empowerment of women and intergenerational equity,

Recognizing the importance of the conservation and enhancement, as appropriate, of sinks and reservoirs of the greenhouse gases referred to in the Convention,

Noting the importance of ensuring the integrity of all ecosystems, including oceans, and the protection of biodiversity, recognized by some cultures as Mother Earth, and noting the importance for some of the concept of “climate justice”, when taking action to address climate change,

Affirming the importance of education, training, public awareness, public participation, public access to information and cooperation at all levels on the matters addressed in this Agreement,



Recognizing the importance of the engagements of all levels of government and various actors, in accordance with respective national legislations of Parties, in addressing climate change,

Also recognizing that sustainable lifestyles and sustainable patterns of consumption and production, with developed country Parties taking the lead, play an important role in addressing climate change,

Have agreed as follows:

Article 1

For the purpose of this Agreement, the definitions contained in Article 1 of the Convention shall apply. In addition:

(a) “Convention” means the United Nations Framework Convention on Climate Change, adopted in New York on 9 May 1992;

(b) “Conference of the Parties” means the Conference of the Parties to the Convention;

(c) “Party” means a Party to this Agreement.

Article 2

1. This Agreement, in enhancing the implementation of the Convention, including its objective, aims to strengthen the global response to the threat of climate change, in the context of sustainable development and efforts to eradicate poverty, including by:

(a) Holding the increase in the global average temperature to well below 2 °C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5 °C above pre-industrial levels, recognizing that this would significantly reduce the risks and impacts of climate change;

(b) Increasing the ability to adapt to the adverse impacts of climate change and foster climate resilience and low greenhouse gas emissions development, in a manner that does not threaten food production; and

(c) Making finance flows consistent with a pathway towards low greenhouse gas emissions and climate-resilient development.

2. This Agreement will be implemented to reflect equity and the principle of common but differentiated responsibilities and respective capabilities, in the light of different national circumstances.

Article 3

As nationally determined contributions to the global response to climate change, all Parties are to undertake and communicate ambitious efforts as defined in Articles 4, 7, 9, 10, 11 and 13 with the view to achieving the purpose of this Agreement as set out in Article 2. The efforts of all Parties will represent a progression over time, while recognizing the need to support developing country Parties for the effective implementation of this Agreement.

Article 4

1. In order to achieve the long-term temperature goal set out in Article 2, Parties aim to reach global peaking of greenhouse gas emissions as soon as possible, recognizing that peaking will take longer for developing country Parties, and to undertake rapid reductions



thereafter in accordance with best available science, so as to achieve a balance between anthropogenic emissions by sources and removals by sinks of greenhouse gases in the second half of this century, on the basis of equity, and in the context of sustainable development and efforts to eradicate poverty.

2. Each Party shall prepare, communicate and maintain successive nationally determined contributions that it intends to achieve. Parties shall pursue domestic mitigation measures, with the aim of achieving the objectives of such contributions.

3. Each Party's successive nationally determined contribution will represent a progression beyond the Party's then current nationally determined contribution and reflect its highest possible ambition, reflecting its common but differentiated responsibilities and respective capabilities, in the light of different national circumstances.

4. Developed country Parties should continue taking the lead by undertaking economy-wide absolute emission reduction targets. Developing country Parties should continue enhancing their mitigation efforts, and are encouraged to move over time towards economy-wide emission reduction or limitation targets in the light of different national circumstances.

5. Support shall be provided to developing country Parties for the implementation of this Article, in accordance with Articles 9, 10 and 11, recognizing that enhanced support for developing country Parties will allow for higher ambition in their actions.

6. The least developed countries and small island developing States may prepare and communicate strategies, plans and actions for low greenhouse gas emissions development reflecting their special circumstances.

7. Mitigation co-benefits resulting from Parties' adaptation actions and/or economic diversification plans can contribute to mitigation outcomes under this Article.

8. In communicating their nationally determined contributions, all Parties shall provide the information necessary for clarity, transparency and understanding in accordance with decision 1/CP.21 and any relevant decisions of the Conference of the Parties serving as the meeting of the Parties to this Agreement.

9. Each Party shall communicate a nationally determined contribution every five years in accordance with decision 1/CP.21 and any relevant decisions of the Conference of the Parties serving as the meeting of the Parties to this Agreement and be informed by the outcomes of the global stocktake referred to in Article 14.

10. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall consider common time frames for nationally determined contributions at its first session.

11. A Party may at any time adjust its existing nationally determined contribution with a view to enhancing its level of ambition, in accordance with guidance adopted by the Conference of the Parties serving as the meeting of the Parties to this Agreement.

12. Nationally determined contributions communicated by Parties shall be recorded in a public registry maintained by the secretariat.

13. Parties shall account for their nationally determined contributions. In accounting for anthropogenic emissions and removals corresponding to their nationally determined contributions, Parties shall promote environmental integrity, transparency, accuracy, completeness, comparability and consistency, and ensure the avoidance of double counting, in accordance with guidance adopted by the Conference of the Parties serving as the meeting of the Parties to this Agreement.



14. In the context of their nationally determined contributions, when recognizing and implementing mitigation actions with respect to anthropogenic emissions and removals, Parties should take into account, as appropriate, existing methods and guidance under the Convention, in the light of the provisions of paragraph 13 of this Article.

15. Parties shall take into consideration in the implementation of this Agreement the concerns of Parties with economies most affected by the impacts of response measures, particularly developing country Parties.

16. Parties, including regional economic integration organizations and their member States, that have reached an agreement to act jointly under paragraph 2 of this Article shall notify the secretariat of the terms of that agreement, including the emission level allocated to each Party within the relevant time period, when they communicate their nationally determined contributions. The secretariat shall in turn inform the Parties and signatories to the Convention of the terms of that agreement.

17. Each party to such an agreement shall be responsible for its emission level as set out in the agreement referred to in paragraph 16 of this Article in accordance with paragraphs 13 and 14 of this Article and Articles 13 and 15.

18. If Parties acting jointly do so in the framework of, and together with, a regional economic integration organization which is itself a Party to this Agreement, each member State of that regional economic integration organization individually, and together with the regional economic integration organization, shall be responsible for its emission level as set out in the agreement communicated under paragraph 16 of this Article in accordance with paragraphs 13 and 14 of this Article and Articles 13 and 15.

19. All Parties should strive to formulate and communicate long-term low greenhouse gas emission development strategies, mindful of Article 2 taking into account their common but differentiated responsibilities and respective capabilities, in the light of different national circumstances.

Article 5

1. Parties should take action to conserve and enhance, as appropriate, sinks and reservoirs of greenhouse gases as referred to in Article 4, paragraph 1(d), of the Convention, including forests.

2. Parties are encouraged to take action to implement and support, including through results-based payments, the existing framework as set out in related guidance and decisions already agreed under the Convention for: policy approaches and positive incentives for activities relating to reducing emissions from deforestation and forest degradation, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries; and alternative policy approaches, such as joint mitigation and adaptation approaches for the integral and sustainable management of forests, while reaffirming the importance of incentivizing, as appropriate, non-carbon benefits associated with such approaches.

Article 6

1. Parties recognize that some Parties choose to pursue voluntary cooperation in the implementation of their nationally determined contributions to allow for higher ambition in their mitigation and adaptation actions and to promote sustainable development and environmental integrity.



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2. Parties shall, where engaging on a voluntary basis in cooperative approaches that involve the use of internationally transferred mitigation outcomes towards nationally determined contributions, promote sustainable development and ensure environmental integrity and transparency, including in governance, and shall apply robust accounting to ensure, inter alia, the avoidance of double counting, consistent with guidance adopted by the Conference of the Parties serving as the meeting of the Parties to this Agreement.
3. The use of internationally transferred mitigation outcomes to achieve nationally determined contributions under this Agreement shall be voluntary and authorized by participating Parties.
4. A mechanism to contribute to the mitigation of greenhouse gas emissions and support sustainable development is hereby established under the authority and guidance of the Conference of the Parties serving as the meeting of the Parties to this Agreement for use by Parties on a voluntary basis. It shall be supervised by a body designated by the Conference of the Parties serving as the meeting of the Parties to this Agreement, and shall aim:
- (a) To promote the mitigation of greenhouse gas emissions while fostering sustainable development;
 - (b) To incentivize and facilitate participation in the mitigation of greenhouse gas emissions by public and private entities authorized by a Party;
 - (c) To contribute to the reduction of emission levels in the host Party, which will benefit from mitigation activities resulting in emission reductions that can also be used by another Party to fulfil its nationally determined contribution; and
 - (d) To deliver an overall mitigation in global emissions.
5. Emission reductions resulting from the mechanism referred to in paragraph 4 of this Article shall not be used to demonstrate achievement of the host Party's nationally determined contribution if used by another Party to demonstrate achievement of its nationally determined contribution.
6. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall ensure that a share of the proceeds from activities under the mechanism referred to in paragraph 4 of this Article is used to cover administrative expenses as well as to assist developing country Parties that are particularly vulnerable to the adverse effects of climate change to meet the costs of adaptation.
7. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall adopt rules, modalities and procedures for the mechanism referred to in paragraph 4 of this Article at its first session.
8. Parties recognize the importance of integrated, holistic and balanced non-market approaches being available to Parties to assist in the implementation of their nationally determined contributions, in the context of sustainable development and poverty eradication, in a coordinated and effective manner, including through, inter alia, mitigation, adaptation, finance, technology transfer and capacity-building, as appropriate. These approaches shall aim to:
- (a) Promote mitigation and adaptation ambition;
 - (b) Enhance public and private sector participation in the implementation of nationally determined contributions; and



(c) Enable opportunities for coordination across instruments and relevant institutional arrangements.

9. A framework for non-market approaches to sustainable development is hereby defined to promote the non-market approaches referred to in paragraph 8 of this Article.

Article 7

1. Parties hereby establish the global goal on adaptation of enhancing adaptive capacity, strengthening resilience and reducing vulnerability to climate change, with a view to contributing to sustainable development and ensuring an adequate adaptation response in the context of the temperature goal referred to in Article 2.

2. Parties recognize that adaptation is a global challenge faced by all with local, subnational, national, regional and international dimensions, and that it is a key component of and makes a contribution to the long-term global response to climate change to protect people, livelihoods and ecosystems, taking into account the urgent and immediate needs of those developing country Parties that are particularly vulnerable to the adverse effects of climate change.

3. The adaptation efforts of developing country Parties shall be recognized, in accordance with the modalities to be adopted by the Conference of the Parties serving as the meeting of the Parties to this Agreement at its first session.

4. Parties recognize that the current need for adaptation is significant and that greater levels of mitigation can reduce the need for additional adaptation efforts, and that greater adaptation needs can involve greater adaptation costs.

5. Parties acknowledge that adaptation action should follow a country-driven, gender-responsive, participatory and fully transparent approach, taking into consideration vulnerable groups, communities and ecosystems, and should be based on and guided by the best available science and, as appropriate, traditional knowledge, knowledge of indigenous peoples and local knowledge systems, with a view to integrating adaptation into relevant socioeconomic and environmental policies and actions, where appropriate.

6. Parties recognize the importance of support for and international cooperation on adaptation efforts and the importance of taking into account the needs of developing country Parties, especially those that are particularly vulnerable to the adverse effects of climate change.

7. Parties should strengthen their cooperation on enhancing action on adaptation, taking into account the Cancun Adaptation Framework, including with regard to:

(a) Sharing information, good practices, experiences and lessons learned, including, as appropriate, as these relate to science, planning, policies and implementation in relation to adaptation actions;

(b) Strengthening institutional arrangements, including those under the Convention that serve this Agreement, to support the synthesis of relevant information and knowledge, and the provision of technical support and guidance to Parties;

(c) Strengthening scientific knowledge on climate, including research, systematic observation of the climate system and early warning systems, in a manner that informs climate services and supports decision-making;

(d) Assisting developing country Parties in identifying effective adaptation practices, adaptation needs, priorities, support provided and received for adaptation actions



and efforts, and challenges and gaps, in a manner consistent with encouraging good practices; and

- (e) Improving the effectiveness and durability of adaptation actions.

8. United Nations specialized organizations and agencies are encouraged to support the efforts of Parties to implement the actions referred to in paragraph 7 of this Article, taking into account the provisions of paragraph 5 of this Article.

9. Each Party shall, as appropriate, engage in adaptation planning processes and the implementation of actions, including the development or enhancement of relevant plans, policies and/or contributions, which may include:

- (a) The implementation of adaptation actions, undertakings and/or efforts;
- (b) The process to formulate and implement national adaptation plans;
- (c) The assessment of climate change impacts and vulnerability, with a view to formulating nationally determined prioritized actions, taking into account vulnerable people, places and ecosystems;
- (d) Monitoring and evaluating and learning from adaptation plans, policies, programmes and actions; and
- (e) Building the resilience of socioeconomic and ecological systems, including through economic diversification and sustainable management of natural resources.

10. Each Party should, as appropriate, submit and update periodically an adaptation communication, which may include its priorities, implementation and support needs, plans and actions, without creating any additional burden for developing country Parties.

11. The adaptation communication referred to in paragraph 10 of this Article shall be, as appropriate, submitted and updated periodically, as a component of or in conjunction with other communications or documents, including a national adaptation plan, a nationally determined contribution as referred to in Article 4, paragraph 2, and/or a national communication.

12. The adaptation communications referred to in paragraph 10 of this Article shall be recorded in a public registry maintained by the secretariat.

13. Continuous and enhanced international support shall be provided to developing country Parties for the implementation of paragraphs 7, 9, 10 and 11 of this Article, in accordance with the provisions of Articles 9, 10 and 11.

14. The global stocktake referred to in Article 14 shall, inter alia:

- (a) Recognize adaptation efforts of developing country Parties;
- (b) Enhance the implementation of adaptation action taking into account the adaptation communication referred to in paragraph 10 of this Article;
- (c) Review the adequacy and effectiveness of adaptation and support provided for adaptation; and
- (d) Review the overall progress made in achieving the global goal on adaptation referred to in paragraph 1 of this Article.

Article 8

1. Parties recognize the importance of averting, minimizing and addressing loss and damage associated with the adverse effects of climate change, including extreme weather



events and slow onset events, and the role of sustainable development in reducing the risk of loss and damage.

2. The Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts shall be subject to the authority and guidance of the Conference of the Parties serving as the meeting of the Parties to this Agreement and may be enhanced and strengthened, as determined by the Conference of the Parties serving as the meeting of the Parties to this Agreement.

3. Parties should enhance understanding, action and support, including through the Warsaw International Mechanism, as appropriate, on a cooperative and facilitative basis with respect to loss and damage associated with the adverse effects of climate change.

4. Accordingly, areas of cooperation and facilitation to enhance understanding, action and support may include:

- (a) Early warning systems;
- (b) Emergency preparedness;
- (c) Slow onset events;
- (d) Events that may involve irreversible and permanent loss and damage;
- (e) Comprehensive risk assessment and management;
- (f) Risk insurance facilities, climate risk pooling and other insurance solutions;
- (g) Non-economic losses; and
- (h) Resilience of communities, livelihoods and ecosystems.

5. The Warsaw International Mechanism shall collaborate with existing bodies and expert groups under the Agreement, as well as relevant organizations and expert bodies outside the Agreement.

Article 9

1. Developed country Parties shall provide financial resources to assist developing country Parties with respect to both mitigation and adaptation in continuation of their existing obligations under the Convention.

2. Other Parties are encouraged to provide or continue to provide such support voluntarily.

3. As part of a global effort, developed country Parties should continue to take the lead in mobilizing climate finance from a wide variety of sources, instruments and channels, noting the significant role of public funds, through a variety of actions, including supporting country-driven strategies, and taking into account the needs and priorities of developing country Parties. Such mobilization of climate finance should represent a progression beyond previous efforts.

4. The provision of scaled-up financial resources should aim to achieve a balance between adaptation and mitigation, taking into account country-driven strategies, and the priorities and needs of developing country Parties, especially those that are particularly vulnerable to the adverse effects of climate change and have significant capacity constraints, such as the least developed countries and small island developing States, considering the need for public and grant-based resources for adaptation.



5. Developed country Parties shall biennially communicate indicative quantitative and qualitative information related to paragraphs 1 and 3 of this Article, as applicable, including, as available, projected levels of public financial resources to be provided to developing country Parties. Other Parties providing resources are encouraged to communicate biennially such information on a voluntary basis.
6. The global stocktake referred to in Article 14 shall take into account the relevant information provided by developed country Parties and/or Agreement bodies on efforts related to climate finance.
7. Developed country Parties shall provide transparent and consistent information on support for developing country Parties provided and mobilized through public interventions biennially in accordance with the modalities, procedures and guidelines to be adopted by the Conference of the Parties serving as the meeting of the Parties to this Agreement, at its first session, as stipulated in Article 13, paragraph 13. Other Parties are encouraged to do so.
8. The Financial Mechanism of the Convention, including its operating entities, shall serve as the financial mechanism of this Agreement.
9. The institutions serving this Agreement, including the operating entities of the Financial Mechanism of the Convention, shall aim to ensure efficient access to financial resources through simplified approval procedures and enhanced readiness support for developing country Parties, in particular for the least developed countries and small island developing States, in the context of their national climate strategies and plans.

Article 10

1. Parties share a long-term vision on the importance of fully realizing technology development and transfer in order to improve resilience to climate change and to reduce greenhouse gas emissions.
2. Parties, noting the importance of technology for the implementation of mitigation and adaptation actions under this Agreement and recognizing existing technology deployment and dissemination efforts, shall strengthen cooperative action on technology development and transfer.
3. The Technology Mechanism established under the Convention shall serve this Agreement.
4. A technology framework is hereby established to provide overarching guidance to the work of the Technology Mechanism in promoting and facilitating enhanced action on technology development and transfer in order to support the implementation of this Agreement, in pursuit of the long-term vision referred to in paragraph 1 of this Article.
5. Accelerating, encouraging and enabling innovation is critical for an effective, long-term global response to climate change and promoting economic growth and sustainable development. Such effort shall be, as appropriate, supported, including by the Technology Mechanism and, through financial means, by the Financial Mechanism of the Convention, for collaborative approaches to research and development, and facilitating access to technology, in particular for early stages of the technology cycle, to developing country Parties.
6. Support, including financial support, shall be provided to developing country Parties for the implementation of this Article, including for strengthening cooperative action on technology development and transfer at different stages of the technology cycle, with a view to achieving a balance between support for mitigation and adaptation. The global



stocktake referred to in Article 14 shall take into account available information on efforts related to support on technology development and transfer for developing country Parties.

Article 11

1. Capacity-building under this Agreement should enhance the capacity and ability of developing country Parties, in particular countries with the least capacity, such as the least developed countries, and those that are particularly vulnerable to the adverse effects of climate change, such as small island developing States, to take effective climate change action, including, inter alia, to implement adaptation and mitigation actions, and should facilitate technology development, dissemination and deployment, access to climate finance, relevant aspects of education, training and public awareness, and the transparent, timely and accurate communication of information.
2. Capacity-building should be country-driven, based on and responsive to national needs, and foster country ownership of Parties, in particular, for developing country Parties, including at the national, subnational and local levels. Capacity-building should be guided by lessons learned, including those from capacity-building activities under the Convention, and should be an effective, iterative process that is participatory, cross-cutting and gender-responsive.
3. All Parties should cooperate to enhance the capacity of developing country Parties to implement this Agreement. Developed country Parties should enhance support for capacity-building actions in developing country Parties.
4. All Parties enhancing the capacity of developing country Parties to implement this Agreement, including through regional, bilateral and multilateral approaches, shall regularly communicate on these actions or measures on capacity-building. Developing country Parties should regularly communicate progress made on implementing capacity-building plans, policies, actions or measures to implement this Agreement.
5. Capacity-building activities shall be enhanced through appropriate institutional arrangements to support the implementation of this Agreement, including the appropriate institutional arrangements established under the Convention that serve this Agreement. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall, at its first session, consider and adopt a decision on the initial institutional arrangements for capacity-building.

Article 12

Parties shall cooperate in taking measures, as appropriate, to enhance climate change education, training, public awareness, public participation and public access to information, recognizing the importance of these steps with respect to enhancing actions under this Agreement.

Article 13

1. In order to build mutual trust and confidence and to promote effective implementation, an enhanced transparency framework for action and support, with built-in flexibility which takes into account Parties' different capacities and builds upon collective experience is hereby established.
2. The transparency framework shall provide flexibility in the implementation of the provisions of this Article to those developing country Parties that need it in the light of their capacities. The modalities, procedures and guidelines referred to in paragraph 13 of this Article shall reflect such flexibility.



3. The transparency framework shall build on and enhance the transparency arrangements under the Convention, recognizing the special circumstances of the least developed countries and small island developing States, and be implemented in a facilitative, non-intrusive, non-punitive manner, respectful of national sovereignty, and avoid placing undue burden on Parties.
4. The transparency arrangements under the Convention, including national communications, biennial reports and biennial update reports, international assessment and review and international consultation and analysis, shall form part of the experience drawn upon for the development of the modalities, procedures and guidelines under paragraph 13 of this Article.
5. The purpose of the framework for transparency of action is to provide a clear understanding of climate change action in the light of the objective of the Convention as set out in its Article 2, including clarity and tracking of progress towards achieving Parties' individual nationally determined contributions under Article 4, and Parties' adaptation actions under Article 7, including good practices, priorities, needs and gaps, to inform the global stocktake under Article 14.
6. The purpose of the framework for transparency of support is to provide clarity on support provided and received by relevant individual Parties in the context of climate change actions under Articles 4, 7, 9, 10 and 11, and, to the extent possible, to provide a full overview of aggregate financial support provided, to inform the global stocktake under Article 14.
7. Each Party shall regularly provide the following information:
 - (a) A national inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases, prepared using good practice methodologies accepted by the Intergovernmental Panel on Climate Change and agreed upon by the Conference of the Parties serving as the meeting of the Parties to this Agreement; and
 - (b) Information necessary to track progress made in implementing and achieving its nationally determined contribution under Article 4.
8. Each Party should also provide information related to climate change impacts and adaptation under Article 7, as appropriate.
9. Developed country Parties shall, and other Parties that provide support should, provide information on financial, technology transfer and capacity-building support provided to developing country Parties under Articles 9, 10 and 11.
10. Developing country Parties should provide information on financial, technology transfer and capacity-building support needed and received under Articles 9, 10 and 11.
11. Information submitted by each Party under paragraphs 7 and 9 of this Article shall undergo a technical expert review, in accordance with decision 1/CP.21. For those developing country Parties that need it in the light of their capacities, the review process shall include assistance in identifying capacity-building needs. In addition, each Party shall participate in a facilitative, multilateral consideration of progress with respect to efforts under Article 9, and its respective implementation and achievement of its nationally determined contribution.
12. The technical expert review under this paragraph shall consist of a consideration of the Party's support provided, as relevant, and its implementation and achievement of its nationally determined contribution. The review shall also identify areas of improvement for the Party, and include a review of the consistency of the information with the modalities,



procedures and guidelines referred to in paragraph 13 of this Article, taking into account the flexibility accorded to the Party under paragraph 2 of this Article. The review shall pay particular attention to the respective national capabilities and circumstances of developing country Parties.

13. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall, at its first session, building on experience from the arrangements related to transparency under the Convention, and elaborating on the provisions in this Article, adopt common modalities, procedures and guidelines, as appropriate, for the transparency of action and support.

14. Support shall be provided to developing countries for the implementation of this Article.

15. Support shall also be provided for the building of transparency-related capacity of developing country Parties on a continuous basis.

Article 14

1. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall periodically take stock of the implementation of this Agreement to assess the collective progress towards achieving the purpose of this Agreement and its long-term goals (referred to as the “global stocktake”). It shall do so in a comprehensive and facilitative manner, considering mitigation, adaptation and the means of implementation and support, and in the light of equity and the best available science.

2. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall undertake its first global stocktake in 2023 and every five years thereafter unless otherwise decided by the Conference of the Parties serving as the meeting of the Parties to this Agreement.

3. The outcome of the global stocktake shall inform Parties in updating and enhancing, in a nationally determined manner, their actions and support in accordance with the relevant provisions of this Agreement, as well as in enhancing international cooperation for climate action.

Article 15

1. A mechanism to facilitate implementation of and promote compliance with the provisions of this Agreement is hereby established.

2. The mechanism referred to in paragraph 1 of this Article shall consist of a committee that shall be expert-based and facilitative in nature and function in a manner that is transparent, non-adversarial and non-punitive. The committee shall pay particular attention to the respective national capabilities and circumstances of Parties.

3. The committee shall operate under the modalities and procedures adopted by the Conference of the Parties serving as the meeting of the Parties to this Agreement at its first session and report annually to the Conference of the Parties serving as the meeting of the Parties to this Agreement.

Article 16

1. The Conference of the Parties, the supreme body of the Convention, shall serve as the meeting of the Parties to this Agreement.



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2. Parties to the Convention that are not Parties to this Agreement may participate as observers in the proceedings of any session of the Conference of the Parties serving as the meeting of the Parties to this Agreement. When the Conference of the Parties serves as the meeting of the Parties to this Agreement, decisions under this Agreement shall be taken only by those that are Parties to this Agreement.
 3. When the Conference of the Parties serves as the meeting of the Parties to this Agreement, any member of the Bureau of the Conference of the Parties representing a Party to the Convention but, at that time, not a Party to this Agreement, shall be replaced by an additional member to be elected by and from amongst the Parties to this Agreement.
 4. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall keep under regular review the implementation of this Agreement and shall make, within its mandate, the decisions necessary to promote its effective implementation. It shall perform the functions assigned to it by this Agreement and shall:
 - (a) Establish such subsidiary bodies as deemed necessary for the implementation of this Agreement; and
 - (b) Exercise such other functions as may be required for the implementation of this Agreement.
 5. The rules of procedure of the Conference of the Parties and the financial procedures applied under the Convention shall be applied *mutatis mutandis* under this Agreement, except as may be otherwise decided by consensus by the Conference of the Parties serving as the meeting of the Parties to this Agreement.
 6. The first session of the Conference of the Parties serving as the meeting of the Parties to this Agreement shall be convened by the secretariat in conjunction with the first session of the Conference of the Parties that is scheduled after the date of entry into force of this Agreement. Subsequent ordinary sessions of the Conference of the Parties serving as the meeting of the Parties to this Agreement shall be held in conjunction with ordinary sessions of the Conference of the Parties, unless otherwise decided by the Conference of the Parties serving as the meeting of the Parties to this Agreement.
 7. Extraordinary sessions of the Conference of the Parties serving as the meeting of the Parties to this Agreement shall be held at such other times as may be deemed necessary by the Conference of the Parties serving as the meeting of the Parties to this Agreement or at the written request of any Party, provided that, within six months of the request being communicated to the Parties by the secretariat, it is supported by at least one third of the Parties.
 8. The United Nations and its specialized agencies and the International Atomic Energy Agency, as well as any State member thereof or observers thereto not party to the Convention, may be represented at sessions of the Conference of the Parties serving as the meeting of the Parties to this Agreement as observers. Any body or agency, whether national or international, governmental or non-governmental, which is qualified in matters covered by this Agreement and which has informed the secretariat of its wish to be represented at a session of the Conference of the Parties serving as the meeting of the Parties to this Agreement as an observer, may be so admitted unless at least one third of the Parties present object. The admission and participation of observers shall be subject to the rules of procedure referred to in paragraph 5 of this Article.



Article 17

1. The secretariat established by Article 8 of the Convention shall serve as the secretariat of this Agreement.
2. Article 8, paragraph 2, of the Convention on the functions of the secretariat, and Article 8, paragraph 3, of the Convention, on the arrangements made for the functioning of the secretariat, shall apply *mutatis mutandis* to this Agreement. The secretariat shall, in addition, exercise the functions assigned to it under this Agreement and by the Conference of the Parties serving as the meeting of the Parties to this Agreement.

Article 18

1. The Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation established by Articles 9 and 10 of the Convention shall serve, respectively, as the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation of this Agreement. The provisions of the Convention relating to the functioning of these two bodies shall apply *mutatis mutandis* to this Agreement. Sessions of the meetings of the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation of this Agreement shall be held in conjunction with the meetings of, respectively, the Subsidiary Body for Scientific and Technological Advice and the Subsidiary Body for Implementation of the Convention.
2. Parties to the Convention that are not Parties to this Agreement may participate as observers in the proceedings of any session of the subsidiary bodies. When the subsidiary bodies serve as the subsidiary bodies of this Agreement, decisions under this Agreement shall be taken only by those that are Parties to this Agreement.
3. When the subsidiary bodies established by Articles 9 and 10 of the Convention exercise their functions with regard to matters concerning this Agreement, any member of the bureaux of those subsidiary bodies representing a Party to the Convention but, at that time, not a Party to this Agreement, shall be replaced by an additional member to be elected by and from amongst the Parties to this Agreement.

Article 19

1. Subsidiary bodies or other institutional arrangements established by or under the Convention, other than those referred to in this Agreement, shall serve this Agreement upon a decision of the Conference of the Parties serving as the meeting of the Parties to this Agreement. The Conference of the Parties serving as the meeting of the Parties to this Agreement shall specify the functions to be exercised by such subsidiary bodies or arrangements.
2. The Conference of the Parties serving as the meeting of the Parties to this Agreement may provide further guidance to such subsidiary bodies and institutional arrangements.

Article 20

1. This Agreement shall be open for signature and subject to ratification, acceptance or approval by States and regional economic integration organizations that are Parties to the Convention. It shall be open for signature at the United Nations Headquarters in New York from 22 April 2016 to 21 April 2017. Thereafter, this Agreement shall be open for accession from the day following the date on which it is closed for signature. Instruments of ratification, acceptance, approval or accession shall be deposited with the Depositary.



2. Any regional economic integration organization that becomes a Party to this Agreement without any of its member States being a Party shall be bound by all the obligations under this Agreement. In the case of regional economic integration organizations with one or more member States that are Parties to this Agreement, the organization and its member States shall decide on their respective responsibilities for the performance of their obligations under this Agreement. In such cases, the organization and the member States shall not be entitled to exercise rights under this Agreement concurrently.

3. In their instruments of ratification, acceptance, approval or accession, regional economic integration organizations shall declare the extent of their competence with respect to the matters governed by this Agreement. These organizations shall also inform the Depositary, who shall in turn inform the Parties, of any substantial modification in the extent of their competence.

Article 21

1. This Agreement shall enter into force on the thirtieth day after the date on which at least 55 Parties to the Convention accounting in total for at least an estimated 55 per cent of the total global greenhouse gas emissions have deposited their instruments of ratification, acceptance, approval or accession.

2. Solely for the limited purpose of paragraph 1 of this Article, “total global greenhouse gas emissions” means the most up-to-date amount communicated on or before the date of adoption of this Agreement by the Parties to the Convention.

3. For each State or regional economic integration organization that ratifies, accepts or approves this Agreement or accedes thereto after the conditions set out in paragraph 1 of this Article for entry into force have been fulfilled, this Agreement shall enter into force on the thirtieth day after the date of deposit by such State or regional economic integration organization of its instrument of ratification, acceptance, approval or accession.

4. For the purposes of paragraph 1 of this Article, any instrument deposited by a regional economic integration organization shall not be counted as additional to those deposited by its member States.

Article 22

The provisions of Article 15 of the Convention on the adoption of amendments to the Convention shall apply *mutatis mutandis* to this Agreement.

Article 23

1. The provisions of Article 16 of the Convention on the adoption and amendment of annexes to the Convention shall apply *mutatis mutandis* to this Agreement.

2. Annexes to this Agreement shall form an integral part thereof and, unless otherwise expressly provided for, a reference to this Agreement constitutes at the same time a reference to any annexes thereto. Such annexes shall be restricted to lists, forms and any other material of a descriptive nature that is of a scientific, technical, procedural or administrative character.

Article 24

The provisions of Article 14 of the Convention on settlement of disputes shall apply *mutatis mutandis* to this Agreement.



Article 25

1. Each Party shall have one vote, except as provided for in paragraph 2 of this Article.
2. Regional economic integration organizations, in matters within their competence, shall exercise their right to vote with a number of votes equal to the number of their member States that are Parties to this Agreement. Such an organization shall not exercise its right to vote if any of its member States exercises its right, and vice versa.

Article 26

The Secretary-General of the United Nations shall be the Depositary of this Agreement.

Article 27

No reservations may be made to this Agreement.

Article 28

1. At any time after three years from the date on which this Agreement has entered into force for a Party, that Party may withdraw from this Agreement by giving written notification to the Depositary.
2. Any such withdrawal shall take effect upon expiry of one year from the date of receipt by the Depositary of the notification of withdrawal, or on such later date as may be specified in the notification of withdrawal.
3. Any Party that withdraws from the Convention shall be considered as also having withdrawn from this Agreement.

Article 29

The original of this Agreement, of which the Arabic, Chinese, English, French, Russian and Spanish texts are equally authentic, shall be deposited with the Secretary-General of the United Nations.

DONE at Paris this twelfth day of December two thousand and fifteen.

IN WITNESS WHEREOF, the undersigned, being duly authorized to that effect, have signed this Agreement.

RESOLUTION NO. ____-2017**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PORTOLA VALLEY IN SUPPORT OF THE PARIS AGREEMENT**

WHEREAS, the Paris Climate Accord, known as the “Paris Agreement” by the United Nations, is a historic international agreement reached in 2015 aimed at reducing greenhouse gas (GHG) emissions, slowing rising global temperatures and helping countries deal with the effects of climate change; and

WHEREAS, on June 1, 2017, President Donald Trump announced the United States (U.S.) will withdraw from the Paris Agreement, the 2015 landmark international accord at combating climate change; and

WHEREAS, under the terms of the Agreement, signatories committed to holding the increase in the global average temperature to well below 2° C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5° C above pre-industrial levels; and

WHEREAS, the Agreement requires countries to set their own targets for reducing emissions by 2020 and the Obama administration committed the U.S. to reducing GHG emissions by 26 to 28 percent by 2025; and

WHEREAS, the Agreement also established a \$100 billion fund to help vulnerable countries deal with the effects of climate change and these countries are in grave need of this money in order to combat climate change; and

WHEREAS, the U.S. joins Nicaragua and Syria as the only countries not participating in the agreement; and

WHEREAS, consensus exists among the world's leading climate scientists that climate change caused by GHG emissions from human activities is among the most significant problems facing the world today and documented impacts of climate change include, but are not limited to, increased occurrences of extreme weather events (e.g. droughts and floods), adverse impacts on ecosystems, demographic patterns and economic value chains; and

WHEREAS, the process of the U.S. withdrawing from the agreement could take at least three years, and scientists warn such a decision could have dire consequences for the planet; and

WHEREAS, the State of California demonstrated national and international leadership in August 2006 by passing Assembly Bill 32 (AB 32), the California Global Warming Solutions Act of 2006, which declares that global warming poses a serious threat to the economic well-being, public health, natural resources, and the environment of California; and

WHEREAS, in April 2015 Governor Brown signed Executive Order B-30-15 establishing a new California GHG reduction target of 40% below 1990 levels by 2030, the most aggressive goal set by any government in North America to reduce GHG emissions; and

WHEREAS, the State of California has created a plan to meet these targets by reducing today's petroleum use in cars and trucks by up to 50%; increasing our electricity derived from renewable sources from 33% to 55%; doubling the energy efficiency savings achieved in existing buildings and making heating fuels cleaner; reducing the release of methane, black carbon and other short-lived climate pollutants; managing farm and rangelands, forests and wetlands so they can store carbon; and periodically updating the state's climate adaptation strategy; and

WHEREAS, local governments significantly influence the community's GHG emissions through their actions concerning land use, transportation, construction, waste management, energy supply, and energy management; and

WHEREAS, on October 4, 2007, the Town Council adopted AB 32's targets, committing to reduce its GHG emissions to 1990 levels by 2020, and 80% below 1990 levels by 2050; and pledging to take a leadership role in promoting public awareness of the causes and impacts of climate change; and

WHEREAS, the Town has a demonstrated history of leadership in mitigating climate change, and the Town Council continues to promote and adopt sustainability programs and policies to reduce GHG emissions in Portola Valley, including being the first municipality in the U.S. to enroll all of its residents and businesses into a 100% renewable electricity program through Peninsula Clean Energy, a Community Choice Energy program; and

WHEREAS, these actions exemplify the Town's views that climate change is a defining issue for the future and critical not all to quality of life and economic vitality in Portola Valley, but of our local region and beyond; and

WHEREAS, due to its small scale, knowledge pool and decades-long commitment to sustainability, the Town is uniquely equipped to respond to and assist with specific elements in the Articles of the Paris Agreement; and

WHEREAS, responding to the climate change provides communities an opportunity to access first mover advantage in the range of products, services and know-how that transitioning to a climate-compatible future brings; and

WHEREAS, the Paris Agreement resulted in a commitment from almost every nation to take action and enact programs to limit global temperature increase to less than 2 degrees Celsius, with an expectation that this goal would be reduced to 1.5 degrees in the future.

NOW, THEREFORE, the Town Council of the Town of Portola Valley does **HEREBY RESOLVE** as follows:

1. This Town of Portola Valley is committed to reducing GHG emissions through adoption and implementation of a Climate Action Plan; and
2. This Town of Portola Valley is committed to continue supporting regional strategies to climate adaptation and exploring how the Town can mitigate its impact downstream; and
3. This Town of Portola Valley is committed to utilizing the Town's unique opportunity to test and refine technological strategies in our small community that can be employed on a wider scale; and
4. This Town of Portola Valley joins other local and cities across the U.S. in the Climate Mayors network in adopting and supporting the goals of the Paris Agreement; and
5. This Town of Portola Valley is committed to continue exploring the potential benefits and costs of adopting policies and programs that promote the long-term goal of GHG emissions reduction while maximizing economic and social co-benefits of such action.

PASSED AND ADOPTED this 14th day of June, 2017.

By: _____
Craig Hughes, Mayor

ATTEST:

Sharon Hanlon, Town Clerk

Climate Mayors [Follow](#)

U.S. #ClimateMayors working together to advance local climate action, national emission reduction policies,...
Jun 1 · 9 min read

246 US Climate Mayors commit to adopt, honor and uphold Paris Climate Agreement goals

STATEMENT FROM THE CLIMATE MAYORS IN
RESPONSE TO PRESIDENT TRUMP'S WITHDRAWAL
FROM THE PARIS CLIMATE AGREEMENT

Thursday, June 1st 2017

The President's denial of global warming is getting a cold reception from America's cities.

As 246 US Mayors representing 56 million Americans, we will adopt, honor, and uphold the commitments to the goals enshrined in the Paris Agreement. We will intensify efforts to meet each of our cities' current climate goals, push for new action to meet the 1.5 degrees Celsius target, and work together to create a 21st century clean energy economy.

We will continue to lead. We are increasing investments in renewable energy and energy efficiency. We will buy and create more demand for electric cars and trucks. We will increase our efforts to cut greenhouse gas emissions, create a clean energy economy, and stand for environmental justice. And if the President wants to break the promises made to our allies enshrined in the historic Paris Agreement, we'll build and strengthen relationships around the world to protect the planet from devastating climate risks.

The world cannot wait—and neither will we.



Signed,

Mayor Eric Garcetti
City of Los Angeles, CA

Mayor Martin J Walsh
City of Boston, MA

Mayor Bill de Blasio
New York City, NY

Mayor Sylvester Turner
City of Houston, TX

Mayor Madeline Rogero
City of Knoxville, TN

Mayor Rahm Emanuel
City of Chicago, IL

Mayor Ed Murray
City of Seattle, WA

Mayor Jim Kenney
City of Philadelphia, PA

Mayor Kasim Reed
City of Atlanta, GA

Mayor Lioneld Jordan
City of Fayetteville, AR

Mayor Trish Herrera Spencer
City of Alameda, CA

Mayor Kathy Sheehan
City of Albany, NY

Mayor Allison Silberberg
City of Alexandria, VA

Mayor Ed Pawlowski
City of Allentown, PA

Mayor Jeanne Sorg
City of Ambler, PA

Mayor Ethan Berkowitz
City of Anchorage, AK

Mayor Terence Roberts
City of Anderson, SC

Mayor Christopher Taylor
City of Ann Arbor, MI

Mayor Van W Johnson
City of Apalachicola, FL

Mayor Susan Ornelas
City of Arcata, CA

Mayor Esther Manheimer
City of Asheville, NC

Mayor Steve Skadron
City of Aspen, CO

Mayor Steve Adler
City of Austin, TX

Mayor Gordon T Ringberg
City of Bayfield, WI

Mayor Denny Dole
City of Beaverton, OR

Mayor Kelli Linville
City of Bellingham, WA

Mayor Jesse Arreguin
City of Berkeley, CA

Mayor Robert Donchez
City of Bethlehem, PA

Mayor William Bell
City of Birmingham, AL

Mayor Ron Rordam
City of Blacksburg, VA

Mayor John Hamilton
City of Bloomington, IN

Mayor Dave Bieter
City of Boise, ID

Mayor Suzanne Jones
City of Boulder, CO

Mayor Carson Taylor
City of Bozeman, MT

Mayor Eric Mamula
City of Breckenridge, CO

Mayor William W Moehle
City of Brighton, NY

Mayor Lori S Liu
City of Brisbane, CA

Mayor Brenda Hess
City of Buchanan, MI

Mayor Byron W Brown
City of Buffalo, NY

Mayor Miro Weinberger
City of Burlington, VT

Mayor Elizabeth B Kautz
City of Burnsville, MN

Mayor E Denise Simmons
City of Cambridge, MA

Mayor Edwin Garcia
City of Camuy, PR

Mayor Lydia E Lavelle
City of Carrboro, NC

Mayor Mike Webb
City of Carver, MN

Mayor Pam Hemminger
City of Chapel Hill, NC

Mayor John J Tecklenburg
City of Charleston, SC

Mayor Jennifer Roberts
City of Charlotte, NC

Mayor Mike Signer
City of Charlottesville, VA

Mayor Andy Berke
City of Chattanooga, TN

Mayor Mary Casillas Salas
City of Chula Vista, CA

Mayor Ted Terry
City of Clarkston, GA

Mayor Frank G Jackson
City of Cleveland, OH

Mayor Stephen K Benjamin
City of Columbia, SC

Mayor Brian Treece
City of Columbia, MO

Mayor Brian Tobin
City of Cortland, NY

Mayor Biff Traber
City of Corvallis, OR

Mayor Jeffrey Cooper
Culver City, CA

Mayor Savita Vaidhyanathan
City of Cupertino, CA

Mayor Michael S Rawlings
City of Dallas, TX

Mayor Robb Davis
City of Davis, CA

Mayor Cary Glickstein
City of Delray Beach, FL

Mayor Michael Hancock
City of Denver, CO

Mayor T M Franklin Cownie
City of Des Moines, IA

Mayor Mike Duggan
City of Detroit, MI

Mayor Josh Maxwell
City of Downingtown, PA

Mayor Roy D Buol
City of Dubuque, IA

Mayor Emily Larson
City of Duluth, MN

Mayor William V Bell
City of Durham, NC

Mayor Mark Meadows
City of East Lansing, MI

Mayor Kris Teegardin
City of Edgewater, CO

Mayor Janet Abelson
City of El Cerrito, CA

Mayor David Kaptain
City of Elgin, IL

Mayor Catherine Blakespear
City of Encinitas, CA

Mayor Lucy Vinis
City of Eugene, OR

Mayor Stephen H Hagerty
City of Evanston, IL

Mayor Edward Malloy
City of Fairfield, IA

Mayor Colleen Mahr
City of Fanwood, NJ

Mayor David Coulter
City of Ferndale, MI

Mayor Coral J Evans
City of Flagstaff, AZ

Mayor Karen Weaver
City of Flint, MI

Mayor Jack Seiler
City of Fort Lauderdale, FL

Mayor Tom Henry
City of Fort Wayne, IN

Mayor Bob Scott
City of Franklin, NC

Mayor Lily Mei
City of Fremont, CA

Mayor Kachen Kimmell
City of Gambier, OH

Mayor Karen Freeman-Wilson
City of Gary, IN

Mayor Bruce J Packer
City of Glen Rock, NJ

Mayor Rosalynn Bliss
City of Grand Rapids, MI

Mayor Nancy Vaughan
City of Greensboro, NC

Mayor Joy Cooper
City of Hallandale Beach, FL

Mayor Karen Majewski
City of Hamtramck, MI

Mayor Luke Bronin
City of Hartford, CT

Mayor Peter Swiderski
City of Hastings-on-Hudson, NY

Mayor Gayle Brill Mittler
City of Highland Park, NJ

Mayor Nancy R Rotering
City of Highland Park, IL

Mayor Patrick Taylor
City of Highlands, NC

Mayor Tom Stevens
City of Hillsborough, NC

Mayor Dawn Zimmer
City of Hoboken, NJ

Mayor Josh Levy
City of Hollywood, FL

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City of Holyoke, MA

Mayor Paul Blackburn
City of Hood River, OR

Mayor Candace B Hollingsworth
City of Hyattsville, MD

Mayor Svante Myrick
City of Ithaca, NY

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Jersey City, NJ

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City of Kalamazoo, MI

Mayor Sly James
Kansas City, MO

Mayor Nina Jonas
City of Ketchum, ID

Mayor Steven T Noble
City of Kingston, NY

Mayor Jose Alvarez
City of Kissimmee, FL

Mayor Christine Berg
City of Lafayette, CO

Mayor Adam Paul
City of Lakewood, CO

Mayor Michael Summers
City of Lakewood, OH

Mayor J Richard Gray
City of Lancaster, PA

Mayor Virg Bernero
City of Lansing, MI

Mayor William Sprague
City of Lapeer, MI

Mayor Ken Miyagishima
City of Las Cruces, NM

Mayor Richard J Kaplan
City of Lauderhill, FL

Mayor Mark Stodola
City of Little Rock, AR

Mayor Robert Garcia
City of Long Beach, CA

Mayor Dennis Coombs
City of Longmont, CO

Mayor Gary Waldeck
City of Los Altos Hills, CA

Mayor Marico Sayoc
City of Los Gatos, CA

Mayor Paul R Soglin
City of Madison, WI

Mayor Skylar Peak
City of Malibu, CA

Mayor Stephanie M Burke
City of Medford, MA

Mayor Kirsten Keith
City of Menlo Park, CA

Mayor Tomas Regalado
City of Miami, FL

Mayor Philip Levine
City of Miami Beach, FL

Mayor Gurdip Brar
City of Middleton, WI

Mayor Daniel Drew
City of Middletown, CT

Mayor Sean Strub
City of Milford, PA

Mayor Reuben D Holober
City of Millbrae, CA

Mayor Jeff Silvestrini
City of Millcreek, UT

Mayor Tom Barrett
City of Milwaukee, WI

Mayor Mark Gamba
City of Milwaukie, OR

Mayor Betsy Hodges
City of Minneapolis, MN

Mayor Mary O'Connor
City of Monona, WI

Mayor John Hollar
City of Montpelier, VT

Mayor Timothy Dougherty
City of Morristown, NJ

Mayor Fred Courtright
City of Mount Pocono, PA

Mayor Ken Rosenberg
City of Mountain View, CA

Mayor Jill Techel
City of Napa, CA

Mayor Megan Barry
City of Nashville, TN

Mayor Jon Mitchell
City of New Bedford, MA

Mayor Toni N Harp
City of New Haven, CT

Mayor Mitch Landrieu
City of New Orleans, LA

Mayor Ras J Baraka
City of Newark, NJ

Mayor Donna D Holaday
City of Newburyport, MA

Mayor Setti Warren
City of Newton, MA

Mayor Chris Koos
City of Normal, IL

Mayor Connie Leon-Kreps
City of North Bay Village, FL

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City of North Brunswick, NJ

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City of Northampton, MA

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Mayor Sean Murphy
City of Telluride, CO

Mayor Mark Mitchell
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Traverse City, MI

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City of West Hartford, CT

Mayor Edward O'Brien
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Mayor John Heilman
City of West Hollywood, CA

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City of West Palm Beach, FL

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City of West Sacramento, CA

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City of Weston, FL

Mayor Thomas M Roach
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Mayor Ryan Reynolds
City of Whitney Point, NY

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Mayor Angel Barajas
City of Woodland, CA

Mayor Joseph M Petty
City of Worcester, MA

Mayor Mike Spano
City of Yonkers, NY

Mayor Amanda Maria Edmonds
City of Ypsilanti, MI

Updated signatories as of 2 am PT on June 6, 2017

Climate Mayors (aka, Mayors National Climate Action Agenda, or MNCAA) is a network of 257 U.S. mayors—representing over 59 million Americans in red states and blue states—working together to strengthen local efforts for reducing greenhouse gas emissions and supporting efforts for binding federal and global-level policy making. Climate Mayors recently released an [open letter to President Trump](#) to oppose his actions thus far against climate action. In January, 30 Climate Mayors issued an [EV RFI](#) to show automakers and manufacturers that 114,000 of their cities' cars and trucks could be electrified.

If you would like to sign this statement, or require further information about the Climate Mayors (MNCAA) and its activities please email info@climate-mayors.org or visit our website <http://www.climate-mayors.org>.

NOTE 12 am, 6/6: Please note that we are receiving a significant amount of interest from US cities in joining Climate Mayors and we may be delayed in responding to you. If your Mayor wishes to sign on, please send an email from an authorized person in your city stating so, and also provide the contact details of your city government's representative for climate issues.



WE ARE STILL IN

Open letter to the international community and parties to the Paris Agreement from U.S. state, local, and business leaders

We, the undersigned mayors, governors, college and university leaders, businesses, and investors are joining forces for the first time to declare that we will continue to support climate action to meet the Paris Agreement.

In December 2015 in Paris, world leaders signed the first global commitment to fight climate change. The landmark agreement succeeded where past attempts failed because it allowed each country to set its own emission reduction targets and adopt its own strategies for reaching them. In addition, nations - inspired by the actions of local and regional governments, along with businesses - came to recognize that fighting climate change brings significant economic and public health benefits.

The Trump administration's announcement undermines a key pillar in the fight against climate change and damages the world's ability to avoid the most dangerous and costly effects of climate change. Importantly, it is also out of step with what is happening in the United States.

In the U.S., it is local and state governments, along with businesses, that are primarily responsible for the dramatic decrease in greenhouse gas emissions in recent years. Actions by each group will multiply and accelerate in the years ahead, no matter what policies Washington may adopt.

In the absence of leadership from Washington, states, cities, colleges and universities, businesses and investors, representing a sizeable percentage of the U.S. economy will pursue ambitious climate goals, working together to take forceful action and to ensure that the U.S. remains a global leader in reducing emissions.

It is imperative that the world know that in the U.S., the actors that will provide the leadership necessary to meet our Paris commitment are found in city halls, state capitals, colleges and universities, investors and businesses. Together, we will remain actively engaged with the international community as part of the global effort to hold warming to well below 2°C and to accelerate the transition to a clean energy economy that will benefit our security, prosperity, and health.

[Click here](#) to read full press release.

Companies, investors, mayors and governors wishing to add their name to the statement can do so by registering [here](#). Colleges and universities wishing to add their name can do so by registering [here](#).

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 Bill De Blasio, Mayor of New York City
 Kasim Reed, Mayor of Atlanta
 Kirk Caldwell, Mayor of Honolulu
 Martin J. Walsh, Mayor of Boston
 Sylvester Turner, Mayor of Houston
 Jackie Biskupski, Mayor of Salt Lake City
 Roy D. Buol, Mayor of Dubuque
 Steve Benjamin, Mayor of Columbia
 Chris Coleman, Mayor of Saint Paul
 Trish Herrera Spencer, Mayor of Alameda
 Kathy Sheehan, Mayor of Albany
 Allison Silberberg, Mayor of Alexandria
 Ed Pawlowski, Mayor of Allentown
 Jeanne Sorg, Mayor of Ambler
 Terence Roberts, Mayor of Anderson
 Christopher Taylor, Mayor of Ann Arbor

Adam Paul, Mayor of Lakewood
 Richard J. Kaplan, Mayor of Lauderhill
 Leslie Soden, Mayor of Lawrence
 Mark Stodola, Mayor of Little Rock
 Robert Garcia, Mayor of Long Beach
 Dennis Coombs, Mayor of Longmont
 Greg Fischer, Mayor of Louisville
 Skylar Peak, Mayor of Malibu
 Kirsten Keith, Mayor of Menlo Park
 Philip Levine, Mayor of Miami Beach
 Tom Barrett, Mayor of Milwaukee
 Mark Gamba, Mayor of Milwaukee
 Betsy Hodges, Mayor of Minneapolis
 Isiah (Ike) Leggett, County Executive of Montgomery County
 John Hollar, Mayor of Montpelier
 Ken Rosenberg, Mayor of Mountain View
 Deborah Kafoury, Chair, Multnomah County

Van W. Johnson, Mayor of Apalachicola
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 Jay Fisette, Chair, County Board of Arlington
 Esther Manheimer, Mayor of Asheville
 Steve Skadron, Mayor of Aspen
 Steve Adler, Mayor of Austin
 Catherine E. Pugh, Mayor of Baltimore
 Billy Keyserling, Mayor of Beaufort
 Denny Doyle, Mayor of Beaverton
 Kelli Linville, Mayor of Bellingham
 Jesse Arreguin, Mayor of Berkeley
 Robert Donchez, Mayor of Bethlehem
 John Hamilton, Mayor of Bloomington
 Gayle Brill Mittler, Mayor of Highland Park
 Suzanne Jones, Mayor of Boulder
 Eric Mamula, Mayor of Town of Breckenridge
 Joseph P. Ganim, Mayor of Bridgeport
 Lori Liu, Mayor of Brisbane
 Brenda Hess, Mayor of Buchanan
 Miro Weinberger, Mayor of Burlington
 E. Denise Simmons, Mayor of Cambridge, MA
 John Tecklenburg, Mayor of Charleston
 Jennifer Roberts, Mayor of Charlotte
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 Mayor Cranley, Mayor of Cincinnati
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 Lucy Vinis, Mayor of Eugene
 Stephen H. Hagerty, Mayor of Evanston
 Ray Stephanson, Mayor of Everett
 Michael C. Tetreau, First Selectman, Fairfield, CT
 Lioneld Jordan, Mayor of Fayetteville
 Wade Troxell, Mayor of Fort Collins
 Jack Seiler, Mayor of Fort Lauderdale
 Tom Henry, Mayor of Fort Wayne
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 Rosalynn Bliss, Mayor of the City of Grand Rapids
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 Peter Swiderski, Mayor of Hastings-on-Hudson
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 Setti Warren, Mayor of Newton
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 Jack Thomas, Mayor of Park City
 Jim Kenney, Mayor of Philadelphia
 Greg Stanton, Mayor of Phoenix
 Shirley Washington, Mayor of Pine Bluff
 William Peduto, Mayor of Pittsburgh
 Ted Wheeler, Mayor of Portland
 Tom Hughes, President, Metro Council of Greater Portland (OR)
 Liz Lempert, Mayor of Princeton
 Jorge O. Elorza, Mayor of Providence
 Hillary Schieve, Mayor of Reno
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 Tom Butt, Mayor of Richmond (CA)
 Lovely Warren, Mayor of Rochester
 Darrell Steinberg, Mayor of Sacramento
 Kim Driscoll, Mayor of Salem
 Ed Lee, Mayor of San Francisco
 Sam Liccardo, Mayor of San Jose
 Gary Phillips, Mayor of San Rafael
 Helene Schneider, Mayor of Santa Barbara
 Javier Gonzales, Mayor of Santa Fe
 Ted Winterer, Mayor of Santa Monica
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 Gary R. McCarthy, Mayor of Schenectady
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 Matt Larson, Mayor of Snoqualmie
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 Lyda Krewson, Mayor of St. Louis
 Rick Kriseman, Mayor of St. Petersburg
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 Timothy Kearney, Mayor of Swarthmore
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 Andrew Gillum, Mayor of Tallahassee
 Bob Buckhorn, Mayor of Tampa
 Mohammed Hameeduddin, Mayor of Teaneck
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 Dow Constantine, Executive of King County (WA)
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 Christopher Cabaldon, Mayor of West Sacramento
 Thomas Roach, Mayor of White Plains
 Debora Fudge, Mayor of the Town of Windsor
 Allen Joines, Mayor of Winston-Salem
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State of California
 State of Connecticut
 State of Hawaii
 State of New York
 State of North Carolina

State of Oregon
 State of Rhode Island
 Commonwealth of Virginia
 State of Washington

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 James Mullen, President of Allegheny College
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 Carolyn Martin, President of Amherst College
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 Marjorie Hass, President of Austin College
 Robert Goldberg, Interm President of Barnard College
 Clayton Spencer, President of Bates College
 Mariko Silver, President of Bennington College
 Lyle Roelofs, President of Berea College
 Ellen Kennedy, President of Berkshire Community College
 Robert Kustra, President of Boise State University
 Glen LeRoy, President of Boston Architectural College
 Clayton Rose, President of Bowdoin College
 Mickey Burnim, President of Bowie State University
 Ronald Liebowitz, President of Brandeis University
 John Sbrega, President of Bristol Community College
 Thom Chesney, President of Brookhaven College
 J. David Armstrong, Jr., President of Broward College
 Kimberly Cassidy, President of Bryn Mawr College

Jonathan Veitch, President of Occidental College
 Lawrence Schall, President of Oglethorpe University
 Rockwell Jones, President of Ohio Wesleyan University
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 Thomas Ramage, President of Parkland College
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 Wim Wiewel, President of Portland State University
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 Nancy Cantor, Chancellor of Rutgers the State University of New Jersey Newark Campus

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 Mary Spilde, President of Lane Community College
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 Matthew Shank, President of Marymount University
 David Podell, President of Massachusetts Bay Community College
 David Nelson, President of Massachusetts College of Art and Design
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 John Anderson, President of Millersville University of Pennsylvania
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 Sonya Stephens, Acting President of Mount Holyoke College
 H. James Williams, President of Mount St. Joseph University
 Debra Derr, President of Mt. Hood Community College
 Charles Lief, President of Naropa University
 Daan Braveman, President of Nazareth College
 Milan Milasinovic, President of New England Culinary Institute
 Joel Bloom, President of New Jersey Institute of Technology
 Michael Young, President of New York Film Academy
 Andrew Hamilton, President of New York University
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 Christa Slejko, President of North Lake College
 Patricia Gentile, President of North Shore Community College
 Peter Hsieh, President of Northwestern Polytechnic University

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 George Blumenthal, Chancellor of University of California, Santa Cruz
 Charles Ambrose, President of University of Central Missouri
 Susan Herbst, President of University of Connecticut
 Eric Spina, President of University of Dayton
 Dennis Assanis, President of University of Delaware
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 Louise Pagotto, Interim Chancellor of University of Hawai'i Kapi'olani Community College
 Helen Cox, Chancellor of University of Hawai'i Kaua'i Community College
 David Lassner, President of University of Hawai'i System
 J. Bruce Harreld, President of University of Iowa
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 Javier Miyares, President of University of Maryland University College
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 J. Keith Motley, Chancellor of University of Massachusetts Boston
 Peyton Randolph Helm, Interim Chancellor of University of Massachusetts Dartmouth
 Jacqueline Moloney, Chancellor of University of Massachusetts Lowell
 Julio Frenk, President of University of Miami
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 Steven Kaplan, President of University of New Haven
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 David Dooley, President of University of Rhode Island
 Ronald Crutcher, President of University of Richmond
 Julie Sullivan, President of University of Saint Thomas
 Paul Fitzgerald S.J., President of University of San Francisco
 Harris Pastides, President of University of South Carolina Columbia
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 Ana Mari Cauce, President of University of Washington
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 Marc Mihaly, President and Dean of Vermont Law School
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 Nathan Hatch, President of Wake Forest University
 Paula Johnson, President of Wellesley College
 Jonathan Gibraltar, President of Wells College
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 Rex Fuller, President of Western Oregon University
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Morton Schapiro, President of Northwestern University
Marvin Krislov, President of Oberlin College

Sabah Randhawa, President of Western Washington University
Dennis Hanno, President of Wheaton College (MA)
Kathleen Murray, President of Whitman College
Adam Falk, President of Williams College
Richard Helton, Interim President of Wittenberg University
Laurie Leshin, President of Worcester Polytechnic Institute

BUSINESSES AND INVESTORS

1908 Brands, Inc.	Distance Learning Consulting	Livingston Energy Innovations	Sierra Leadership
196 LLC	Distinction Management Group	LivSolar Eco Energy	Sierra Nevada Brewing Co.
2 Point Perspective: Architecture	DLG Naturals	Liz Muller & Partners	Sift Science
2050 Partners, Inc.	Dobson Pipe Organ Builders	LMK Brands	SigFig
20spokes	Domini Impact Investments LLC	Longhorn Solar	Silicon Ranch Corporation
22 Designs	Dominican Sisters of Hope	Loom Decor	Silicon Valley Leadership Group
23andMe	Dominican Sisters of Sparkill	Loon Mountain	Silver Squid Music
247Solar Inc.	Dominican Sisters Racine Wi	Loring, Wolcott & Coolidge	Simple Energy
3Advance	Dominio IV Wines	Los Angeles Cleantech Incubator (LACI)	Sisters of Bon Secours, USA
3Degrees	DoneGood	Lotus Foods, Inc.	Sisters of Charity, BVM
3rd Rock Data, Inc.	Dopper	Lyft	Sisters of Charity, Halifax
475 High Performance Building Supply	Dr. Brite	M&E Engineers, Inc.	Sisters of Our Lady of Christian Doctrine
7th Generation Labs	Dr. Bronner's Magic Soaps	Machado Maxillofacial Surgery	Sisters of Saint Joseph
7X Energy	Dress It Up Dressing	Mack Weldon	Sisters of Saint Dominic of Blauvelt, NY
900 Degrees Neapolitan Pizzeria	Dropbox	Maclay Architects	Sisters of St. Francis of Philadelphia
A Cheerful Note Cellars	e-DonorCare Technologies, Inc	Macroclimate LLC	Sisters of St. Joseph
A to Z Wineworks	Eagle Creek	Macson Investments	Sisters of the Humility of Mary
A.I.R. Natural, Organic Lawn Care & Sustainable Landscaping Services	Eagle Strategies	Mag10 Media	Sisters of the Presentation of the BVM, Aberdeen SD
AAQIUS	Earth Equals, Inc.	MagicHour Films, Inc.	Skanska USA Inc.
Abeille Homes	Earth Equity Advisors	Mama Bear Birth Arts	Ski Butlers
Acer America Corporation	Earth Friendly Products	Manaaki	Ski Depot, Inc.
Addison County Independent	Earth Steward Consulting	Management Resources	SkilRoute (RandomWalk Innovations Inc.)
Adidas	EarthKind Energy	Mangrove Web Development	Skyline Bear Valley Resorts
Admix, Inc.	Earthly Ideas LLC	Manhattan Holistic Chamber of Commerce	Smartwool Corporation
Adobe	EarthShift Global	ManpowerGroup	SMASHsolar
Adrian Dominican Sisters, Portfolio Advisory Board	Earthy, LLC	Mapbox	Snap Inc.
Adventive	Eastern Bank	Maple Craft Foods	Snow Ridge Resort
AdventureCORPS, Inc.	Eave	Marcolt LLC	Snowbird
Adzerk	eBay	Marqeta, Inc.	Snowshoe Mountain, Inc.
Aegis Renewable Energy	Echo Credits	Mars, Incorporated	Social(k) Inc.
Affinity Flavors	Eclipse Services, A Division of Quadrivium, Inc.	Marshall Street Management	Socially Responsible Investment Coalition
Aggie Writing Services	Eco Malibu Design	Maryknoll Sisters	Society of St Ursula
Agrilyst	ECO-OS Inc.	Massanutten Resort	Soda Springs Ski Resort
Airbnb	Eco-Products	Matter Unlimited	Sojourn Partners
Alameda Natural Grocery	Ecobutterfly Organics	Mazzetti	Sol agua terra, inc
Aleva Stores	EcoConsulting	McKnight Foundation	
All Good	Ecodeo	McPherson Strategies, LLC	
	EcoPlum	Meetup	
	Ecosystems Group, Inc.		

AllEarth Renewables, Inc.

Allianz SE

Alnical LLC

AlphaGlider LLC

Alpine Enterprises Inc.

Alter Eco

Alter Eco Foods

Alternabiotics

Amalgamated Bank

Amavida Coffee and Trading Company

Amazon

Ambata Capital, LLC

Ambatalia

Ambient Energy

AMD**Ameresco, Inc.**

American Outdoor Products, Inc.

American Reading Company

Amicus Green Building Center, LLC

Amper Music

Amy's Kitchen

Anderson Family Vineyard

Angstrom Science Inc.

Annie's, Inc.

AnthemWild

Anthesis Group

Anthropocene Institute

Antonelli's Cheese LLC

Aphra Communications

Appalachian Ski Mtn. Inc.

Appalachian Tails

Apple

Applied Sustainability Group

AppNexus

Apricus Solar Hot Water

Arapahoe Basin

Arch Systems

Arctic Solar Ventures Corporation

Arjuna Capital

Arkadium

Arkin Tilt Architects

Armstrong Design Office

Aroma Naturals

Artemis Water Strategy

As You Sow

Aspen Brewing Company

Aspen Skiing Company

Asperger Experts LLC

Assistant Solar LLC

Edelmann Love Properties, Inc

EDF Group**Edison International**

Eighty2degrees Design Studio

EILEEN FISHER

Eisenberg & Fouts, P.A.

Elbe's Edibles

Elevation Energy & Communications

Elevation Pictures Photo/Video

Elk Packaging

Emerger Strategies

Emmy's Organics, Inc.

Empower Digital

Emzingo Group

Encore Renewable Energy

Encourage Capital

Endosys

Endurance Capital Partners, LLC

Energineers

Energy 350 Inc.

Energy Studio, Inc.

EnergyWorks

enso collaborative

Enviro-Stewards Inc.

Environment & Enterprise Strategies

Environmental & Public Health Consulting

Envizi

Epic Capital Wealth Management

Equilibrium Services Group, Inc.

Ericsson

Espresso Parts

Ethical Bean Coffee

Ethos Capital Realty Partners

Etsy, Inc.

Evangelical Lutheran Church in America

Evelina Eco Events

Everence and the Praxis Mutual Funds

Evergreen Consulting & Training

Evergreen Sustainability, LLC

Every Square Inch Home Inspections, LLC

Evian

Evolution Marketing

evox OmniMedia, PBC

Ewers Architecture

extendYoga

Facebook

Merck Family Fund

Mercury Press International

Mercy Health

Mercy Investment Services

Merge4

Metro Paws LLC

Metropolitan Group

Metrus Energy, Inc.

MH Immigration Consulting

Michael W. Graine Consulting, LLC

Microsoft

Middleton Arts Management

Midland Machinery Co., Inc.

Mightybytes

Millennium Microgrid

Miller/Howard Investments, Inc.

Millyard Communications

mindbodygreen

MindEase Billing

Mirova

Missy J's Snacks + Treats

MMercer Consulting

Modavanti

Modern Species

MOM's Organic Market

Monadnock Food Co-op

MongoDB

Moontrail

Moore Capital Management

MooreBetterFood

Moravec Labs

Morning Glory Chai

Mother E, LLC

Motivate

Mountain Gear

Mountain High Resort

Mountain Rider's Alliance

MovingWorlds

Mt Bachelor LLC

Mt. Hood Meadows Ski Resort

MU/DAI

Mullaney's Fish Markets

Mundell & Associates, Inc.

mvWiFi, llc

My Trail Company

MyFlightbook

Namu Baru Inc.

NASW, SC Chapter

Nathan Cummings Foundation

Sol Coast Consulting & Design, LLC

Solar Mowing

SolarReserve

Solberg MFG

SolEd Benefit Corp

Sonen Capital

Sons and Daughters Farm

Source Code, LLC.

Sourcepoint Technologies

South Carolina Small Business Chamber of Commerce

South Salem Cycleworks

Soveren Solar

Spector and Associates

SPEEDILICIOUS

Splice

Spotify USA Inc.

Square Organics

Squarespace, Inc.**Squaw Valley Ski Holdings**

Stage Right Organizational Development, In.

Stakeholders Capital

Stance Capital

Starbucks Coffee Company

Starting Line Physical Therapy

State Treasurer of Maryland

STAY VOCAL

Stern Insurance

Steve Harvey Law LLC

Stevens Pass Mountain Resort

STOKE Certified

StoneWork Capital

Stonyfield

Stormwater Maintenance & Consulting

Strategic Rise Partners

Stratton Search Partners

Stratus Building Solutions

Strava, Inc.

Stream Design Landscape Architecture

Strugatzen Ventures Inc.

Sugarbush Resort

Sun Tribe Solar

SunCommon

Sunlight Electric, LLC

Sunsprout Farms of Central Ohio LLC

Surface LLC

Sustain Natural

AstraPoint Enterprises
 At the Epicenter
 Atelier Ten
 Athens Impact Socially Responsible Investments
 Atlas Principals LLC
 Aunt Bertha
Autodesk
 Avalon Enterprises Inc
Aveda
Avery Dennison
 AVG
 Avvo
 AW Bernard, Inc.
 Azzad Asset Management
 B Lab
 B.E.S.T.
 Backyard Bounty
 Badger
 Badger Maps
 Bamboo Living
 BamCore LLC
 Bard Rao + Athanas Consulting Engineers LLC.
 Bario Neal Jewelry
 Barrett International Technology Incorporated
BASF
 Basso Capital Management
 Beautycounter
 Beechleaf Design
 BELKIS Consulting, LLC
 Bella Luna Toys
Ben & Jerry's
 Bent Paddle Brewing Co.
 Bergsund DeLaney Architecture
 Beridan Naturals
 Beyond Broth
 Big Kid Science
 Big Path Capital
 Big Sky Resort
 Biohabitats, Inc
 Biomimicry 3.8
 Biositu, LLC
 Bisbee Food Co-op
Bloomberg LP
Blue Apron
 Blue Brook Architecture, Inc.
Blue Cross Blue Shield of Massachusetts
 Blue Gothic Design Studios, LLC

Farmers Restaurant Group
 Fattail Financial Advisory Group Inc
 Felican Sisters of North America
 Feral Mountain Co.
Fetzer Vineyards
 FFI
 Fiberactive Oranics, LLC
 Fieldlens
 Fieldstone Publishing
 Filson and Rohrbacher PLLC
 Filtrine Manufacturing Company
 Fireclay Tile
 Firefly Chocolate
 First Affirmative Financial Network
 Fission Strategy
 Flink Energy Consulting
 Florida Eco Products
 Footprint Power LLC
 Formata
 Forward Philanthropy
 Four Twenty Seven
 Foursquare
 Framework LLC
 Franciscan Sisters of Allegany NY
 Fred Thomas Resort Inc.
 Friends Fiduciary Corporation
 Full Picture
 FullCycle Energy LP
 Fully
 Futerra
 FUTUREMADE
 Gale River Motel, LLC
Gap Inc.
 Gara Landscapes, LLC
 Gaumenkitzel Restaurant
GCI General Contractors
 Geelen Counterflow
 Gelfand Partners Architects
General Assembly
 Generate Capital, Inc.
 Gladstone Group
 Global Organics
 Global Shokunin
 Globel  Energy
 GlobeScan
 GOOD COMPANY
 Good Start Packaging
 GoodLight Natural Candles
 Goodmeetsworld

National Car Charging LLC
National Co+op Grocers
 National Latino Farmers & Ranchers Trade Association
 National Ski Areas Association
Natixis Asset Management
 Natural Habitat Adventures
 Natural Habitats USA
 Natural Investments
 Nau International
 Naughton Braun
 NDPoint Strategies
 NeedsList, PBC
 Neighborhood Sun
 Nelumbo
 NEMO Equipment
Nest Labs
Nestl  U.S.
Netflix Inc.
 NetRaising
 Nettleton Strategies
New Belgium Brewing
New York City Office of the Comptroller
 NewLevel Group, LLC
 NewsCred
Next 15
 NEXTracker
 Nia Impact Advisors, LLC
NIKE
 NK Architects
 No Typical Moments
 Normandeau Associates, Inc
 North Berkeley Investment Partners
 North Coast Organics
 Northeast Solar
 NorthStar Asset Management, Inc.
 Northwest Coalition for Responsible Investment
 Noyes Law Corporation
 Nth Power
 Numa Marketing
 Nurx
Nutiva
 Oasis Montana Inc.
 Oberon Fuels, Inc.
 Objective Consulting, Inc.
 Ocean View Enterprises
 Octagon Builders
 Office Nomads

SustainAbility Page 81

Sustainability and Impact Investing Group of Rockefeller & Co.
 Sustainability Dashboard Tools
 Sustainability Solutions LLC
 Sustainable Action Consulting PBC
 Sustainable Brands
 Sustainable Business Consulting
 Sustainable Capital, LLC
 Sustainable Choices, LLC
 Sustainable Design Consulting, LLC
 Sustainable Food Lab
 Sustainable Food News
 Sustainable Furnishings Council
 Sustainable Health Solutions Inc.
 Sustainable Investment Group (SIG)
 Sustainable Museums
 Sustainable Source Studios
 Sustainbody
 Sustrana
 SVT Group
 Sycamore Properties
 Synapse International
 T1C MOMANT
 Tahoe Sierra Transportation LLC
 Tailor Maids
 Taos Ski Valley, Inc.
 Taproot Security
Target
 Teadora Beauty
 Teague Hopkins Group
 Teak Media + Communication
 Team Exponent
 Tech Networks of Boston
 Tech:NYC
 Technicians For Sustainability
 Telluride Ski & Golf
 Ten Over Studio Inc
 Tender Greens
 Terra Alpha Investments, LLC
 Terrapin Bright Green
 TerraVerde Capital Management LLC
Tesla
 Teton Gravity Research
 Tevlin Strategic Communication
 Text100
 Thanksgiving Coffee Company

Blue Moon Wellness	Google Inc.	Office of the New York State Comptroller	The Added Edge
Blue Mountain Solar, Inc.	goTenna	OgreOgress productions	The Alchemist Brewery
Blue Star Integrative Studio	Governance & Accountability Institute, Inc.	OhmConnect	THE ALPINE COLLECTIVE
BlueKitty, Inc.	GPM Global	Oliver Russell	The Ansar Law Firm
BlueSky Investment Management	Gracefully Global Group LLC	Omnidian	The Big Bad Woof
Bluesource	Gracefully Green, LLC	One Architecture	The Blueshirt Group
Bluestone Life Insurance Company	Grand Solar, Inc.	One Village Coffee	The Brigade
Blumenthal Consulting	Granite Horizon, LLC	One World Play Project, Inc	The Builders Fund
BMDM Digital Marketing	Gratitude Railroad	Onfleet, Inc.	The Carry-On Collective
Bogus Basin Mountain Recreation Area	Gray Leaf Consulting	OnwardClick, Inc.	The Chile Woman
Bonnaire Enterprises LLC	Great Green Content	Optimus Technologies Inc.	The Davidson Group
Bora Architects	Green America's Green Business Network	Optoro	The Estée Lauder Companies
Boreal Mountain Resort	Green Century Capital Management	Oregon State Treasury	The Glass Jar, Inc.
Boston Common Asset Management, LLC	Green Dinosaur, Inc.	ORGANIC INDIA	The Green Engineer, Inc.
Boston Trust/Walden Asset Management	Green Energy Options	organicARCHITECT	The Hartford
Boulder Associates	Green Girl Land Development Solutions LLC	Ortlieb USA LLC	The Hvizda Team LLC/ Keller Williams Realty Metro
Bowerbird Communications	Green Hammer	OSC2	The John Merck Fund
Box Latch Products made by Eco Latch Systems, LLC	Green Heron Tools, LLC	Outdoor Industry Association	The Junkluggers
Boyne Resorts	Green Ideals Group	Outerknown	The Leland Group
Brannan Management Company	Green Retirement, Inc.	Outpost Natural Foods	The Lion Company, Inc.
Breaking Ground Contracting	Green Travel Media	Owens Business & Consulting, LLC	The North Face
Breckinridge Capital Advisors	Greenbank Associates	P.L.A.Y. Pet Lifestyle And You, Inc.	The P3 Organization
Brendle Group	greenblendz, inc	Paladino and Company	The Pension Boards - UCC, Inc.
Brew Media Relations	Greener Environments, Inc.	paleBLUEdot LLC	The Philosopher's Stoneground Regenerative Nut Butters
Brewery Vivant	GreenerU	Palmetto	The Plantsman
Brick House Wine Company	Greenhouse Loft	Paloma Clothing	The Rose Family Foundation
Bridges Produce	Greenpoint Innovations	Paradigm General Contractors/ Construction Managers	The Ruskin Group
Bright Power	Greentown Labs	Parasolka	The Scott Petinga Group
Brighton Resort	Greenvest	Parnassus Investments	The Shift Network
Brigit Ventures	GridMarket	Participant Media	The Siren Agency
Brink Communications	Griesinger Films	Partners In Crime Creative Syndicate LLC	The Stella Group, Ltd.
Briotech, Inc	Group Nine Media	Patagonia	The STEMcell Science Shop
BROAD Group	GruenerVentures	Pax World Funds	The Sustainability Guys
Brooklyn Grange Rooftop Farm	Habitat Property Management	Peace Coffee	The Traveler Site
Brooks Sports	Halcom Consulting llc	Pearson	The Wei
Bruss Project Management	Halperin Creative, LLC	Pegasus Capital Advisors, L.P.	The YES Bar Company
Buglet Solar Electric Installation	Hammerschlag & Co. LLC	Peninsula Clean Energy	Think BIG Consulting
Building Bridges Counseling and Consulting	Hampshire Power	PeopleDoc	Thinkshift Communications
Bullitt Foundation	Hand in Hand Soap	PeopleSense Consulting	thinkstep Inc.
Bunk House at ZION	Handy	Perkins+Will	Third Partners, LLC
Burton Snowboards	Hangar	Permaculture Gardens	This Is Folly Design
Business Consulting of NH, LLC	Hannon Armstrong	Pete and Gerry's Organics, LLC	Thornton Tomasetti
Business Culture Consultants	Happy Family Brands	Peter L. Villa Fine Art	Thought Leader Public Relations
Business Wisdom	HARBECC	PG&E Corporation	ThoughtWorks
C+C	HARRISON architects	Phoenix Cycle Shop LLC	Three Corners Capital
CA Technologies	HaydenTanner, LLC	Photo Booth Entertainment LLC	Thrive Impact Sourcing and Ingage Partners
	Hazel & Dot LLC		Thunderbolt Clean Energy, LLC
			Tierra Vista Tours & Consulting

Cahail Construction	Hazelrigs Architecture & Design, pllc	Phyn	Tiffany & Co. Page 83
Califia Farms	HeartPath Acupuncture, LLC	Pinwheel	Timberland
California Olive Ranch	Helicon Works	PIPs Rewards	Time Crunch Health & Fitness
California Ski Industry Association	Heritage Solutions	Pisticci Restaurant	Time4Good
California State Controller	Herman Miller	Pitchfork Communications	Ting
CalPERS	Hewlett Packard Enterprise	PIXTERITY	Tinybop Inc
CalSTRS	HJKessler Associates	Placetaylor Inc.	TITAN Platform US
Calvert Research and Management	Holiday Valley Resort	Planet Labs	Toad&Co
Cambia: Regeneration by Design	Home Efficiency Resources	PlanGreen	Tomlin Lighting, Inc.
Cambridge Energy Advisors	Homeboy Recycling, a California social purpose corporation	PlayingFire	TopHatch, Inc.
Cambridge Naturals	Homefree, LLC	PLC Repair	Toshiba America Business Solutions, Inc.
Campbell Soup Company	Horse & Dragon Brewing Company	Plum Organics	Towle Enterprises
Campman	House Kombucha	POINT380	TPG
Cantabrigian Mechanics	HP Inc.	Portland General Electric	TPSS Co-op
Capricorn Investment Group	HSL Development	POWDR	Trade It, Inc.
Carbon Consultants, Inc.	Hugh Lofting Timber Framing & High Performance Building	Prairie Ventures, LLC	Traditional Medicinals
Carbon Credit Capital	Humanity, Inc/SoulBrandingSM SM Institute	Prana Business LLC	Transformative Wealth Management, LLC
Carol Cone ON PURPOSE	Humans on the Move	PRB Connect	TransitScreen, Inc
Carolina Biodiesel, LLC	Hungryroot	Preserve	TransPower
Catalyst Clean Energy Finance, LLC	HydroCycle Engineering	Priority Veterinary Management Consultants	TravGanic
Catbird	HydroQuest	Productive Learning LLC.	TreeHouse
Catholic Health Initiatives	Hypable Media	Profit Enterprises, LLC	Trek Light Gear
Cause Strategy Partners, LLC	IBM Corporation	Progressive Asset Management	Tri-State Coalition for Responsible Investment
CDI Meters, Inc.	ICCR (Interfaith Center on Corporate Responsibility)	Progressive Investment Management	Trillium Asset Management
Ceconi Consulting	IceStone LLC	Prologis	Trinity Health
Celilo Builders	ICO Consulting	PromptWorks, LLC	Triple Mountain
CEM Design, Architects	Ideal Energy Inc	ProofPilot	TripZero
Center for Purposeful Leadership	Ideal Energy Inc.	Prophecy Impact Investments, LLC	Triskele Collaborative
CenterPoint Financial, Inc.	IKEA NA Services LLC	Prosperity Candle	Tuckerman & Co.
CF Services Group, Inc.	Image 4	Providence St. Joseph Health	Tumblr, Inc.
CFO on Speed Dial	Impact Infrastructure, Inc.	PSCCU	Twilio
ChangeWorks of the Heartland	Impax Asset Management	Public - Supply	Twitter
Chosen Futures	Incandescent	Puget Sound Solar	Two Parts
Christopher Intellectual Property Law, PLLC	Independence Solar	Pulp Pantry	U.S. Green Building Council
Christopher Reynolds Foundations	Independent Power Systems	Puralytics	Uber Technologies, Inc.
Chuckanut Builders	Indigo Natural Marketing & Sales	Pure Strategies	Udacity, Inc.
Ciao Thyme	Indow	Putnam-Pritchard Interiors/NUBU Design	UltraCell Insulation, LLC
Circle Furniture	Infer Energy	Quad Analytix	UncommonGoods
City Compost	Infinera	Quality Choices, Inc.	Under Armour
Clarifai	Infinitum Humanitarian Systems	Quantum Financial Planning LLC	UNFI United Natural Foods Inc.
Class Act Boutique LLC	Information Technology Industry Council	Quarterdeck LLC	Unilever
Classique Floors + Tile	Ingersoll Rand	Queen & Associates	Unitarian Universalist Association
CLC Advisors, LLC	inNative	Queridomundo Creative	Unite the Center Incorporated
Clean Edge, Inc.	Innovative Power Systems, Inc.	Quizlet, Inc.	United Church Funds
Clean Yield Asset Management	Intoptia	Quri	Unity Digital Agency
CleanCapital		Rakowsky Mediation	Untours
CleanChoice Energy, Inc.		Rancho Gallina Eco-Retreat	Upward Architecture
			Urban Moonshine

CleanWave Group	Inquiry Institute International	Ravenswood Natural Health	Urban Offsets Page 84
ClearBridge Investments	Insight Network LLC	RC Flying Cameras, LLC	Vail Resorts
Cleaves Consulting LLC	InStep Consulting LLC	RDF LLC	Velasquez Family Coffee
Clif Bar & Co.	Integral Group	Re-nourish, LTD.	Verbio Group
Clif Family Winery	Integrated Power Contracting LLC	Read and Write NYC Inc	Verdical Group
Climate Coach International	Intel Corporation	Readiness Rounds	Veris Wealth Partners
Climate Social, LLC	Interface	REBBL	Veritas Technologies LLC
Closing The Loop	Intersection	Recyclebank	Vermont Ski Areas Association
Cloudability	Intex Solutions, Inc.	Red Gopher Coop Corporation	Vermont Smoke & Cure
Cobble Hill Think Tank	Invenergy	Red Key Solutions	Vert Asset Management
Codecademy	Investment Insights, Inc	Red212	Veteran Compost
Coerver Analytics, LLC	IRN-The Reuse Network	Reddick Investment Properties	VF Corporation
Coherence Collaborative	Iroquois Valley Farms	Redstart Creative	Via
Coldstream Creative	ISOS Group	Reduce. Reuse. Grow. Inc.	VIANOVA
Collective Resource, Inc.	iSpring	Refactor Capital	Vigilent
Colorado Medical Waste, Inc.	J. Glynn & Company	Region VI Coalition for Responsible Investment	Vilicus Farms
Colorado Ski Country USA	J&B Importers, Inc.	ReGrained	Village Capital
Columbia Green Technologies	Jack Of All Fares	REI Co-op	Village Green Global Inc
Columbia Sportswear Company	Jahmu PBC	Relish Studio	Vincent P. Calvano, LLC
Committee on Mission Responsibility Through Investment of the Presbyterian Church U.S.A.	Jamit! Baskets	Resource Fiber LLC	Vinyasun
Common	Janarus - The Good Janitors	Resources In Action	Virgin Management
Community Benefit Consulting	JanSport	RESTIN	Visceral
Compass and Nail, Inc.	Jeux De Vagues	REV Sustainability	VisionPoint Consulting, Inc.
Confections With Convictions, LLC	JLens Investor Network	Revamp Engineering, Inc.	Vivid Story
Confluence Sustainability	JLL	ReVision Energy	Volvo Group North America
Congregation of St. Joseph	Joe's Tree Service, LLC	Reykjavik Geothermal	Wadleigh Falls Group
Connecticut Retirement Plans and Trust Funds	Johnson Controls	Reynders, McVeigh Capital Management	Wagner Custom Skis
Connective Impact	Jonathan Rose Companies	Rhode Island General Treasurer Seth Magaziner	Warby Parker
Conscious Business Institute	JouleBug	Ribose Inc.	WashPark Capital
CONTEMPL8 T-SHIRTS LLC	Joule Energy	Right Hat	Waste Farmers
Convex Technologies, Inc.	Joy Life Inc.	Rio Grande Renewables, LLC	Watershed West, LLC
Cool Energy, Inc.	JSA Financial Group	RiskSOURCE Clark Theders	WaterSmart Software PBC
Cooper James Investments	JTN Energy	Rivanna Natural Designs, Inc.	WayUp
Copper Mountain Ski Resort	Just Business	Rivermoor Energy	Weinstein PR
Coppertoppe Inn & Retreat Center	JUST Water	rksDesign	WeNeedaVacation.com
Coradine Aviation Systems	K2 Sports	RLP Wealth Advisors	West Paw
Cornerstone Capital Group	Kahl Consultants	Robin Labs	Western Union
Cornucopia Group	Kaiserman Company	Rockey Enterprises Inc	Wetherby Asset Management
Corporate Sustainability Advisors LLC	Kamanu Composites, LLC	Rods and Cones	Whale's Tale
Cotopaxi	Kargo	Rothy's	Whitney Architects
COULSON	Keap Candles	RoundPeg	Wholesum Harvest
Council Fire	KEEN, Inc	Royal Caribbean Cruises Ltd	WholeWorks
CRAFT	Keene Advisors	Royal DSM	Wild Joe*s Coffee Spot
Craft, Main & Co.	Kendall Investments	RRS	Willow Garden Preschool
Creative Action Network	Kennard Wealth Management Group	Rune's Furniture	Wilson Architects
Creative Creek, LLC	KERBspace	s2 Sustainability Consultants	WIMZKL, LLC
	Kickstarter, PBC	S&C Electric Company	Win Before Trial
	Kids Organic Clothing Company	s2 Sustainability Consultants	Winderlea Vineyard and Winery
	KieranTimberlake		Windham Mountain Resort
			Winkler Development Corporation

Cricket Design Works	Kikim Media	SABA Architects	Wired Flare
Crosby Hop Farm, LLC	Kilauea Bakery & Pau Hana Pizza	Safari Energy	WNWN International, Inc.
CrowdBureau, LLC	Killington Pico Ski Resort	Salesforce	Wolf, DiMatteo + Associates
Crystal Mountain Resort	Kimberton Whole Foods	Sarah Severn Consulting	Woodward Tahoe
CTA Architects Engineers	Kinetic North Consulting LLC	Saris	Work & Co
Culinary Culture Connections, LLC	Kirksey Architecture	Saunders Hotel Group	WorkSquare
Curren Media Group	KL Felicitas Foundation	Savenia LLC	World Centric
Current-C Energy Systems, Inc.	Kleynimals	Say it Forward Productions	Worthen Industries
CustomerFirst Renewables	Knotel	Schweitzer Mountain Resort	Wrangler
DaisyBill	Kohler Co.	Scope 5	Wrigley Investments LLC
Dana Lund Landscaping	Koppett.	Scott Echols Group, LLC	www.cohassetinsurance.com
Dancing Grass Designs LLC	Kosmenko & Co.	Scout Books	Wynkoop Properties, LLC
Danforth Pewter	Kuity, Corp.	Seagate Technology	Xanterra Parks & Resorts
Dang Foods	L'Oreal	Sealed Air Corporation	Xylem Inc.
Danone	Lake Flato Architects	Seattle City Light	Yahoo! Inc
DanoneWave	Lamey-Wellehan	Seed CX	YellowDog Printing & Graphics
Dansko Inc	Last Bottle Clothing	SEED Systems, Inc.	YES LIFE FOODS, LLC
DataArt	Laughing Moon Chocolates	SellerEngine Software	YIKES, Inc.
Daughters of Charity, Province of St. Louise	Law Office of Nancy D. Israel	Seneca Strategic Consulting, LLC	Yodsampa Consulting
Debra's Natural Gourmet	Law++	Seniorlink Inc	Yogauonline
Decheng Capital	LCA World	SetOcean	York Machine Works
Decoding Sustainability	Leadership Momentum	Seventh Generation	YUNI Beauty
Deep Stratus, Inc	LEEDerGroup.com	SexyGenius PBC	Z I A [zero impact architecture]
Deer Valley Resort	Levi Strauss & Co.	SFMG	Zaurie Zimmerman Associates, Inc.
Dehn Bloom Design	Lex Machina	SharePower Responsible Investing, Inc	Zen Business Consulting
Del Sol NRG, Inc	Lex Ultima Consulting, LLC	Shartsis Friese LLP	Zevin Asset Management
Desmos Inc	Liftopia	Sheng AI International llc	Zimmer Environmental Improvement
Detour, The Adventure Travel Marketplace	LighTec, Inc.	Shift Advantage	Zimmerman & Co CPAs Inc.
Dharma Merchant Services	Lightfoot Market	Shifting Patterns Consulting	Zmartar, LLC
Dignity Health	LightWire, Inc.	Shutterstock, Inc.	Zocdoc
Digs	Linton Family Foundation		Zola
Discovery Communications			Zoox
Disqus			

Signatories in bold >\$100 million in annual revenues or >\$5 billion in assets under management.

LEADERS IN THE US ECONOMY SAY “STILL IN” ON PARIS AGREEMENT

“We remain steadfastly committed to the sustainability, carbon and energy goals that we have set as a company and to the Paris Agreement’s ultimate success. Our experience shows us that these investments and innovations are good for our planet, our company, our customers and the economy.” – **Brad Smith, President and Chief Legal Officer, Microsoft**

“The coalition harnesses the power of scientific research and political and corporate leadership to make good on America’s promise to the world. Collectively we have resolved to meet or exceed our Paris Agreement commitments.” – **Dorothy Leland, Chancellor, UC-Merced**

“Climate change is a fact of life that people in Los Angeles and cities around the world live with every day. It is a grave threat to our health, our environment, and our economy — an urgent challenge that requires unprecedented collaboration. The President may be pulling out of the Paris Climate Agreement, but L.A. will lead by committing to the goals of the accord — and working closely with over 200 other Climate Mayors as well as governors and CEOs across the U.S. to do the same.” – **Eric Garcetti, Mayor of Los Angeles, Los Angeles, California**

“As the first state in the Trump era to take executive action to limit carbon emissions and create clean energy jobs, Virginia is proud to join this alliance of states, cities and businesses. President Trump's announcement to withdraw the United States from the Paris Climate Agreement does not speak for the states and cities that are committed to fighting climate change and paving the way for a new energy economy. If the federal government insists on abdicating leadership on this issue, it will be up to the American people to step forward — and in Virginia we are doing just that.” – **Terry McAuliffe, Governor, Commonwealth of Virginia**

“Collective action is a powerful force that will ensure the U.S. remains on track to meet and hopefully exceed the goals of the Paris Agreement. Lyft is proud to be part of this coalition and will be taking additional actions in the months and years ahead to ensure we do our part in addressing one of the greatest challenges of our time.” – **John Zimmer, CEO, Lyft**

“UConn is deeply committed to supporting environmental health and sustainability in any way we can. The decision to withdraw from the Paris Agreement does not mean that we as a university should abdicate our own responsibility to do what we believe is best for our state, the nation, and the world with respect to our environment. We will steadfastly continue to do our part in contributing to global efforts to address climate change.” – **Susan Herbst, President, University of Connecticut**

“Seagate will continue to support the ideas and principles outlined in the Paris Agreement. A global response to climate change is required, as inaction will be clearly detrimental to humanity and all living species. We will not abdicate our responsibility to lead in this important effort.” – **Steve Luczo, Chairman & CEO, Seagate Technology**

“Climate change does not need a passport. This is a global issue that needs a global solution. Investors support the Paris Agreement because it makes financial sense. Because we're a global investor, we're looking at this not just in the United States but in a whole wide range of markets internationally.” – **Anne Simpson, Investment Director, Sustainability, CalPERS**

“It is very regrettable that the US has decided to withdraw from the Paris Climate Treaty. In our opinion, we should not waste the opportunity to future-proof our economies and companies. We can't pass on the bill to next generations. Therefore, DSM remains committed to climate action.” – **Feike Sijbesma, CEO, Royal DSM**

“We have been operating on 100 percent renewable energy since 1999, and will remain committed to climate-smart policies in our business and to adopting new and exciting innovations. This is not only good for the planet—it's good for business. We hope our leaders and fellow businesses will join us in looking ahead and championing the reality that there is no conflict between economic growth and environmental stewardship.” – **Josh Prigge, Director of Regenerative Development, Fetzer Vineyards**

“The loud voice of business and investment - even as the President makes this historic mistake - has been an inspiration. The U.S. economy is an incredibly powerful engine for growth and prosperity and a wide variety of companies and investors have made it clear that even though the President is relinquishing America's leadership, we will take up the challenge.” – **Jonas Kron, Director of Shareholder Advocacy, Trillium Asset Management**

“We strongly disagree with the decision to exit the Paris Climate Agreement and remain committed to running a carbon neutral business and working toward a clean energy economy. We are proud to stand with millions of Americans, US companies, and city and state leaders who are in support of climate action.” – **Kevin Cleary, CEO, Clif Bar & Company**

“Gap Inc. believes that action on climate change is not an option, it's an imperative. This is an issue that impacts all of us, and our company was an early and emphatic supporter of the Paris climate agreement. We're proud to join this group of innovative leaders from cities, states, businesses, and civil society across the US in a commitment to taking action and doing the right thing for our planet and our people.” – **Art Peck, President and CEO, Gap Inc.**

“Climate change is one of the most important issues of our time. I believe we are faced today with a choice - we either act responsibly and move to address the damage we've done to our planet, or we act irresponsibly by failing to ensure a climate-resilient future. At Levi Strauss & Co., we will choose responsibility, and I hope that other business leaders will stand with us. Our future depends on it.” – **Chip Bergh, President and CEO, Levi Strauss & Co.**

“Aspen Skiing Company isn’t just opposing withdrawal from Paris. We’re going to fight it to the ground, and we’re going to implement the Paris accords ourselves, in our business, in Colorado, and as soon as possible, nationally.” – **Auden Schendler, Vice President, Sustainability, Aspen Skiing Company**

“Aveda joins many other businesses, local government and academic leaders in continuing to support climate action to meet the Paris Agreement. Aveda remains committed to our longstanding efforts to fight climate change. We will continue to purchase renewable energy and carbon offsets for our manufacturing and other North American operations while striving to be more energy efficient, work with suppliers to reduce the carbon footprint of our supply chain, work with NGO partners and other business to advocate for urgently needed policies, and educate the professionals in our retail, salon and spa network and their guests on actions they can take to make a difference.” – **Aveda**

“Now that Fortune 500 companies are including climate disclosure in their 10-K reports, we have good data indicating the business risks and upside associated with climate are material to shareholders. More than \$4 trillion in assets are at risk due to climate change, \$60 billion in energy is wasted in US businesses alone, and there’s a \$5.5 trillion market for low-carbon goods and services. We are ready to capitalize on this business opportunity, creating both jobs and profit for shareholders. At Autodesk, we are all in, and are more committed than ever to enlist our customers to design, build and manufacture net positive climate solutions.” – **Lynelle Cameron, VP of Sustainability for Autodesk and CEO of the Autodesk Foundation, Autodesk**

“Mars stands by the Paris Climate Agreement. We remain committed to work with all governments and our supply chain partners around the world to achieve the carbon reduction targets the planet needs.” – **Grant Reid, CEO and Office of the President, Mars**

“Man-made climate change is real, the science is incontrovertible, and the threat to our planet is undeniable. We cannot walk away from our obligations and pretend that reality doesn’t exist. We’re going to fight back, lead by example, and work towards a sustainable future in every capacity we can. If the White House works to turn back the clock on the environment, cities like New York will continue to stand up and protect it. That’s why I’m proud to join with hundreds of elected officials, educators, and business leaders in declaring that we’ll uphold the Paris Agreement.” – **Scott Stringer, NYC Comptroller**

“I have seen firsthand how other countries look to the United States as the most important leader in addressing climate change and the resulting impacts. It is my hope that cities and states will continue to lead this work. The decision of the Trump Administration to pull support of the Paris Agreement is a blow to future generations and the global efforts and commitments that have been made to save our planet.” – **Frank Cownie, Mayor of Des Moines, Des Moines, Iowa**

“The President’s decision to withdraw from the Paris agreement does nothing but motivate us even more to make responsible decisions on behalf of our planet. Columbia is still committed to finding innovative solutions for renewable energy and protecting the natural resources that we already have. As one of dozens of Mayors for 100% Clean Energy, I know we have the leadership and innovation to ensure our country does not lag behind in the midst of an incredibly important issue.” – **Steve Benjamin, Mayor of Columbia, Columbia, South Carolina**

“We are deeply disappointed by the recent shift in climate policy. NIKE believes that climate change is a serious global threat and that the world will need to radically redesign industrial systems and economies in order to enable a low-carbon growth economy. We will continue to honor our commitments on climate, including reaching 100% renewable energy in all NIKE owned or operated facilities around the world by 2025, participating in the U.S. Department of Energy’s Better Buildings Challenge and advancing materials innovation globally.” – **Hannah Jones, VP, Innovation Accelerator and Chief Sustainability Officer, NIKE, Inc.**

“I am deeply disappointed by our nation’s withdrawal from the Paris Climate Agreement. I find energy in the growing list of companies willing to voice their passion, commitment and resolve around our shared social and environmental responsibility. This is an important step for each of us to declare who we are and what we believe in. For us, being a triple bottom line business means putting a stake in the ground around purpose and practices. Across all industries, the time for change is now.” – **Eileen Fisher, Founder and Chairwoman, EILEEN FISHER, Inc.**

“State attorneys general are on the front lines fighting to protect our residents, the global community, and future generations from the dangers of climate change. We have long led efforts to promote clean energy and clean energy jobs in our states, advance smart policies to reduce greenhouse gas emissions, and defend the progress we’ve made to address this threat. [On behalf of our communities, our businesses, and our residents, the state attorneys general are proud to join this national alliance in support of achieving American commitments to the Paris Agreement.](#)” – **Maura Healey, Attorney General, Commonwealth of Massachusetts**

The 19 state attorneys general joining the coalition today include:

Xavier Becerra, California Attorney General

Maura Healey, Massachusetts Attorney General

George Jepsen, Connecticut Attorney General
 Matt Denn, Delaware Attorney General
 Karl A. Racine, District of Columbia Attorney General
 Doug S. Chin, Hawaii Attorney General
 Lisa Madigan, Illinois Attorney General
 Tom Miller, Iowa Attorney General
 Janet E. Mills, Maine Attorney General
 Brian E. Frosh, Maryland Attorney General

Lori Swanson, Minnesota Attorney General
 Hector Balderas, New Mexico Attorney General
 Eric T. Schneiderman, New York Attorney General
 Josh Stein, North Carolina Attorney General
 Ellen F. Rosenblum, Oregon Attorney General
 Josh Shapiro, Pennsylvania Attorney General
 Peter F. Kilmartin, Rhode Island Attorney General
 Thomas J. Donovan Jr., Vermont Attorney General
 Mark R. Herring, Virginia Attorney General

About this effort

This statement was coordinated by The American Sustainable Business Council, B Team, Bloomberg Philanthropies, Center for American Progress, Ceres, CDP, Climate Mayors, Climate Nexus, C40, C2ES, Environmental Defense Fund, Environmental Entrepreneurs, Georgetown Climate Center, ICLEI, National League of Cities, Rocky Mountain Institute, Second Nature, Sierra Club, The Climate Group, We Mean Business, and World Wildlife Fund.

We Are Still In Press Release — 06/05/2017

FOR IMMEDIATE RELEASE

Leaders in U.S. Economy Say “We Are Still In’ on Paris Climate Agreement

Climate Declaration Represents 120 Million Americans and \$6.2 Trillion of the U.S. Economy

Washington DC - A grand total of 1,219 governors, mayors, businesses, investors, and colleges and universities from across the U.S. or with significant operations in the U.S., representing the broadest cross section of the American economy yet assembled in pursuit of climate action, today [declared](#) their intent to continue to ensure the U.S. remains a global leader in reducing carbon emissions.

Together, these leaders are sending a strong signal to the international community and the 194 other parties to the Paris Agreement about the continued commitment of the U.S. to ambitious action on climate change absent leadership at the federal level. In the aggregate, the signatories are delivering concrete emissions reductions that will help meet America’s emissions pledge under the Paris Agreement.

Signatories include leaders from 125 cities, 9 states, 902 businesses and investors, and 183 colleges and universities. Participating cities and states represent 120 million Americans and contribute \$6.2 trillion to the U.S. economy, and include Oregon and cities like New York, Los Angeles, and Houston as well as smaller cities like Pittsburgh, Pennsylvania and Dubuque, Iowa. A mixture of private universities, state schools and community colleges, both small and large, have added their institutions to the statement. In total the undersigned businesses and investors account for a total annual revenue of \$1.4 trillion and include over 20 Fortune 500 companies, including Apple, eBay, Gap Inc., Google, Intel, Microsoft, and Nike, in addition to hundreds of small businesses, have also signed the statement.

The statement calls “The Trump administration’s announcement [one that] undermines a key pillar in the fight against climate change [and a move which is] out of step with what is happening in the United States.” The signers all understand that the Paris Agreement is a blueprint for job creation, stability and global prosperity and that accelerating the United States’ clean energy transition is an opportunity - not a liability - to create jobs, spur innovation, promote trade and ensure American competitiveness. By declaring that “we are still in,” the signatories are putting the best interests of their constituents, customers, students and communities first while assuring the rest of the world that American leadership on climate change extends well beyond the federal government.

In addition to this statement, since President Trump’s announcement to withdraw from the Paris Agreement, 211 [Climate Mayors have adopted](#) the Paris Agreement goals for their cities, 13 Governors have formed the bipartisan U.S. Climate Alliance, and 17 governors have released [individual statements](#) standing by Paris. Today’s statement embraces this rapidly growing movement of subnational and civil society leaders, by announcing that not only are these leaders stepping forward, they are stepping forward together.

To view the full statement, quotes and list of signatories, visit: www.WeAreStillIn.com

What does President Trump's announcement mean for U.S. participation in the Paris Agreement?

This announcement indicates that the United States will formally rescind its commitments made to reduce GHG emissions 26-28% by 2025, and will begin the process of withdrawing from the agreement in 2019. The United States cannot officially withdraw from the Paris until the day after the Presidential election in 2020. President Trump has also said he will begin the process of negotiating a better deal - it is unclear what he means by that.

What do you plan to do with the letter?

This statement is structured as an open letter, intended to clearly communicate to the administration and the international community that major subnational leaders in the United States are still committed to ambitious action on climate change, and intend to move forward with efforts to reduce carbon pollution and support the transition to a low carbon economy regardless of what the Trump Administration does regarding the Paris Agreement.

It will be hosted online and will remain open for signatures indefinitely. This statement will be a living document that represents the beginning of a new cross-sectoral effort of non-state actors to take even more ambitious action on climate change.

What is new and different about this letter/statement and the signers?

This statement reflects the broadest cross section of subnational and non-state actors yet assembled, speaking in a unified voice, and responding to the news of the first withdrawal of a country from the Paris Agreement with a commitment to continuing to pursue the transition to a low-carbon economy

Invited signatories include businesses of all sizes, investors, state governments, cities, and institutions of higher education.

What is the message?

The message is that "We Are Still In." Despite the Trump administration's decision to withdraw the U.S. from the Paris agreement, a huge swath of subnational and non-state actors in the U.S. are forging ahead, and are committed to doing their part in helping to drive down carbon pollution and fight climate change

Who can sign this letter?

Businesses of all sizes, investors, governors, mayors, higher education institutions

Is there a cost to join this letter?

No. There is no cost associated with signing the letter.

Is this a CEO-specific sign-on letter?

No. We are company names only - no individual CEO names, will be listed on the letter.

How can my organization sign this letter?

Any representative with authority to sign on behalf of their institution can fill out the information [at this link](#)

Does signing this letter commit my organization to anything else?

No, although the organizers may be in touch in the future with additional opportunities for engagement.

What is the deadline for signing on to this letter?

We will accept signatories on an ongoing basis. In order to ensure that your organization can be a part of the initial releases, please sign on as soon as possible, even as early as Friday.

When will this letter be released?

The letter may be released as early as Friday June 2nd

Can we offer edits to this letter?

The letter has been refined to date using feedback from a number of non-state actors. At this point, we are unable to accept further edits to the letter.

Why an open letter to the international community and parties to the Paris Agreement?

Some have raised concerns that a U.S. withdrawal could undermine the entire agreement.

It is critical to show the international community that despite the Trump Administration's decision, a sufficient number of entities within the U.S. are still committed to ambitious emissions reductions.

This is intended to give the other participants in the Paris agreement reassurance, and to communicate clearly that major parts of the country will do their part to honor our global commitments.

Why are the signatories dissatisfied with the decision by the Trump Administration?

Signatories correctly view the Trump Administration's decision to withdraw from the Paris Agreement as bad for business, bad for trade and competitiveness, bad for our international standing in the world, bad for public health.

They believe that withdrawal sets a dangerous global precedent and puts at great risk the already ambitious goal of keeping global temperature increases well below 2 degrees Celsius.

Are businesses and subnational entities planning to join forces in the future?

Yes, stay tuned for more opportunities to engage and show leadership.

What is your plan for media and press? How can I ensure my CEO can participate in press opportunities?

Open letter to the international community and parties to the Paris Agreement from U.S. state, local, and business leaders

Please fill out the form below to add your organization's name to this statement. You can download the FAQs for this statement [here](#).

We, the undersigned mayors, governors, college and university leaders, investors and businesses, are joining forces for the first time to declare that we will continue to support climate action to meet the Paris Agreement.

In December 2015 in Paris, world leaders signed the first global commitment to fight climate change. The landmark agreement succeeded where past attempts failed because it allowed each country to set its own emission reduction targets and adopt its own strategies for reaching them. In addition, nations – inspired by the actions of local and regional governments, along with businesses – came to recognize that fighting climate change brings significant economic and public health benefits.

The Trump administration's announcement undermines a key pillar in the fight against climate change and damages the world's ability to avoid the most dangerous and costly effects of climate change. Importantly, it is also out of step with what is happening in the United States.

In the U.S., it is local and state governments, along with businesses, that are primarily responsible for the dramatic decrease in greenhouse gas emissions in recent years. Actions by each group will multiply and accelerate in the years ahead, no matter what policies Washington may adopt.

In the absence of leadership from Washington, states, cities, colleges and universities and businesses representing a sizeable percentage of the U.S. economy will pursue ambitious climate goals, working together to take forceful action and to ensure that the U.S. remains a global leader in reducing emissions.

It is imperative that the world know that in the U.S., the actors that will provide the leadership necessary to meet our Paris commitment are found in city halls, state capitals, colleges and universities, investors and businesses. Together, we will remain actively engaged with the international community as part of the global effort to hold warming to well below 2°C and to accelerate the transition to a clean energy economy that will benefit our security, prosperity, and health.

To sign, please fill out the following information:

Personal Information:

First Name: *

Last Name: *

Organization Name (As you'd like it to appear on the statement): *

Title: *

Email: *

Organization Information:

State (U.S. Headquarters): *

Organization Type: *

Additional Information:

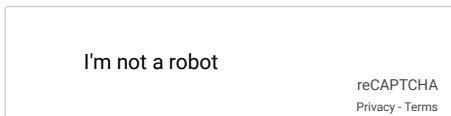
· If **business**, please list your annual revenue (*Note, this figure will only be presented in aggregate. Please feel free to provide an estimate.*):

· If **investor**, please list your assets under management (*Note, this figure will only be presented in aggregate. Please feel free to provide an estimate.*):

Please indicate how many U.S. employees your organization currently employs (*Note: figure will only be presented in aggregate*):

Please check this box if a representative is willing to talk to the press:

I am authorized to sign on behalf of my organization: *



This statement was coordinated by the American Sustainable Business Council, The B Team, Bloomberg Philanthropies, Center for American Progress, Ceres, CDP, Climate Mayors, Climate Nexus, C40, C2ES, EDF, Environmental Entrepreneurs, Georgetown Climate Center, ICLEI, National League of Cities, Rocky Mountain Institute, Second Nature, Sierra Club, The Climate Group, We Mean Business, and World Wildlife Fund.



TOWN OF PORTOLA VALLEY STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Howard Young, Public Works Director

DATE: June 14, 2017

RE: **Spring Down Pond Restoration Project – Request for approval of plans and authorizations for construction- Project #2017-PW05**

RECOMMENDATION

Staff recommends that the Town Council:

1. Approve the plans and specifications for the Spring Down Pond Restoration project and allow the Public Works Director to make any necessary changes as needed
2. Authorize staff to call for bids for the project
3. Authorize the Town Manager to award the project to the lowest responsible bidder with a total contract and change order amount not to exceed \$90,000.

BACKGROUND

The Town's Open Space Fund was used to purchase 6 acres fronting on Portola Road, from the Spring Down Equestrian Center in 2000 from owners Stan and Carol Goodstein. In November 2008, Spring Down Equestrian Center, under agreement, removed their horse ring facilities from the parcel. In 2008, in conjunction with the Town Center Project and as part of the restoration, the Town placed dirt fill and applied native grass seed to the lot. Before proceeding further with any alterations or improvements to the site, Council recognized the need for a master plan for the newly acquired parcel. At its December 9, 2009 Town Council meeting, the Council authorized the formation of the Ad-Hoc Spring Down Master Plan Committee to review site alternatives, develop a consensus on the optimal master plan for the site and present its recommendations to the Town Council. The members were appointed from applicants and members of Town Committees, Council, staff, and other interested members of the public to provide an open process.

At its April 13, 2011 meeting, the Town Council received a staff report concerning discussion items and direction formed by the Committee. The two major recommendations were in general:

Phase 1 - Installation of a perimeter trail (completed)

Phase 2 - Recommended work for planning and future implementation of converting the existing manmade pond into a vernal pool.

At the April 13, 2011 meeting, the Town Council approved the report's recommendations.

Implementation of Phase 2 included input and field meetings with: Members of the Ad-Hoc Committee, Open Space Committee, and Conservation Committee, engineers, hydrologists, and biologists. A design was assembled to present to the regulatory agencies for permitting with the understanding that the agencies comments would have to be incorporated.

The Town began its permitting process with the regulatory agencies in 2011. Agencies involved included: Regional Water Quality Control Board, Army Corp of Engineers, California Department of Fish and Wildlife and U.S. Fish and Wildlife. The initial permit applications and plans were then submitted to all the required regulatory agencies which resulted in a lengthy permitting process that included multiple site visits.

The Town received all its required permits in September 2016 just prior to the Winter season. The permits were based on the agencies approving the submitted scope and plans which cannot be changed without resubmittal to all agencies. The permits outline each agencies construction requirements and timing to address wildlife habitat impacts. Minor vegetation work has occurred and will continue on the site.

DISCUSSION

The preparation of construction documents for the Spring Down Pond Restoration Project is complete. The design was based on input and review from: the Ad-Hoc Spring Down Open Space Committee, the Open Space Committee representative (Gary Nielsen), and regulatory agencies such as the Army Corporation of Engineers, Fish and Wildlife, Federal Fish and Wildlife, and the Water Quality Control Board. Throughout the permitting process, staff has provided updates to Open Space Committee member Gary Nielsen and Conservation Committee member Judith Murphy.

The purpose of the project is to turn the existing manmade irrigation pond into a vernal pool. This project will include debris, fence, and vegetation removal of the area immediately surrounding the existing pond and grading of the pond into a vernal pool. As part of the permit requirements, a biologist will be retained to assist with the project.

A copy of the Plans, Specifications, and permits are available for review at Town Hall in the office of the Town Clerk. Our anticipated project schedule is to begin construction in August 2017 and be complete by the end of October 2017. The plans do not include a scope for seeding with native grass which will be handled separately.

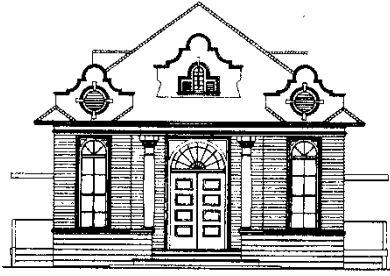
FISCAL IMPACT

The estimated cost of this project is \$90,000 including a 10% construction contingency. The proposed 2017/2018 budget will allocate \$120,000 in Open Space Funds for project expenses.

Future ongoing expenses to maintain the pond and manage landscaping on the site will be determined at a later date and budgeted for as needed.

Approved by: Jeremy Dennis, Town Manager

A handwritten signature in black ink, appearing to read 'Jeremy Dennis', is positioned to the right of the text 'Approved by: Jeremy Dennis, Town Manager'.



TOWN OF PORTOLA VALLEY

STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Debbie Pedro, Planning Director

DATE: June 14, 2017

RE: Annual Housing Element Progress Report for 2016

RECOMMENDATION

Staff recommends that the Town Council review the attached annual housing element progress report and authorize submittal of the document to the California Department of Housing and Community Development (HCD).

BACKGROUND

State law requires that the Town submit an annual report to HCD to detail implementation of the Housing Element and demonstrate progress in meeting its share of regional housing need for the planning period (2014-2022). This report must be provided on a form provided by HCD. In addition, the governing body must consider the report at a meeting where members of the public would have an opportunity to provide comments.

DISCUSSION

In year three of the 2014-2022 planning period, the Town has already exceeded the target for producing housing units in the Very Low and Extremely Low household income category. A copy of the form populated with 2016 data is included in Attachment 1. Detailed information on the number of housing units that received building permits in 2016 and brief descriptions and updates on the eight programs from the Town's Housing Element is provided in the Planning Commission staff report (Attachment 2).

The Planning Commission reviewed the report at their meeting on May 17, 2017 and unanimously voted to recommend that the report be forwarded to HCD with no changes. In addition, the Commission suggested that a study be done to gauge the demand for affordable housing, including types of units needed from people who provide services within the Town. The Commission noted that data from such a study could influence policy and direction and could inform how the Town's inclusionary housing fund may be allocated in the future. Per the Housing Option Strategic Plan approved by the Council on October 12, 2016, staff will be developing a survey and conducting outreach to local employers regarding housing needs for their employees.

FISCAL IMPACT

None

ATTACHMENTS

1. 2016 Annual Housing Element Progress Report
2. Planning Commission staff report and draft meeting minutes dated May 17, 2017

Approved by: Jeremy Dennis, Town Manager



ANNUAL ELEMENT PROGRESS REPORT *Housing Element Implementation* (CCR Title 25 §6202)

Jurisdiction Town of Portola Valley
Reporting Period 1/1/2016 - 12/31/2016

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
(9) Total of Moderate and Above Moderate from Table A3 ▶▶			1	8	9						
(10) Total by income Table A/A3 ▶▶			1	8	9						
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Portola Valley
Reporting Period 1/1/2016 - 12/31/2016

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0			1		1	
No. of Units Permitted for Above Moderate	7			1		8	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Portola Valley

Reporting Period 1/1/2016 - 12/31/2016

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted Non-deed restricted	21										4
			4	3	10						17	
Low	Deed Restricted Non-deed restricted	15										12
			2	0	1						3	
Moderate	Deed Restricted Non-deed restricted	15										11
			2	1	1						4	
Above Moderate		13	6	8	8						22	-9
Total RHNA by COG. Enter allocation number:		64										18
Total Units ▶▶▶			14	12	20						46	
Remaining Need for RHNA Period ▶▶▶▶▶												

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction Town of Portola Valley
Reporting Period 1/1/2016 - 12/31/2016

Table C
Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Inclusionary Housing	Develop amendments to the inclusionary housing program	2016	Town Council recommended postponing a draft housing impact fee study and allotment of affordable housing funds from the Inclusionary Housing Ordinance until completion of the housing options strategic plan; on which staff continues to work.
Affiliated Housing	Allow affiliated multifamily housing projects on institutional properties	Ongoing	Council directed staff to engage with businesses in Town to gauge interest in joining the Affiliated Housing Program via outreach to employers and an employee survey.
Second Units	Amend the zoning ordinance to further encourage second units	Completed 2015	Staff reviewed the existing Second Unit Ordinance for potential unit size increases and expansion to smaller properties and inclusion of modular units as second units. An updated ADU ordinance encompassing state law changes as well as local changes is expected to be approved in mid-2017.
Shared Housing	Continue to work with HIP Housing to improve publicity of its home-sharing program to residents and employees	Ongoing	HIP set up a booth at the Town Farmer's Market twice in 2016. Staff provided HIP with second unit statistics to help inform its outreach campaign and posted monthly fliers to a local online forum. Town Council recommended providing more exposure on the town website or through an outreach program.
Fair Housing	Continue to publicize the County-wide program	Ongoing	Staff will continue to ensure information on Project Sentinel is readily attainable on its website.
Energy Cons'n & Sustainability	Continue green and energy conservation measures, revising them and developing new ones as necessary	Ongoing	Staff drafted an updated Green Building Ordinance and began the approval process in 2016. (Green Building Ordinance adopted by TC Jan 11, 2017, awaiting approval by the California Energy Commission.
Explore Future Housing Needs	Analyze housing needs and trends and explore potential programs to meet future housing needs beyond 2022	Ongoing	Council identified affordable housing as its number one priority for the coming fiscal year. It created an ad hoc committee to evaluate town-owned sites for potential housing units and criteria for their occupancy.
Transitional & Supportive Housing Ord. Amd't	Amend the zoning ordinance to fully comply with state law relative to transitional and supportive housing	2017	Staff anticipates completing the ordinance update before the end of the Housing Element cycle in 2022.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction Town of Portola Valley
Reporting Period 1/1/2016 - 12/31/2016

General Comments:



TOWN OF PORTOLA VALLEY

STAFF REPORT

TO: Planning Commission

FROM: Debbie Pedro, Planning Director
Arly Cassidy, Associate Planner

DATE: May 17, 2017

RE: Annual Housing Element Progress Report for 2016

BACKGROUND

State law requires that the Town submit an annual report on the Housing Element to the California Department of Housing and Community Development (HCD). This report must be provided on a form developed by HCD. A copy of the form populated with 2016 data is attached. The form provides both numbers of housing units that received building permits in 2016 and brief descriptions and updates on the eight programs from the Town's updated Housing Element, which was certified by the California Department of Housing and Community Development on January 30, 2015. In addition, this memo provides more detailed information about 2016 activity within each program, including the current status and anticipated next steps.

State law requires that the governing body consider the HCD report at a public meeting where members of the public are invited to comment. This HCD report will therefore be forwarded to the Town Council once the Planning Commission has completed its review.

Program 1: Inclusionary Housing

The Housing Element calls for the Town to revise the inclusionary housing program to require the construction of below market rate housing rather than the simple provision of land.

In 2015 the Town took part in the San Mateo County Grand Nexus study to gather data meant to inform staff in the creation of a housing impact fee. The Town received the results of the study in 2016, but has postponed the study and creation of a housing impact fee per Council direction during the Housing Option Strategic Plan discussion.

Program 2: Affiliated Housing

The town continues discussions with its affiliated housing partners (The Sequoias, Woodside Priory School, and Stanford University). In addition, Council directed staff to engage with businesses in Town to gauge interest in joining the Affiliated Housing Program, and with employees in town via survey, in the hopes of expanding the program.

The Sequoias will be conducting a master plan update in 2017, at which time staff will again take the opportunity to encourage additional affiliated housing. In 2017/2018 the Priory School is expected to submit applications for eleven additional multifamily units permitted under its current master plan. Stanford University has expressed interest in developing housing on its “wedge” property in Town. Staff will expedite the applications process to ensure the units are built as soon as possible.

Program 3: Second Units

The Town’s second unit ordinance was updated and adopted by Council in September 2015. In September 2016, California state law was updated to streamline processing of ADU applications. An updated ADU ordinance encompassing state law changes as well as local changes began making its way through the drafting process in late 2016 and is expected to be approved in mid-2017. The changes include a streamlined review process, expanded ministerial review categories, increase in the maximum allowable size of ADUs, and loosening of the parking and fire sprinkler requirements.

In 2016, the Town issued seven building permits for second units, as well as six workforce housing units, for a total of 13 units. In the previous five years, the annual number of permits issued reached a high of nine in 2014. This year, the Town exceeded its annual goal of an average of 6.5 second units as stipulated by the Housing Element. Given that the updates to the second unit ordinance were not effective until later in 2015, this increase may at least in part be attributable to the code’s earlier update in 2015; staff hopes to see this positive impact on the number of permitted second units continue into 2017 and beyond, especially as the second round of updates get implemented in mid-2017.

Program 4: Shared Housing

The Housing Element calls for the Town to work with HIP Housing to publicize their home sharing program to help increase resident participation. Staff has worked with HIP to promote the program by providing a booth at the Farmers’ Market twice in 2016. Information on HIP’s program is also available at Town Hall and the library, and on the Town’s website. The draft Housing Options Strategic Plan includes a recommendation to increase HIP’s exposure via these and other means. Staff will continue to work with HIP to find additional ways to promote the home sharing program.

Program 5: Fair Housing

The Town has publicized the County-wide fair housing program Project Sentinel, a housing counseling agency by making brochures and handouts available at both Town Hall and the library. Staff will continue to ensure information on Project Sentinel is readily attainable on its website.

Program 6: Energy Conservation and Sustainability

Staff drafted an updated Green Building Ordinance which was adopted in January 2017 and is awaiting approval by the California Energy Commission. Work on other related programs is ongoing including further work on the adoption of the Climate Action Plan. Staff also continues to uphold green and energy conservation measures on Town property in accordance with the Sustainability Element.

Program 7: Explore Future Housing Needs

In 2016, the Town Council identified affordable housing as its number one priority in the coming fiscal year. It created an ad hoc committee to evaluate town-owned sites for potential housing units and criteria for their development. The Council also approved a draft Housing Options Strategic Plan in order to more aggressively and fully explore all options for increasing housing in Portola Valley. Anticipating future housing needs will be an ongoing exercise through 2022 and beyond.

Program 8: Transitional and Supportive Housing Ordinance Amendments

The Transitional and Supportive Housing Ordinance requires updating in order to fully comply with state law. Staff anticipates completing the ordinance update before the end of the Housing Element cycle in 2022.

ATTACHMENTS

1. HCD Annual Housing Element Progress Report 2016

DRAFT MINUTES

PLANNING COMMISSION REGULAR MEETING, TOWN OF PORTOLA VALLEY, MAY 17, 2017,
SCHOOLHOUSE, TOWN CENTER, 765 PORTOLA ROAD, PORTOLA VALLEY, CA 94028

Chair Gilbert called the Planning Commission regular meeting to order at 7:00 p.m. Ms. Pedro called the roll.

Present: Commissioners Goulden and Von Feldt; Vice Chair Targ; Chair Gilbert

Absent: Commissioner Hasko

Staff Present: Debbie Pedro, Planning Director

ORAL COMMUNICATIONS

None.

NEW BUSINESS1. Annual Housing Element Progress Report for 2016

Planning Director Pedro explained the State law requirement to submit an annual report on the Housing Element to the California Department of Housing and Community Development (HCD). She explained the HCD form and presented the report regarding building permits issued for new houses and ADUs in Portola Valley, as detailed in the staff report. She said in year three of the eight-year program, the Town has exceeded the target for producing housing units in the Very Low and Extremely Low household income category. She said although the Town is deficient in the Low category, she has been advised by the State that the Very Low and Extremely Low units could be applied to the Low category.

Commissioner Von Feldt said it was her understanding that the Very Low category could also be applied to the Moderate category. Planning Director Pedro said she will believe that is the case but will confirm.

Chair Gilbert called for questions from the Commissioners.

Vice Chair Targ asked if Planning Director Pedro had seen a change in the nature of the ADUs – if they were larger or smaller or about the same in size. Planning Director Pedro said the trend is they are getting larger. She said the limit has just been increased to 1,000 square feet, and she believes the Town will see more 1,000-square foot units. She said it is very rare to see applications for units smaller than the maximum allowed.

Commissioner Goulden asked if any of the ADUs are used as Shared Housing. Planning Director Pedro said the hope is that homeowners will be renting out the ADU's through HIP Housing. She said the Town works with HIP Housing to try to promote their program for shared housing, but it is not tracked so there is no direct correlation information available.

Commissioner Von Feldt said she tried to use HIP Housing, but they did not respond to several inquiries. She said that may be because they are a non-profit and simply cannot respond to all the requests they receive. She suggested that if HIP Housing was not able to handle all the questions and inquiries, there may be a way the Town could help support HIP Housing to get more participation.

DRAFT MINUTES

Planning Director Pedro asked Commissioner Von Feldt to share her personal experience with HIP Housing so she can provide feedback to the Town's contact at the organization.

Chair Gilbert said Table A only shows Moderate and Above Moderate, but does not show Very Low or Low Income. Planning Director Pedro said Table A is actually a formula chart that is automatically filled in. She acknowledged that the State forms are confusing.

With no further questions from the Commissioners, Chair Gilbert called for public comments or questions.

Council Liaison Derwin asked if the homeowners were required to disclose how their ADUs would be used. Planning Director Pedro said there is no requirement to disclose how the units are used but the Town tracks the number of units produced.

Vice Chair Targ said he does not have a good sense as to what the demand is for affordable housing from people who provide services within the Town of Portola Valley, e.g. the School District, Town staff, Sheriffs, and others. He asked if there was a way to determine if there was an actual demand from that segment of the population. Planning Director Pedro said the Town Council has discussed the idea of a survey. Vice Chair Targ said if the Commission feels this is a good idea, they might recommend to the Council that staff conduct a study like this. Commissioner Goulden asked if Vice Chair Targ thought a strong demand would somehow change what decisions the Commission would make. Vice Chair Targ said results of the study could influence policy and direction and inform how the inclusionary housing fund, for example, could be allocated. He said if it was determined there was no interest, it could indicate that targeted outreach may not be useful in connection with ADUs. Commissioner Von Feldt said it would be interesting to know what the demand is and the nature of the demand – if it's families of four or single 20-somethings looking for affordable housing – which would direct their attention to different programs.

Planning Director Pedro said she will forward the recommendation to the Council.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

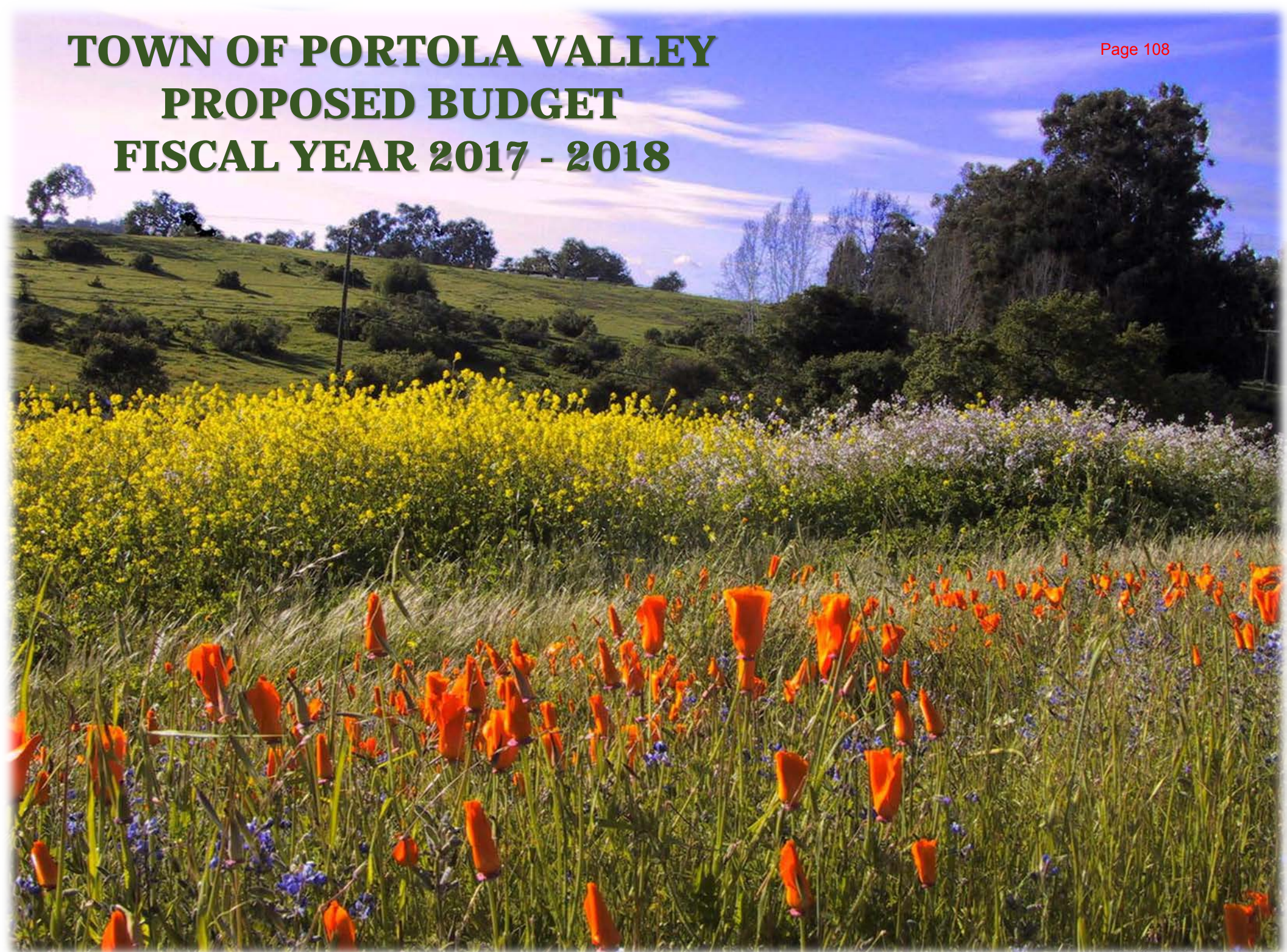
2. Report from the Planning Director – 2006-2016 House Size Report

Planning Director Pedro narrated a slide presentation detailing the results of an analysis staff conducted regarding all of the new residences approved in the last 10 years. The charts showed the average number of houses approved each year, the average square footage (including basements, garages, and accessory buildings), maximum floor areas allowed for each property, and basement sizes of the new residences.

Vice Chair Targ asked how many applications had 900 to 1,000 cubic yards of grading, just below the threshold of requiring Planning Commission review. Planning Director Pedro said she will research and return with that data.

Planning Director Pedro said this is the first phase of the project and the second phase will review the period from 1996 to 2005.

TOWN OF PORTOLA VALLEY PROPOSED BUDGET FISCAL YEAR 2017 - 2018



TOWN OF PORTOLA VALLEY

PROPOSED OPERATING & CAPITAL BUDGETS

Fiscal Year 2017-18

Presented to:

Mayor Craig Hughes

Vice Mayor John Richards

Councilmember Jeff Aalfs

Councilmember Maryann Moise Derwin

Councilmember Ann Wengert

Prepared by:

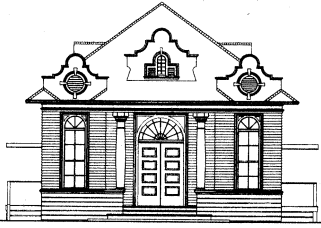
Jeremy Dennis, Town Manager

Susan Cope, Administrative Services Manager

June 2017

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TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Jeremy Dennis, Town Manager
Susan Cope, Administrative Services Manager

DATE: June 14, 2017

RE: Proposed 2017-18 Budget

We are pleased to present the Town of Portola Valley proposed Fiscal Year 2017-18 budget. As with previous budgets, this document represents the alignment of the Council's priorities and efforts with the coming year's expenditures. Budgets are the most direct method to communicate the Council's focus in the next fiscal year, and this document is no exception, with resources allocated to the Council priorities of maintaining the rural character of the town, climate resiliency and adaptation, resident resiliency, and the fiscal health of the Town. Ongoing support for superior service delivery, protection of the Town's natural resources, and the contributions from Town committees remains at the core of this budget proposal.

The budget team spent the last year working with department heads to more precisely align future revenues with expected permit and fee activity, as well as future expenditures with the allocation of human resources to actually accomplish tasks. As a result, this proposed budget is based on a thorough analysis of every significant funding source and anticipated workload.

General Fund Overview

The Town's fiscal condition remains robust and the proposed FY 2017-18 budget anticipates a General Fund operating surplus of \$343,471. Street maintenance, an important outlay of both General Fund and special fund sources that supports the high quality of the Town's roads, reduces the General Fund operating surplus by \$459,670 and by a transfer of \$113,289 to the Transportation Fund that is necessary to fill the gap between the Town's street maintenance efforts and the available Gas Tax revenues. While a General Fund deficit of \$55,965 is shown as a result of these transfers,

one-time expenditures are the driver and are not required to ensure the normal excellence of town operations and resident support.

General Fund Revenues

Overall, General Fund revenues total \$5,272,134, an increase of \$165,157 or 3%, when compared to the prior year's budgeted amount. Significant changes of note in General Fund revenues are as follows:

Property taxes- FY2016-17 property tax revenue is expected to be \$2,599,246 or \$6,152 less than the budgeted amount. Property tax growth assumptions in past fiscal years have been extremely accurate (on average, within 5% of budgeted amount).

The budget for FY 2017-18 assumes a conservative 4% increase to \$2,703,216 or \$103,970 over the projected amount and is based on forecasts provided by the San Mateo County Assessor's Office. Other municipalities are projecting between 3.5% to 5.5% increases in their property taxes in the coming year.

Sales and Use Tax – FY 2016-17 sales tax shows a surplus of \$27,346 indicating continued strong consumption of goods and services available through local business activity. Historically, staff has budgeted conservatively towards sales tax revenue and FY 2017-18 is no different with a moderate 5% increase of \$218,000 budgeted.

Gas Tax – FY 2016-17 revenues were flat due to falling gasoline prices and wide swings under the complex fuel tax swap system, which remains through FY 2018-19. However, FY 2017-18 city and county allocations are projected to increase 8.5% overall from the 2016-17 year. Due to:

- Base highway users tax account (HUTA) tax revenue allocations projected to grow by .3% over the prior year
- Revenue from the new Section 2103 excise tax variable (price-based) rate is projected to increase price based gasoline from 9.8 cents per gallon to 11.7 cents per gallon, effective July 1, 2017

Additionally, the Road Maintenance and Rehabilitation Act (RMRA) of 2017 is a significant new investment in California's transportation system. The Act increases per gallon fuel excise taxes, diesel fuel, sales taxes and vehicle registration taxes, stabilizes price-based fuel tax rates and provides for inflationary adjustments to rates in future years. Two new transportation taxes will be effective as of November 1, 2017, a 12 cent per gallon increase to the gasoline excise tax and a 20 cent per gallon increase to the diesel fuel excise tax.

Permits and Fees – Significant analysis of each category of the revenue that makes up Permits and Fees has led to a slight decrease of \$4,500 dollars for FY 2017-18 as compared to the FY 2016-17 budget. Planning staff reviewed

expected projects in the coming year, looked at historical data, and based each permit and fee amount on that analysis. Staff also conservatively projected building fees to remain flat in the new fiscal year.

General Fund Operating Expenditures

General fund operating expenditures are \$4,928,663, an increase of \$538,092 or 12% when compared to the prior year's budget. Significant changes of note in General Fund expenditures are as follows:

Administration and Operations (personnel) – The Administration and Operations FY 2017-18 budget is proposed to increase by \$330,315 or 15% over the budgeted amount for FY 2016-17. Reasons for this include:

- A new budgeted position to be filled and two classification alignments
- Modest increases in retirement and health charges
- Slight increase in workers compensation benefits
- Budgeting for Town Council Health Insurance Access

The FY 2017-18 budget also includes a 1.5% CPI adjustment for salaries for the fiscal year.

Public Works – An increase of \$34,475 or 16% over FY 2016-17 budgeted amount is proposed to support right-of-way tree trimming and mowing, trail rehabilitation and tools and equipment. The Town has taken a herbicide-free management approach to its trails and public right-of-way, which requires additional mowing and maintenance intervention. Tools and equipment increases are due to a new solar kit for the radar truck and additional rentals/tools for scheduled projects.

Town Center - An increase of \$34,628 or 17% over the FY 2016-17 budgeted amount is proposed to support HVAC mechanical repairs, building maintenance for all Town facilities and EV charging station maintenance. The Town Center is approaching 10 years in age, and the ten-year timeframe is typically when facilities begin to “show their age”. Additionally, as the campus was built to the highest LEED Platinum standards of the time, many of the mechanical and electrical systems were state-of-the-art technology which requires additional resources to support and potentially replace. Increases in this budget category reflect the past year's experiences with such challenges. Modest increases in this category also reflect updates and renovations to the Library as requested by their staff.

General Fund Capital Improvement Projects/Capital Equipment Purchases

The adopted budget includes \$459,670 in General Fund monies to provide for several Capital Improvement projects including:

- The annual street resurfacing program, which is also supported by Measure A and M dollars
- Potential improvement projects at Springdown Open Space, Ford Field and on the Crowder Trail, as needed
- The purchase of Citizen Relationship Management and cloud-based Budget Software
- Upgrades to the EV charge stations for electronic vehicles

Capital Equipment expenditures include:

- Facilities equipment including a push mower, electric leaf blower with accessories and tractor forks
- Ongoing Ergo Evaluation/Equipment for new and/or existing employees

General Fund Reserves

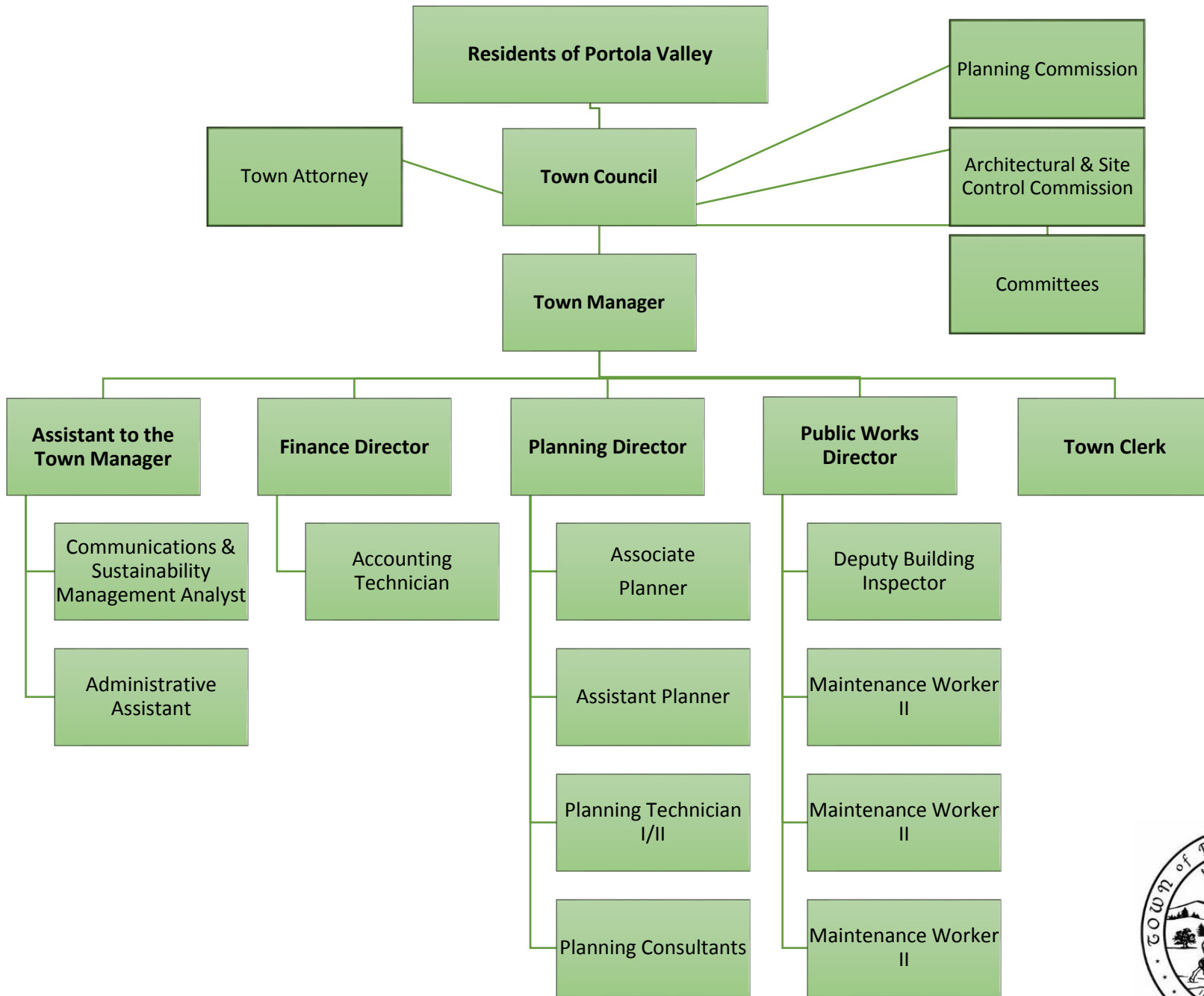
In Fiscal Year 2017-18, there were no adjustments to the current General Fund Balance Assignments (Reserves), which on June 30, 2018 is projected to be \$2,100,168.

Acknowledgments

Even in a small municipality, the creation of a proposed budget is a considerable undertaking that would not be possible without the dedicated efforts of all involved. I wish to thank Susan Cope, the Administrative Services Manager, for her emphasis and focus on creating an inclusive budget process for all staff, and an unwavering commitment to keep all of us in line during crunch time. I also want to thank Cindy Rodas and Teresa Bowerman for their sterling support during these busy times.

All of the department heads spent countless hours monitoring, reviewing and crafting their budgets within our new procedures, and I thank them for committing to this process and for making a truly collaborative budget proposal.

Finally, thank you to the Finance Committee for their review and recommendation of this budget proposal. We value their constructive experience and enthusiastic examination of this document.





Town of Portola Valley Fund Descriptions

5	General Fund	The Town's operating fund; all general operating revenues and expenditures are processed through it.
8	Grants	Used to record all revenues and expenditures related to county, State, and Federal grants.
10	Safety Tax	A half-cent State sales tax revenue designated exclusively for local agency public safety services. (Sec. 35 of Art. XIII of Cal Const)
15	Open Space	Used for acquisition and support of open space parcels in Town.
20	Gas Tax	For maintenance and repairs to streets.
22	Measure M	County-generated vehicle registration revenue to be used for local streets and roads for congestion mitigation and water pollution prevention programs.
25	Library Fund	Library service revenue from San Mateo County Library JPA to be spent on library related activities as mutually agreed by the JPA and Town Council.
30	COPS – Public Safety	Citizens' Options for Public Safety: a supplemental State law enforcement fund for special law and traffic enforcement.
40	Park-in-Lieu	Subdivision developer's fee that can only be used for parks or recreational purposes.
45	Inclusionary-in-Lieu	A subdivision developer's fee, payable by fee or land, that can only be used for affordable housing.
50	Storm Damage	Initially created during the 1998-99 Alpine Road slide repairs, this fund is used as necessary to track federal or state-reimbursed storm-related road repairs.
60	Measure A Funds	A half-cent County sales tax revenue designated for the improvement of local transportation, including streets and roads.
65	Road Impact Fee	Recovers the cost of repairs from building permit applicants to Town roads due to wear and tear from construction vehicles. Collection of these fees was suspended by the Council in 2010.
75	Crescent M.D.	Maintenance District Funds
80	PVR M.D.	
85	Wayside I M.D.	
86	Wayside II M.D.	
90	Woodside H'lands M.D.	
95	Arrowhead M'dows M.D.	
96	Customer Deposits	Deposit fund for customer fees to pay for consulting costs associated with individual building projects. Any remaining deposit amounts are refunded to customer when project is completed.

2017-18 Revenues and Expenses by Governmental Fund

	Fund 5		Fund 8	Fund 10	Fund 15	Fund 20	Fund 22	Fund 25	Fund 30	Fund 40	Fund 45	Fund 50	Fund 60	Fund 65	Fund 96	TOTALS
Revenues	OPERATING	CAPITAL IMPR'S	GRANTS	PUBLIC SAFETY	OPEN SPACE	TRANSPORTATION	MEASURE M/CCAG	LIBRARY	C O P S	Park-in-Lieu	Inclusionary-in-Lieu	Storm Damage	MEASURE A	ROAD FEES	CASE REVIEWS	
Government Agency	\$ 9,800		\$ 31,600	\$ 13,792		\$ 138,161	\$ 119,275	\$ 79,603	\$ 100,000			\$ -	\$ 283,823			\$ 776,054
Franchise Fees	\$ 285,313															285,313
Permits & Fees	\$ 583,500															583,500
Other Revenues	\$ 211,519				1,000						-					212,519
Parks & Recreation	\$ 72,013															72,013
Service Charges	\$ 111,910														338,000	449,910
Revenue from Taxes	\$ 3,133,346															3,133,346
Town Center Facilities	\$ 208,400															208,400
Interest	\$ 61,500															61,500
Utility Users' Taxes	\$ 594,834				264,372											859,206
Revs. Sub-Totals	\$ 5,272,134	\$ -	\$ 31,600	\$ 13,792	\$ 265,372	\$ 138,161	\$ 119,275	\$ 79,603	\$ 100,000	\$ -	\$ -	\$ -	\$ 283,823	\$ -	\$ 338,000	\$ 6,641,761
Expenditures																
Administration & Operations	\$ 2,491,780															\$ 2,491,780
Committees & Commissions	\$ 71,650															71,650
Consultant Services	\$ 482,200					25,000									338,000	845,200
Miscellaneous	\$ 47,688		31,600													79,288
Parks Operations	\$ 248,400															248,400
Public Works Operations	\$ 10,800					226,450	11,000									248,250
Service Agreements	\$ 961,519			13,792					100,000							1,075,311
Services & Supplies	\$ 426,166															426,166
Town Center Facilities	\$ 188,460							49,500								237,960
Exp. Sub-Totals	\$ 4,928,663		\$ 31,600	\$ 13,792	\$ -	\$ 251,450	\$ 11,000	\$ 49,500	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 338,000	\$ 5,724,005
Capital Improvements																
2017-18 Road Improvement		171,902					74,275						283,823			\$ 530,000
Annual Road Testing/Inspection		50,000														50,000
Annual Road Future Year Design		50,000														50,000
Springdown Improvement					120,953											120,953
Storm Drain Repairs							35,000									35,000
Ford Field Improvements		32,170														32,170
Crowder Trail Improvements		76,098														76,098
Accela		8,000														8,000
Budget Software		20,000														20,000
EV Charge Station Upgrade		10,000														10,000
Town Center Repave Parking		30,000														30,000
Capital Equipment Purchases		11,500														11,500
Capital Improvements	\$ -	\$ 459,670	\$ -	\$ -	\$ 120,953	\$ -	\$ 109,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,823	\$ -	\$ -	973,721
Revs Less Exps/Cap Imps	343,471	-459,670	-	-	144,419	-113,289	-	30,103	-	-	-	-	-	-	-	-55,965
Interfund Transfers																
General Fund to Transportation	(113,289)					113,289										-
General Fund Capital Transfer	(459,670)	459,670														-
Transfers	\$ (572,959)	\$ 459,670	\$ -	\$ -	\$ -	\$ 113,289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance (Revenue - Exp - CIP + Transfers)	\$ (229,488)	\$ -	\$ -	\$ -	\$ 144,419	\$ -	\$ (1,000)	\$ 30,103	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (55,965)

Town of Portola Valley 2017-18 Fund Activity Summary

FUND	7/1/2017 ESTIMATED BALANCE	2017-18 ESTIMATED REVENUES	2017-18 ESTIMATED EXPENDITURES	2017-18 TRANSFERS IN(OUT)	6/30/2018 PROJECTED BALANCE
General Purpose Funds					
General Fund Unassigned	2,329,656	5,272,134	5,388,333	(113,289)	2,100,168
Unfunded Pension Liab Assigned	47,773				47,773
Equipment Replacemt Assigned	200,000				200,000
Capital Reserve Assigned	1,400,000				1,400,000
Legal Contingency Assigned	100,000				100,000
Unfunded Retiree Medical OPEB	308,280				308,280
Sub-Total	\$ 4,385,709	\$ 5,272,134	\$ 5,388,333	\$ (113,289)	\$ 4,156,221
Restricted Funds					
Bonds and Grants (8)	35,106	31,600	31,600		35,106
Public Safety (10)	-3,198	13,792	13,792		(3,198)
Open Space (15)	5,103,129	265,372	120,953		5,247,549
Transportation/Public Works (20)	-40,577	138,161	251,450	113,289	(40,577)
Measure M (22)	25,649	119,275	120,275		24,649
Library Fund (25)	410,039	79,603	49,500		440,142
Public Safety/COPS (30)	45,574	100,000	100,000		45,574
Park In Lieu (40)	6,304				6,304
Inclusionary In Lieu (45)	3,462,323				3,462,323
Measure A (60)	-21,290				(21,290)
Road Fee Fund (65)	-27,194	283,823	283,823		(27,194)
Applicant Deposits (96)	536,473	338,000	338,000		536,473
Sub-Total	\$ 9,532,338	\$ 1,369,626	\$ 1,309,393	\$ 113,289	\$ 9,705,861
Grand Total	\$ 13,918,047	\$ 6,641,761	\$ 6,697,726	\$ -	\$ 13,862,082

REVENUES

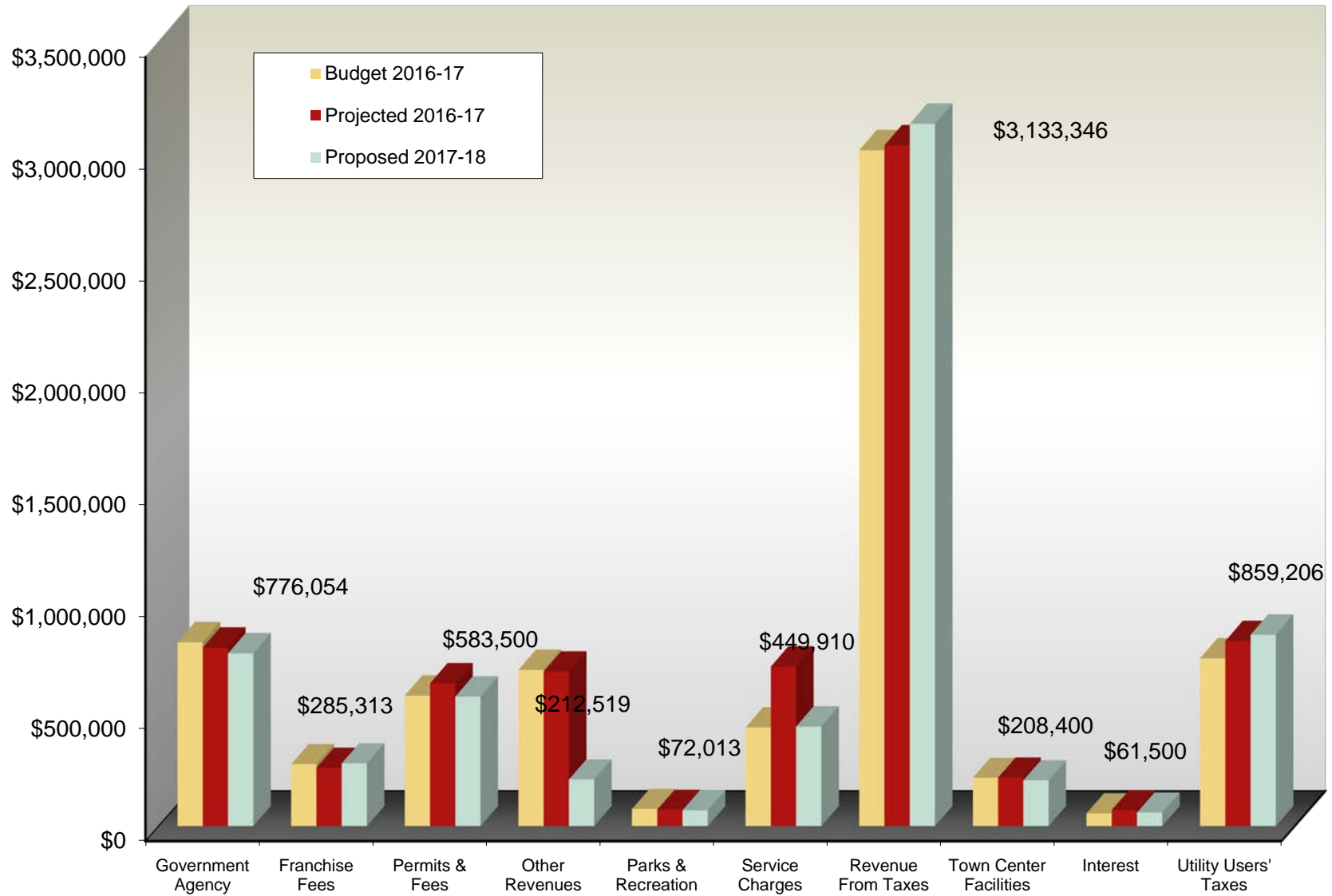
Government Agency.....	15	Parks & Recreation	20
Motor Vehicle Fees		Lease Income – Parks	
Measure A Sales Tax		Sports League Field Use	
Proposition 172 Funds		Annual Community Events	
COPS		Service Charges.....	21
State Gas Tax		Zoning & Planning Permits	
HOPTR		Variances	
Prop 42 Funds		Subdivision Fees	
Measure M		Pre-Application Meeting Fees	
C/CAG		Residential Data Reports	
Miscellaneous Grants		Architectural Review	
Franchise Fees.....	17	Geology Fees	
PG&E		Town Engineer/Planner Fees	
California Water		Applicant Charges	
Greenwaste Recovery		Town Library Maintenance Support	
Comcast Cable		Miscellaneous Revenues	
Permits & Fees.....	18	Revenue from Taxes	23
Building Permit/Plan Check/Inspections		Property Taxes, Secured & Unsecured	
Site Development		Sales & Use Tax	
Encroachment		Business License Tax	
Conditional Use		Real Property Transfer Tax	
Building Permit Review/Planning		Miscellaneous Other Taxes	
Horsekeeping		Town Center Facilities.....	24
Construction & Demolition		Community Hall & Room Rentals	
Other Revenues	19	Parking Lot & Field Rentals	
Fines & Forfeitures		Class Fees	
Miscellaneous Contributions		Interest	25
Crowder Trail Maintenance Reimbursement		Utility Users' Taxes.....	26
Open Space		General Purpose Use	
		Open Space Use	

TOWN OF PORTOLA VALLEY
2017-18
Total Revenues Budget Summary

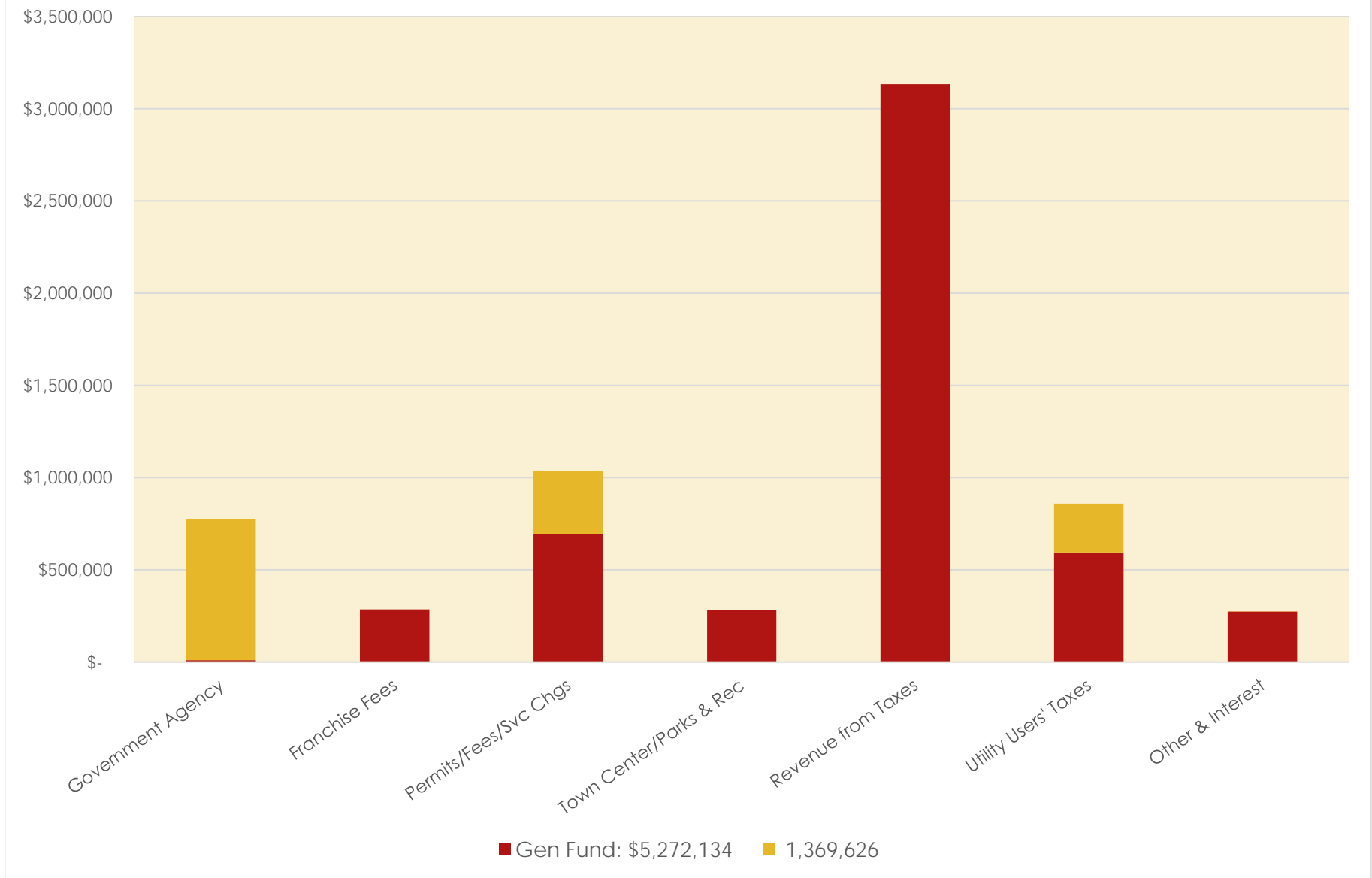
Revenues	2016-17 Adopted Budget	2016-17 Projected at Year End	2017-18 Proposed Budget	\$ / Change per Projected Year End	% / Change per Adopted 15-16 Budget	% / Change per Projected Year End
Government Agency	825,620	801,534	776,054	(25,480)	(6.00)	(3.18)
Franchise Fees	281,669	265,362	285,313	19,952	1.29	7.52
Permits & Fees	588,000	642,214	583,500	(58,714)	(0.77)	(9.14)
Other Revenues	702,518	694,662	212,519	(482,143)	(69.75)	(69.41)
Parks & Recreation	77,866	74,476	72,013	(2,463)	(7.52)	(3.31)
Service Charges	446,365	717,305	449,910	(267,395)	0.79	(37.28)
Revenue From Taxes	3,015,398	3,037,409	3,133,346	95,937	3.91	3.16
Town Center Facilities	220,000	221,083	208,400	(12,683)	(5.27)	(5.74)
Interest	57,750	72,907	61,500	(11,407)	6.49	(15.65)
Utility Users' Taxes	753,905	830,954	859,206	28,252	13.97	3.40
Grand Total	6,969,091	7,357,905	6,641,761	(716,145)	-5%	-10%



2016-17 Budget/Projected Revenue vs 2017-18 Proposed Revenue



2017-18 Proposed Revenues: \$6,641,761

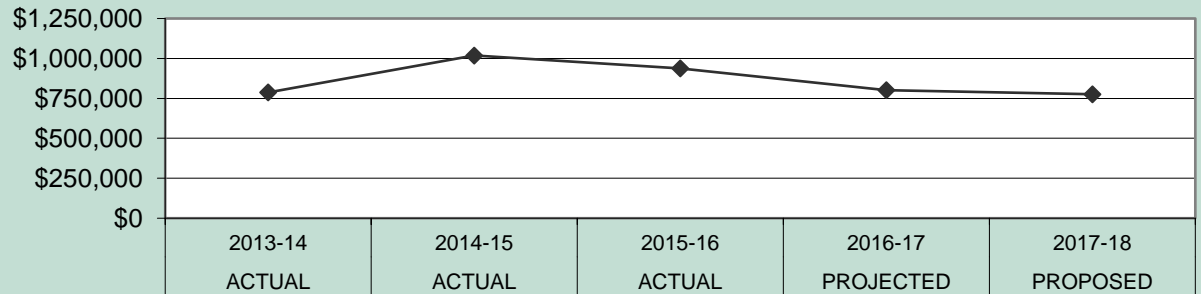


TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Government Agency



Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODE
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Motor Vehicle VLF funding was diverted by State legislation in 2011/12 to support the continuation of COPS funding.	2,871	1,936	-	-	-	-	05-10-3001
2 Measure A Sales Tax Half percent sales tax restricted for transportation uses.	252,012	269,709	263,426	274,523	247,329	283,823	60-10-3002
3 Proposition 172 Funds - Public Safety Sales Tax Half-cent sales tax restricted for public safety issues.	12,828	13,418	10,537	13,390	13,390	13,792	10-10-3004
4 Public Safety COPS Grant Annual state allotment which can only be used for public safety.	99,476	100,000	127,382	100,000	115,886	100,000	30-10-3006
5 State Gas Tax Pooled Statewide and reallocated based upon population and other factors.	87,235	90,874	59,513	87,138	87,000	110,223	20-10-3008 20-10-3012 20-10-3014
6 Homeowners' Property Tax Relief (HOPTR)	9,533	9,429	7,902	10,285	9,534	9,800	05-10-3016
State Mandated Costs Reimbursements State reimbursements totalling \$57,400 filed for legislated municipal expenses from 2001 forward.	24	18,136	6,132	13,000	-	-	05-10-3017

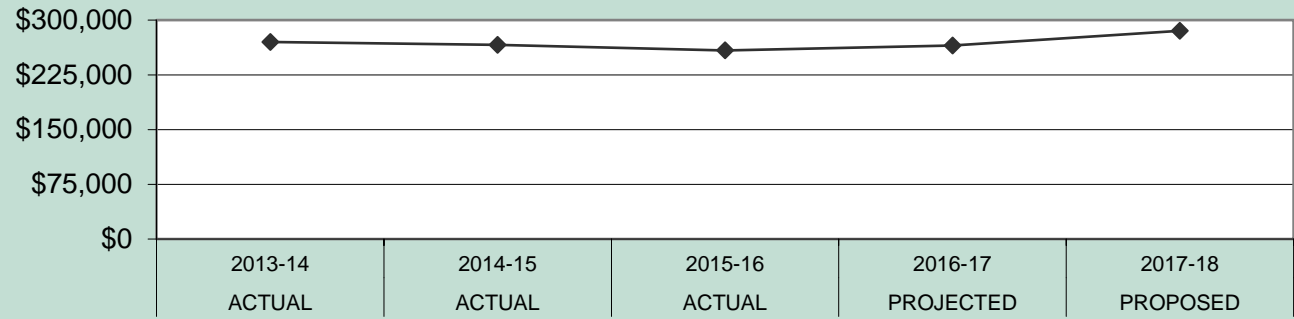
Account Description/Activity		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODE
		2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
7	Road Maintenance Rehabilitation Account (RMRA)	62,548	49,996	23,255	10,979	11,000	27,938	20-10-3015
	Replaces Proposition 42. The account allocates revenue to local streets, roads and other transportation uses.							
8	Measure M	15,150	123,000	108,441	80,057	81,147	109,502	22-10-3019
	This reimbursement-based revenue is derived from an additional vehicle registration fee for San Mateo County residents and is to be used for improvements to local streets and roads.							
9	Supplemental C/CAG Program: Trash Reduction	10,441	-	10,500	9,773	9,773	9,773	22-10-3096
10	Potential Emergency Relief (Upper Alpine Rd)	-	73,482	163,799	-	-	-	50-10-3021
	Reimbursable funds per Governor approval							
11	San Mateo County Library Donor Funds	-	-	-	81,103	81,103	79,603	25-16-3092
12	Miscellaneous Grants							
	ABAG-PLAN Risk Management Grant	2,872	4,086	-	1,600	1,600	1,600	08-10-3029
	OBAG Federal Aid Grant for Road Improvement	-	224,000	-	-	-	-	08-10-3031
	SMTA Measure A Grant Reimbursement	-	40,600	155,889	118,772	118,772	-	08-10-3033
	2000 Park Bond Act - provides funds for park/rec	220,000	-	-	-	-	-	08-10-3030
	Roberti-Z'berg Grant - provides funds for parks/rec purposes, including development and renovation.	12,212	-	-	-	-	-	08-10-3032
	Beverage Container Recycling Programs - Cal Recycle	-	-	-	25,000	25,000	30,000	08-10-3038
	Sub-Total Miscellaneous Grants						31,600	
	Sub-Total	787,202	1,018,666	936,776	825,620	801,534	776,054	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Franchise Fees



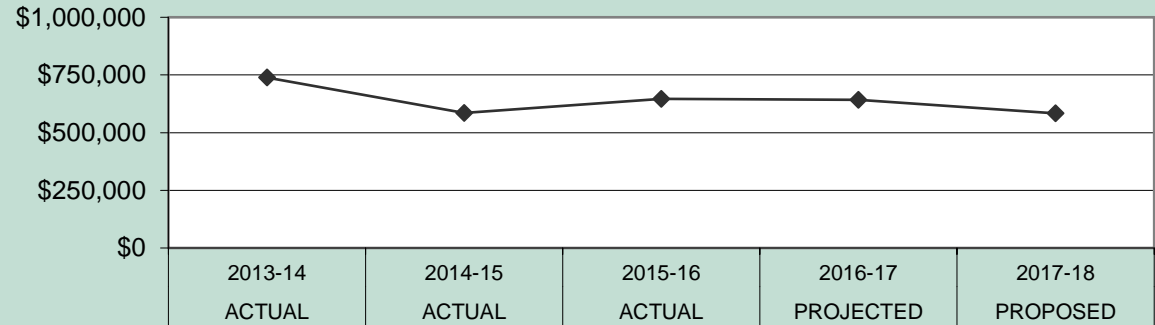
Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1 PG&E Franchise fee for PG&E regulated by the State through a Town franchise ordinance.	76,944	73,405	76,788	79,092	81,728	82,000	05-12-3040
2 California Water Company Fees based upon 1% of total water revenues generated by Cal-Water in the Town.	42,831	36,628	37,164	37,080	37,025	37,000	05-12-3042
3 Greenwaste Recovery Company Franchise fees based upon 7.7% of total revenues generated by GWR within the Town. 9th year of a 10-year agreement.	67,854	70,698	74,493	76,609	76,609	79,313	05-12-3044
4 Comcast and AT&T Cable Services Franchise fees based upon 5% of total revenues generated by Comcast Cable Services within the Town. Includes \$500/mo PEG fees.	82,298	85,384	69,939	88,888	70,000	87,000	05-12-3046
Sub-Total	269,927	266,115	258,385	281,669	265,362	285,313	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Permits & Fees



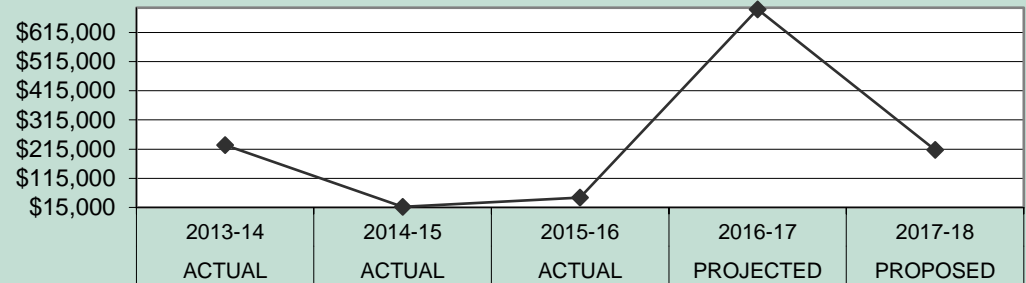
Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1 Building Permits/Plan Check/Inspection Fees Issued for all building construction within the Town.	645,472	523,301	559,850	525,000	549,889	525,000	05-14-3060
2 Site Development Permits Filing fee for permits required to prepare a private property site as a result of property improvements or construction.	47,965	30,255	40,575	30,000	34,110	25,000	05-14-3062
3 Encroachment Permits Filing fee for permits required to conduct work in public right-of-way.	12,793	8,125	14,905	10,000	9,870	9,500	05-14-3064
4 Conditional Use Permits Permits required for a special use on private property.	10,110	4,150	10,380	5,000	26,990	6,000	05-14-3066
5 Building Permit Review/Planning Fee/TempOcc Building permit fee for review of building permits for ASCC/Planning compliance.	6,130	6,640	6,457	5,000	5,160	5,000	05-14-3068
6 Horsekeeping Permits Permits required to keep horses on private property. There are currently 185 permitted horses.	3,045	2,960	2,990	3,000	2,320	3,000	05-14-3070
7 Construction and Demolition Fee Fee to offset cost of implementing C&D Ordinance.	13,155	10,150	10,530	10,000	13,875	10,000	05-14-3072
Sub-Total	738,670	585,581	645,687	588,000	642,214	583,500	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Other Revenues



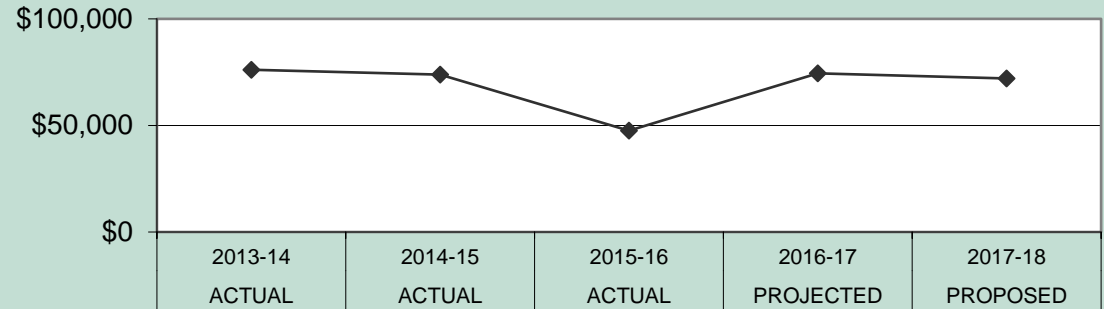
Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1 Fines and Forfeitures	12,629	16,998	17,400	16,326	7,106	10,500	05-16-3082
Town's portion of traffic and parking citations.							
2 Misc Contribs - received for designated projects	-	-	6,167	1,000	-	-	05-16-3086
3 Remaining Revenue Funds							
Crowder Trail Maintenance (C-1 Trail Deposit)	111,212	-	5,000	76,098	76,098	76,098	05-16-3086
Ford Field Contributions	21,932	-	12,430	34,570	34,570	32,170	05-16-3086
4 Open Space	83,163	-	7,733	1,000	3,364	1,000	15-16-3090
Contributions towards the Town's Open Space funds.							
5 Inclusionary In-Lieu Fees - Subdivision Fees	-	-	-	573,524	573,524	-	45-00-3375
6 Town Council Health Insurance Option						92,751	05-16-3087
Sub-Total	228,936	16,998	48,730	702,518	694,662	212,519	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Parks & Recreation



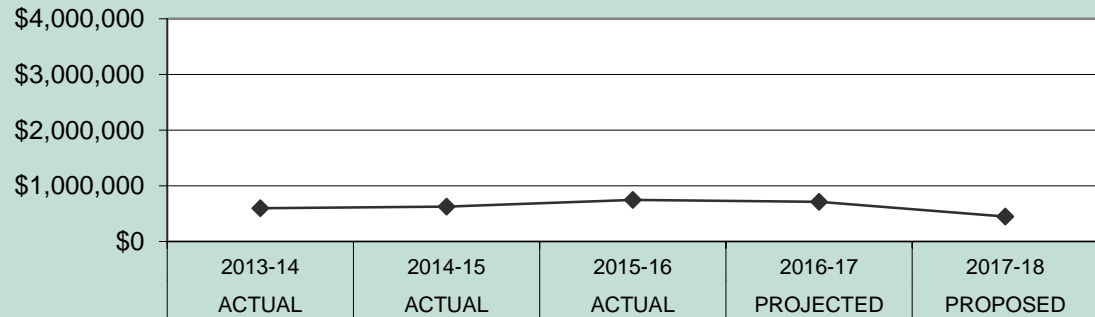
Account Description/Activity		ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT NUMBER
1	Lease Income - Parks	7,791	7,993	8,123	8,366	8,366	8,513	05-18-3100
	Lease of Town property for private uses (Alpine Inn Parking Lot and Ladera Oaks).							
2	Sports League Field Use	66,557	65,820	38,409	68,000	66,110	62,000	05-18-3102
	Use fees charged to organized sports leagues for the use of Town fields. Effective 2013-14, soccer league now included with this user group.							
3	Annual Community Events							
	Town Picnic/Zots to Tots	1,789	-	1,015	1,500	-	1,500	05-18-3104
	Sub-Total	76,136	73,813	47,547	77,866	74,476	72,013	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Service Charges



Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1 Zoning and Planning Permits	620	-	-	620	315	-	05-20-3120
Fee for permits required for commercial use changes.							
2 Variances	7,200	2,455	2,455	2,455	14,730	2,455	05-20-3122
Filing fee required for consideration of variance requests.							
3 Subdivision Fees	4,750	1,680	1,680	3,190	3,360	1,680	05-20-3124
Filing fee required to process a subdivision.							
4 Residential Data Reports	9,200	7,125	8,030	7,100	6,930	6,050	05-20-3126
Filing fee required for a property status report.							
5 Pre-Application Meeting Fee	5,205	4,840	1,210	4,500	7,865	5,000	05-20-3127
6 Architectural Review Fees	34,645	18,210	28,180	20,000	18,150	10,225	05-20-3132
Filing fee for consideration of improvements to private property.							
7 Geology Fees	10,930	8,820	5,630	8,000	11,270	8,000	05-20-3136
Filing fee for review by Town Geologist for private property improvements, map modifications.							
8 Town Engineering Charges	7,325	4,800	2,250	5,000	4,800	5,000	05-20-3138
Charges to applicant for <u>Engineering staff's</u> review of plans for improvements to private property.							

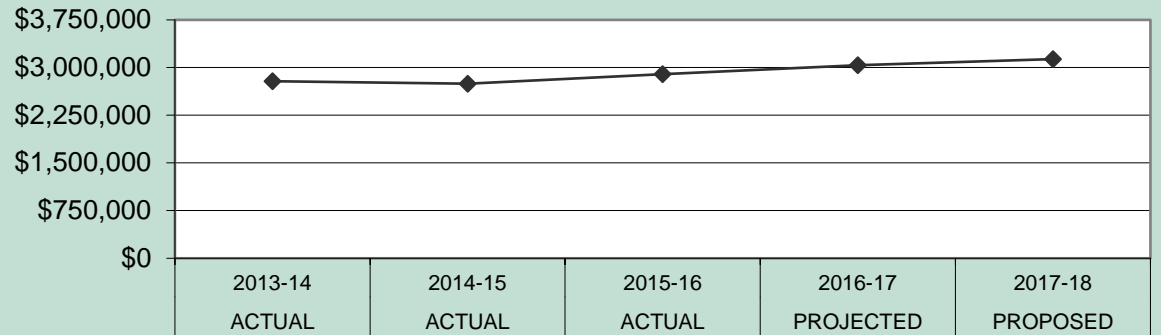
Account Description/Activity		ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
9	Town Planning Charges	17,136	51,286	79,586	125,000	50,953	45,000	05-20-3139
	Charges to applicants for <u>Planning staff's</u> review of applications.							
10	Planning Services - Charges to Applicants	-	-	-	45,000	-	110,000	96-20-3140
	Charges to applicants for Town Planning review of applications.							
11	Geological Services - Charges to Applicants	-	-	-	125,000	-	125,000	96-20-3140
	Charges to applicants for Geological Consultant's review of applications.							
12	Engineering Services - Charges to Applicants	-	-	-	60,500	-	73,000	96-20-3140
	Charges to applicants for Engineering Consultant's review of applications.							
13	Attorney Services - Charges to Applicants	-	-	-	25,000	-	30,000	96-20-3140
	Charges to applicants for legal review of private applications.							
	Sub-Total - Charges to Applicants	492,525	509,142	575,273	255,500	582,823	338,000	96-20-3140
14	Miscellaneous	8,550	18,005	45,446	15,000	16,109	15,000	05-20-3154/55
15	Appeals				-			05-20-3142
16	NPDES Business Storm Water Consultant						13,500	05-20-3140
	Sub-Total	598,086	626,363	749,741	446,365	717,305	449,910	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Revenue From Taxes



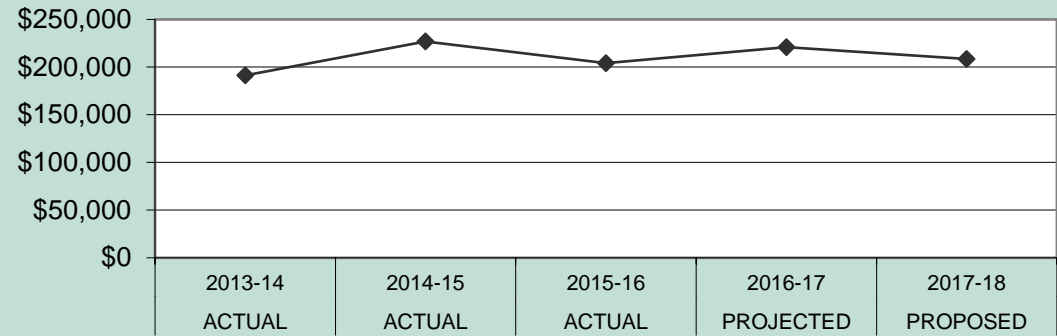
Account Description/Activity		ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1	Property Taxes - Secured	2,095,071	2,227,812	2,386,650	2,503,671	2,504,475	2,604,654	05-22-3160
	Town receives 7% of collected property tax revenues from the County, and a 4% growth rate is projected.							
2	Property Taxes - Unsecured	86,837	89,960	94,714	101,727	94,771	98,562	05-22-3162
	Non-property fixed assets (boats, airplanes, capital equipment, etc).							
3	Sales & Use Tax	328,675	181,914	239,659	208,000	235,346	218,000	05-22-3164
4	Business License Tax	124,163	114,134	78,675	100,000	95,000	100,000	05-22-3166
5	Real Property Transfer Tax	148,503	116,803	98,364	100,000	107,817	112,130	05-22-3168
	Transaction tax charged when private property transfers.							
6	Miscellaneous Other Taxes	1,381	15,797	-	2,000	-	-	05-22-3170
	Sub-Total	2,784,630	2,746,421	2,898,062	3,015,398	3,037,409	3,133,346	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



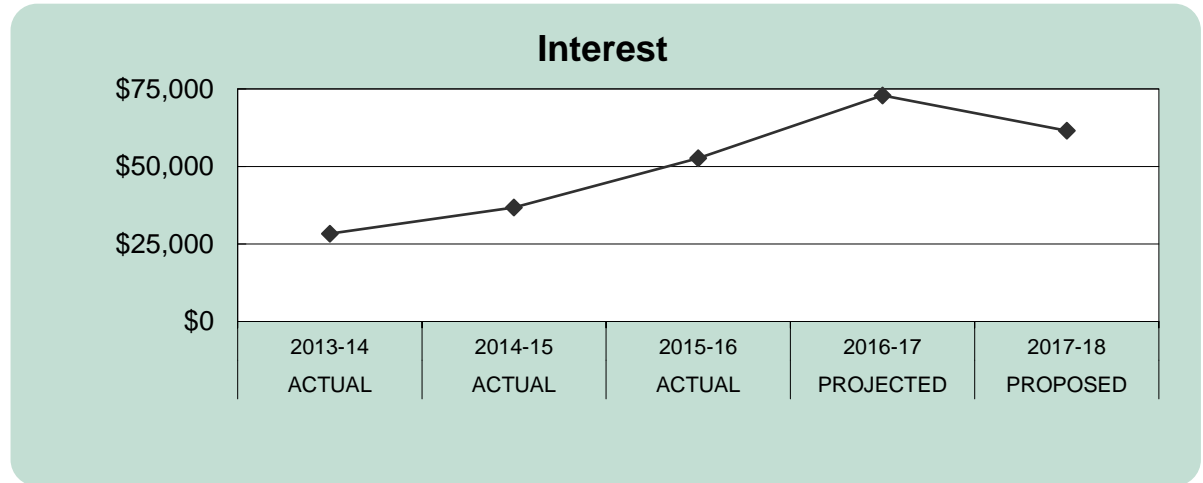
Town Center Facilities



Account Description/Activity		ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1	Community Hall / Activity Room Rentals	11,598	20,757	4,733	16,000	6,000	7,000	05-24-3184
	Facilities are available for private use by residents 24 times per calendar year.							
2	Parking Lot & Field Rentals	6,230	1,879	1,783	4,000	1,865	1,400	05-24-3188
	Short term rentals of the Town Center parking lot for private parties and events by residents.							
3	Class Fees	173,512	204,247	197,693	200,000	213,218	200,000	05-24-3190
	Four activity rooms available. This revenue is offset by instructor fees, see page 28.							
	Sub-Total	191,340	226,883	204,209	220,000	221,083	208,400	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



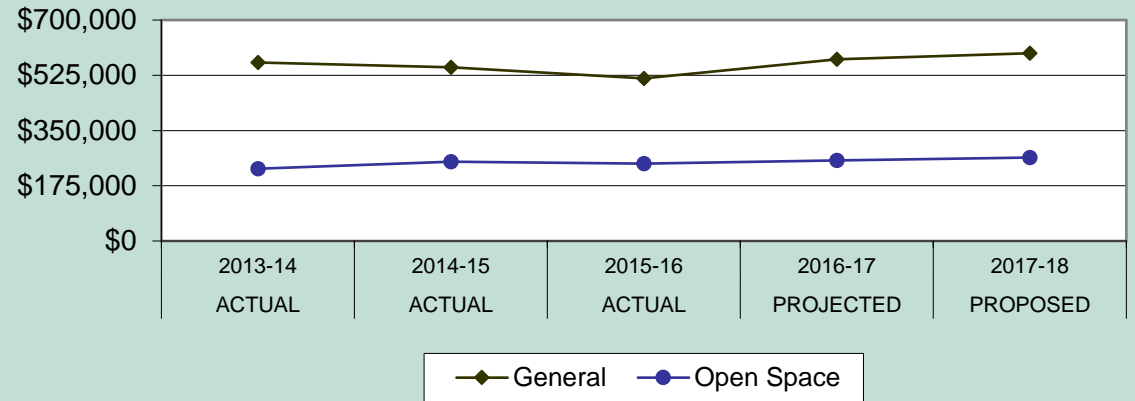
Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODE
1 Interest	9,754	11,714	15,588	57,750	27,907	26,500	05-26-3200
The Town's reserves are invested in the State Local Agency Investment Fund, with an average effective yield for the month of April 2017 of 0.78%.							
2 Interest - Restricted	18,572	25,000	37,111	-	45,000	35,000	
Allocated quarterly based on average cash balances.							
Sub-Total	28,326	36,714	52,699	57,750	72,907	61,500	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Utility Users Tax



Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODES
1 General Purpose Use							
Based on utility revenues generated in Town. Nov 2006 election lowered to 4.5%.							
Electricity and Gas	341,226	327,801	351,751	334,874	346,402	358,180	05-28-3220
Telephone	24,233	26,477	39,802	25,309	51,283	53,027	05-28-3222
Water	185,279	160,899	174,193	163,968	177,589	183,627	05-28-3224
Sub-Total General Purpose Use Tax	550,738	515,177	565,745	524,151	575,274	594,834	
2 Open Space Use							
2% applied to total utility revenues generated by Town residents and businesses. Use restricted for the preservation and purchase of open space. Originally approved by the voters in November 1997.							
Electricity and Gas	151,649	145,678	156,337	148,606	153,974	159,209	15-28-3220
Telephone	10,773	11,782	17,690	12,507	22,776	23,550	15-28-3222
Water	82,347	71,512	77,420	68,641	78,929	81,613	15-28-3224
Sub-Total Open Space Use Tax	244,769	228,971	251,447	229,754	255,679	264,372	
Sub-Total	795,507	744,149	817,193	753,905	830,954	859,206	

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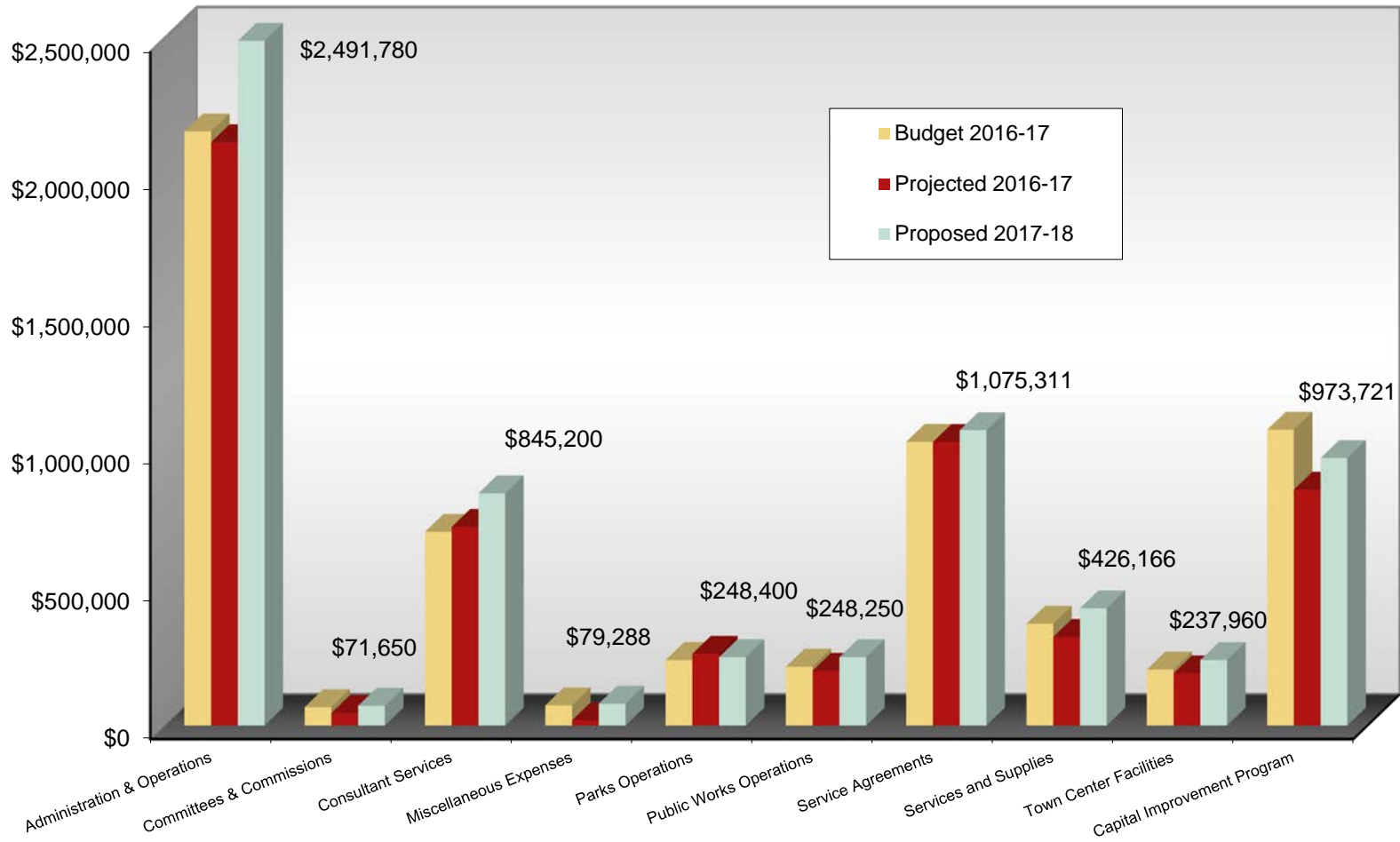
TOWN OF PORTOLA VALLEY
2017-18
Total Expenditures Budget Summary

Expenditures	2016-17 Adopted Budget	2016-17 Projected at Year End
Administration & Operations	2,161,465	2,122,276
Committees & Commissions	66,625	45,308
Consultant Services	704,700	722,977
Miscellaneous Expenses	72,888	18,820
Parks Operations	237,800	260,663
Public Works Operations	213,775	198,910
Service Agreements	1,032,734	1,032,220
Services and Supplies	370,017	322,119
Town Center Facilities	203,332	189,538
Subtotal	5,063,336	4,912,831
Capital Improvement Program		
Programs	1,076,682	858,334
Equipment	77,000	60,000
Subtotal	1,153,682	918,334
Grand Total	6,217,018	5,831,165

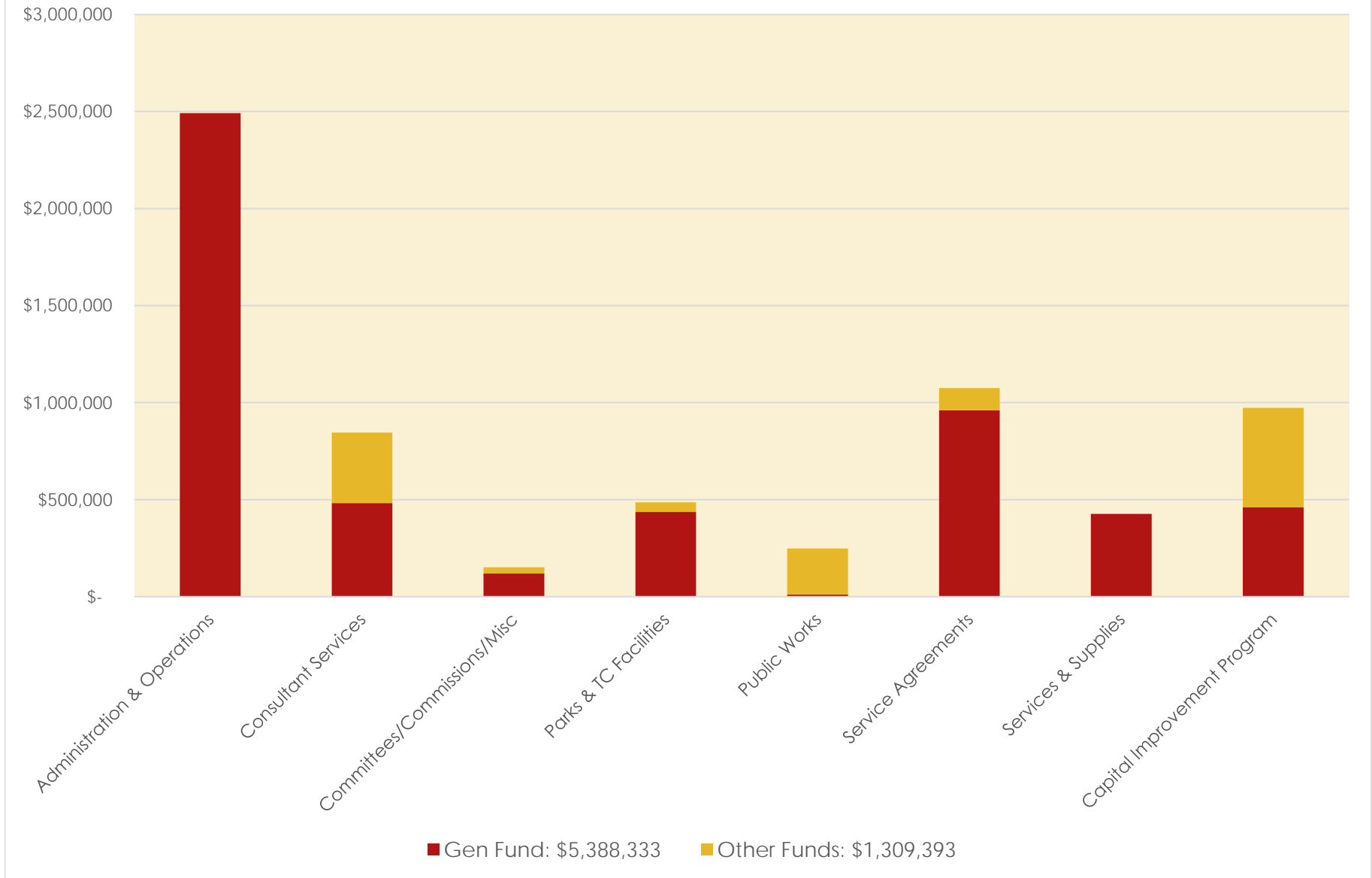
2017-18 Proposed Budget	\$/ Change per Projected Year End	%/Change per Adopted 16-17 Budget	%/Change per Projected Year End
2,491,780	369,504	15.28	17.41
71,650	26,342	7.54	58.14
845,200	122,223	19.94	16.91
79,288	60,468	8.78	321.30
248,400	-12,263	4.46	(4.70)
248,250	49,340	16.13	24.81
1,075,311	43,091	4.12	4.17
426,166	104,047	15.17	32.30
237,960	48,422	17.03	25.55
5,724,005	811,174	13.05	16.51
962,221	103,887	(10.63)	12.10
11,500	-48,500	(85.06)	-
973,721	55,387	(15.60)	6.03
6,697,726	866,561	8%	15%



2016-17 Budget/Projected Expenditures vs 2017-18 Proposed Expenditures



2017-18 Proposed Expenditures: \$6,697,726

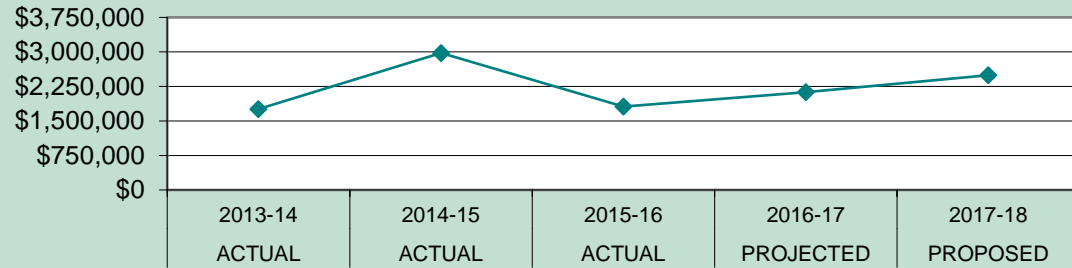


TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Administration and Operations



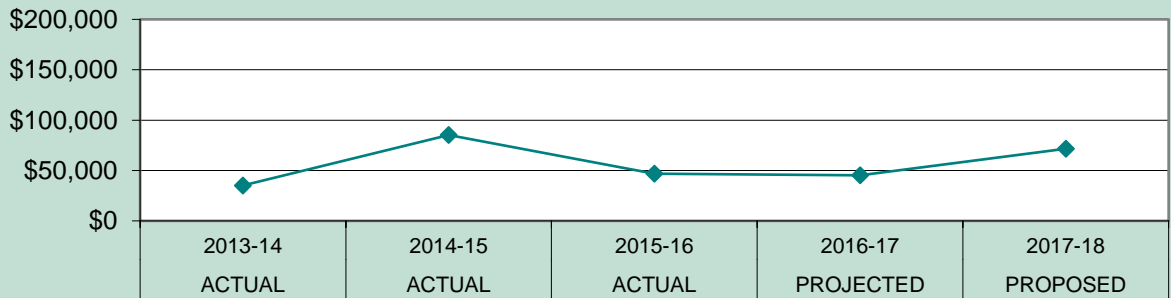
Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODES
1 Permanent Full-Time Staff (15)							
Administration/Finance (6)	501,630	542,078	540,654	601,558	601,558	729,398	
Planning/Building/Public Wks (6)	519,508	596,785	533,416	702,472	702,471	707,097	
Maintenance (3)	131,835	135,631	111,298	194,764	194,494	199,456	
2 Permanent Part-Time Staff							
Administrative (2) (Intern/Admin Staff)	-	360	33,040	40,000	11,473	41,600	05-50-4058
Horsekeeping	429	-	-	-	-	-	05-50-4044
3 Temporary Staff							
Building Inspection (Contractor)	12,886	180,405	111,198	10,000	3,135	15,000	05-50-4062
Temporary Plan/Admin Staff/HR Con	39,167	36,524	14,589	-	7,500	16,500	05-50-4060
4 Benefits							
Retirement - PERS	180,467	1,119,396	156,003	198,958	210,000	227,907	05-50-4080
Retirement - Social Security	66,777	73,600	62,496	83,576	82,903	87,836	05-50-4082
Medicare	17,196	19,000	18,185	21,862	21,576	23,022	05-50-4084
Health Insurance/Retiree Service Charges	231,573	177,202	142,494	187,107	180,008	205,905	05-50-4086
Town Council Health Insurance Access						92,011	05-50-4088
Health Insurance/Dental & Vision	-	22,178	19,070	25,403	24,935	33,936	05-50-4090
Long-Term Disability Insurance	-	3,267	3,725	3,100	3,903	4,200	05-50-4091
Unemployment/Workers' Compensation	20,380	14,397	2,250	30,018	38,673	44,000	05-50-4092
Cafeteria Plan Management (FSA)	1,000	1,000	1,000	1,000	1,000	1,000	05-50-4097
Automobile Allowance	9,000	10,150	8,400	9,000	12,000	12,000	05-50-4096
Overtime	10,243	7,830	6,854	7,000	4,500	5,000	05-50-4100
Tuition Reimbursement	-	6,000	3,000	6,000	-	6,000	05-50-4104
Town-Paid Deferred Compensation	-	8,358	17,216	17,647	17,647	17,912	05-50-4098
5 Vacation Sell Back	15,609	22,386	23,943	22,000	4,500	22,000	05-50-4102
Sub-Total	1,757,700	2,976,547	1,808,830	2,161,465	2,122,276	2,491,780	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Committees and Commissions



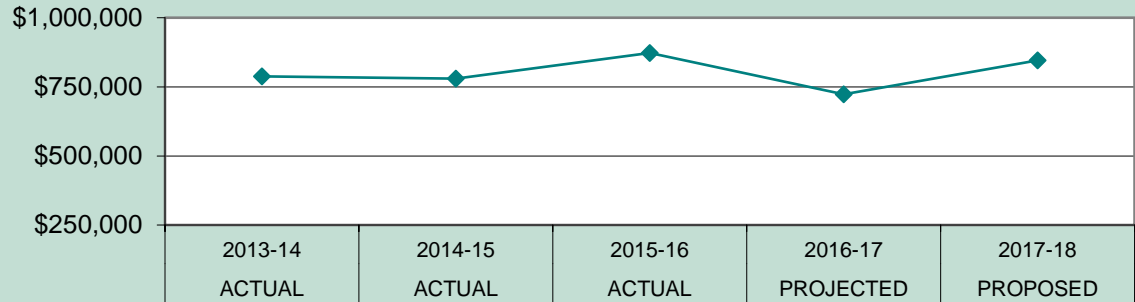
Account Description/Activity		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODES
		2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1	Bicycle, Pedestrian and Traffic Safety	100	-	311	750	186	750	05-52-4143
2	Cable and Utilities Undergrounding	-	-	-	500	-	500	05-52-4142
3	Conservation	1961	830	2,277	3,125	3,125	2,200	05-52-4144
4	Community Volunteer Events							
	<i>Fiftieth Anniversary Party</i>	624	37,290	-	-	-	-	
	Holiday Party	18,736	11,576	11,169	13,000	10,647	13,000	05-52-4147
5	Cultural Arts	3,234	4,751	5,741	6,850	6,850	6,850	05-52-4150
	Holiday Fair, Summer Concerts, Lecture Series							
6	Emergency Preparedness	4,931	7,747	8,820	10,500	5,000	11,000	05-52-4152
	Includes cost of microwave line to County, emergency supplies and radio-related costs.							
7	Historic Resources	1,013	2,114	1,150	5,750	4,000	5,750	05-52-4154
8	Open Space Acquisition Advisory	-	102	0	500	-	500	05-52-4156
9	Parks and Recreation							
	Town Picnic (line item moved to P&R 2014-15)	-	7,878	10,350	11,000	11,000	11,000	05-52-4158
	Zots to Tots Run	1,900	3,612	1,619	3,000	3,000	3,000	05-52-4158
10	Science and Nature	360	398	1,204	1,000	1,000	1,500	05-52-4163
11	Sustainability & Environmental Resources	2,317	5,136	91	-	-	11,600	05-52-4165
12	Trails & Paths	-	306	2,500	4,000	500	4,000	20-60-4270
13	Water Conservation	-	3,455	1,609	6,650	0		05-52-4168
	Sub-Total	35,176	85,194	46,840	66,625	45,308	71,650	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Consultant Services



Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODES
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Accounting and Auditing Preparation of the Town's annual accounting audit, GASB Reports, SCO Street Report and other audit services. Expenditures for Community Hall audit is located at Town Center Facilities.	24,148	26,276	39,534	30,200	27,000	30,200	05-54-4180
2 Town Attorney Town Attorney is appointed by the Town Council to provide legal advice to the Town Council, committees, and staff.	116,135	131,304	117,133	125,000	137,000	130,000	05-54-4182
3 Town Attorney - Charges to Applicants Charges to applicants for legal reviews of applications. Paid through the applicant deposit system.	14,888	14,844	20,895	25,000	35,770	30,000	96-54-4186
4 Transcription Services Cost to transcribe the proceedings of the Town Council and Planning Commission meetings.	21,367	16,938	11,868	20,000	19,848	20,000	05-54-4188
5 Town Geologist The Town Geologist is retained to provide geology reviews and to provide advice to the Town Council and staff.	3,993	14,981	1,856	16,000	16,000	14,000	05-54-4189

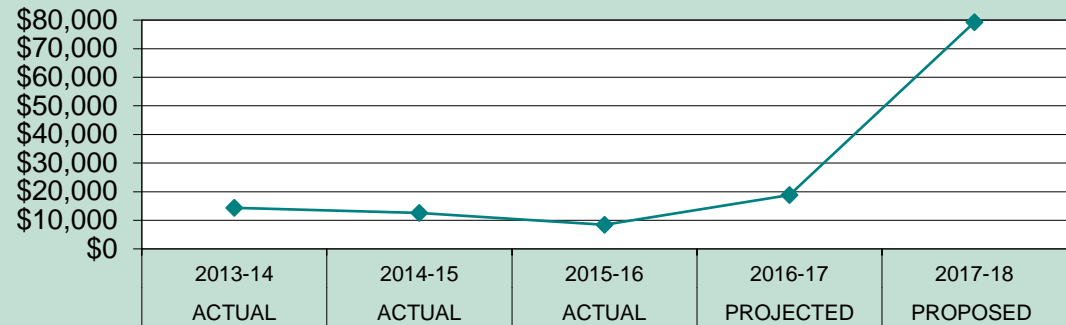
Account Description/Activity		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT
		2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	CODES
6	Town Geologist - Charges to Applicants	98,188	122,551	128,238	125,000	110,000	125,000	96-54-4190
	Charges to applicants for geological consultant reviews of applications. Paid through applicant deposit system.							
7	Engineer Services	95	3,373	45,173	25,000	2,201	25,000	5/20-54-4192
	This provides backup consulting to the Town Engineer (e.g., traffic analysis, surveying, NPDES).							
8	Engineer - Charge to Applicants	42,749	45,882	85,906	60,500	75,145	73,000	96-54-4194
	Charges to applicants for engineering consultant review of applications. Public Works/Engineering inspections paid through applicant deposit system.							
9	Planner	124,668	93,585	71,505	20,000	10,000	15,000	05-54-4196
	Contract planning services as needed.							
10	Planner - Charge to Applicants	165,456	62,874	91,301	45,000	140,365	110,000	96-54-4198
	Charges to applicants for planning consultant reviews of applications. Paid through applicant deposit system.				-			
11	Plan Check	126,015	91,559	119,296	100,000	96,503	100,000	05-54-4200
	Services provided to review building department plans submitted by applicants for consistency with conditions and codes.							
12	Miscellaneous Consultants							
	Peelle - Scanning & Indexing Town Documents	-	-	33,204	3,500	3,000	3,500	05-54-4208
	Lynx Tech -Completion of General Plan Diagrams	8,672	8,351	-	-	-	-	05-54-4208
	Public Information Consultant (shared)		65,000	717	8,500	3,282	-	05-54-4215
	Website/IT Consulting & Training Services	23,510	25,826	30,059	26,000	23,794	27,000	05-54-4216
	Business Storm Water Consultant (NPDES)						13,500	
	Master Plan Update	-	-	1,926	65,000	-	45,000	05-54-4214
	Garbage Franchise Negotiation for Agreement						25,000	
	Emergency Preparedness Training/Support						3,000	
	User Fee Study						35,000	
	SMC Dept of Housing 21 Elements consulting						1,000	
	Other Consultants	18,210	56,237	73,936	10,000	23,069	20,000	05-54-4214
	Sub-Total Miscellaneous Consultants				113,000	53,145	173,000	05-54-4214
	Sub-Total	788,094	779,580	872,547	704,700	722,977	845,200	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Miscellaneous Expenses



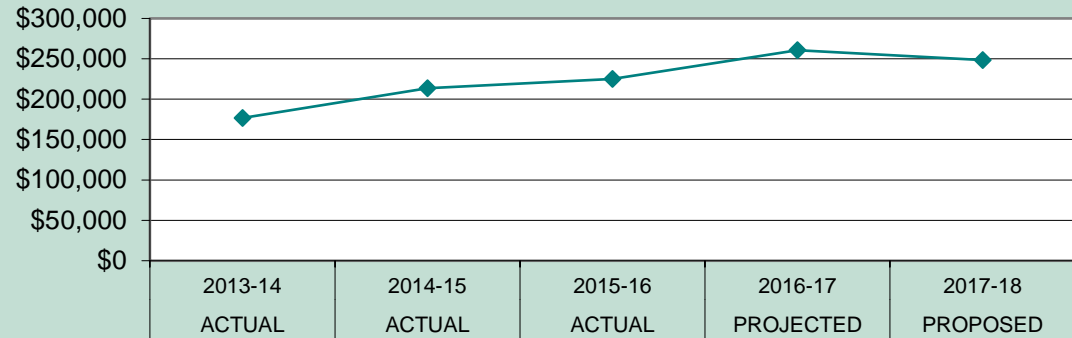
Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODE
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Contingency	-	-	0	30,000	-	30,000	05-56-4220
Contingency funding provides for unexpected funding needs; cannot be spent without Town Council authorization.							
2 Community Services							05-56-4222
Joint Venture Silicon Valley				1,000	1,000	1,250	
Pennisula Conflict Resolution				525	525	525	
Sustainable San Mateo County				2,500	2,500	2,500	
Sustainable Silicon Valley					1,000	1,000	
HIP Housing				3,000	3,000	3,000	
Housing Outreach Team				2,763	2,763	2,763	
Citizens Emergency Response Preparedness Prgm				5,000	5,000	5,000	
League of CA Cities Statewide Local Street/Road Fund						150	
Sub-Total Community Services	10,000	7,000	7,000	14,788	15,788	16,188	
3 H.E.A.R.T. JPA	1,432	1,432	1,432	1,500	1,432	1,500	05-56-4223
For participation in endowment to create a regional approach to affordable housing.							
4 Risk Management Programs (grant funded)	2,872	4,086	0	1,600	1,600	1,600	08-56-4221
5 Beverage Container Recycling Programs - Cal Recycle	-	-	-	25,000	-	30,000	08-56-4222
Sub-Total	14,304	12,518	8,432	72,888	18,820	79,288	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Parks & Recreation Operations



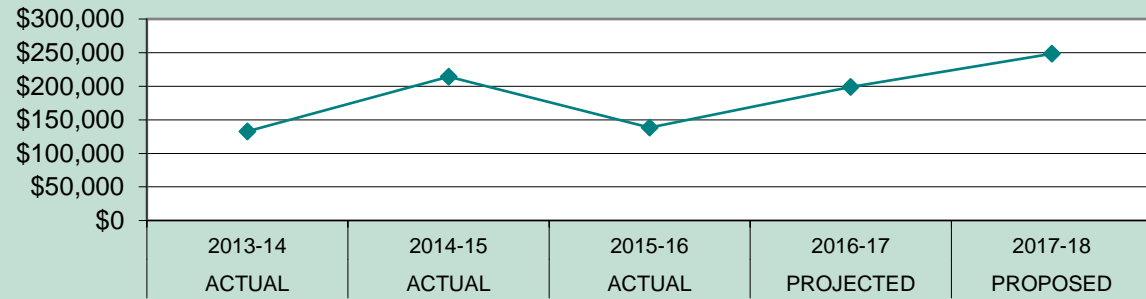
Account Description/Activity	ACTUAL 2013-14	ACTUAL 2014-15	ACTUAL 2015-16	BUDGET 2016-17	PROJECTED 2016-17	PROPOSED 2017-18	ACCOUNT CODES
1 Parks and Fields Maintenance	33,082	46,112	61,920	72,300	72,000	83,000	05-58-4240
Maintenance cost for all Town-owned playing fields and parks.							
2 Portable Lavatories	3,295	3,147	3,152	3,300	3,151	3,200	05-58-4244
Portables at both Rossotti and Ford playing fields.							
3 Instructors	138,167	162,283	157,930	160,000	184,444	160,000	05-58-4246
Percentage of fees (80%) remitted to instructors from classroom revenues.							
4 Special Event Insurance	2,190	2,200	1,987	2,200	1,068	2,200	05-58-4338
Sub-Total	176,733	213,742	224,989	237,800	260,663	248,400	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Public Works Operations



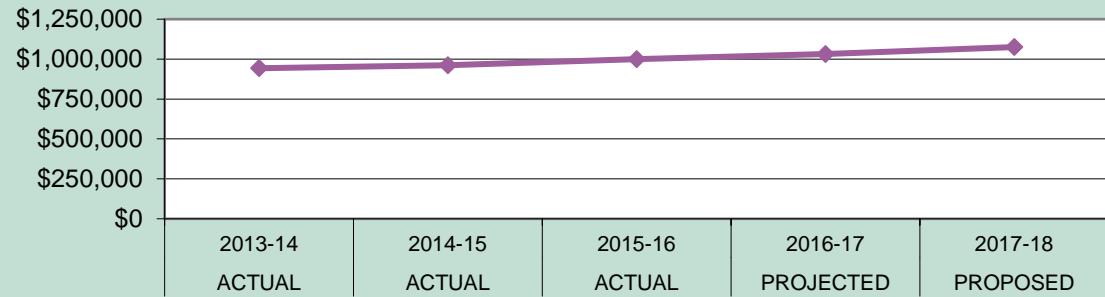
Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODES
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Public Road Surface & Drainage Maintenance	14,563	21,100	9,756	35,000	15,000	35,000	20-60-4260
2 Street Sweeping	18,451	19,110	19,110	20,000	20,000	20,000	20-60-4262
3 Right of Way Tree Trimming & Mowing Program	42,075	53,282	60,217	70,000	65,000	71,450	20-60-4264
4 Public Right of Way Litter Clean-up Program	-	6,370	10,441	10,775	10,775	11,000	22-60-4266
5 Tools and Equipment Includes safety garments, hand tools, small mowers and rental equipment.	985	2,642	4,811	3,000	5,100	10,800	05-60-4267
6 Street Signs & Striping Maintenance	4,865	9,911	10,050	15,000	12,000	15,000	20-60-4268
7 Trail Surface Rehabilitation	29,775	42,175	20,310	40,000	35,000	65,000	20-60-4270
8 Storm Damage/Emergency Repairs Non-disaster related storm damage.	22,053	59,579	3,738	20,000	36,035	20,000	20-60-4271
Sub-Total	132,768	214,169	138,433	213,775	198,910	248,250	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Service Agreements



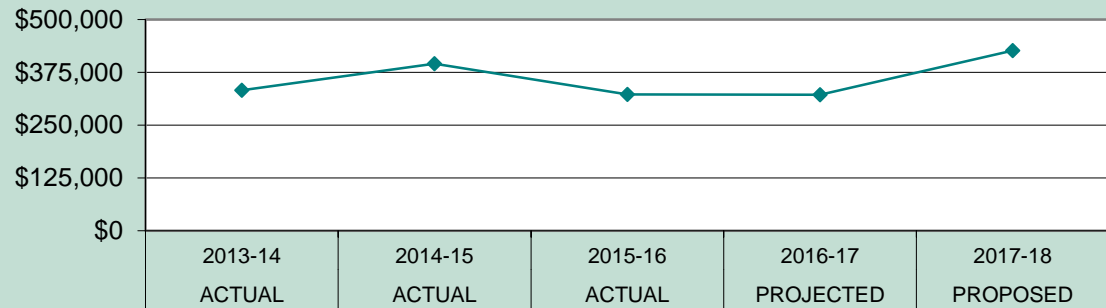
Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODES
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Animal Control	28,712	20,254	15,761	18,404	18,404	25,032	05-62-4280
Animal Control services are provided by the Peninsula Humane Society through a contract with San Mateo County.							
2 San Mateo County Sheriff's Office	634,716	653,757	692,100	712,994	712,994	734,518	05-62-4282
Contract law enforcement through San Mateo County. This is the first year of a three-year agreement.							
3 Additional Traffic Patrols							
Portion funded by Public Safety COPS Grant	100,000	100,000	100,000	100,000	100,000	100,000	30-62-4284
Portion of program to be funded by General Fund.	129,712	154,206	152,943	165,681	165,681	179,704	05-62-4284
Portion of program to be funded by Public Safety Fund.	29,712	13,000	18,000	13,390	13,390	13,792	10-62-4284
Sub-Total Additional Traffic Patrols	259,424	267,206	270,943	279,071	279,071	293,496	
4 Emergency Services Council JPA	13,626	13,848	15,765	15,765	15,765	15,765	05-62-4286
Hazmat Services							
5 NPDES Stormwater Program - Fees	6,395	5,826	4,579	6,500	5,986	6,500	05-62-4288
Cost of county-wide stormwater discharge permit as mandated by Federal and State legislation.							
Sub-Total	942,873	960,891	999,148	1,032,734	1,032,220	1,075,311	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Services & Supplies



Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODES
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Codification Annual codification of the Town's ordinances.	-	1,987	4,117	1,900	-	2,500	05-64-4300
2 Elections Bi-annual Town elections. Funds used to pay County to administer Town elections.	6,499	-	59	-	-	13,000	05-64-4302
3 Liability Insurance/Bonds Town's liability insurance, automobile insurance and officials' bonding. ABAG has increased liability cap from \$10 to \$15 million.	43,708	39,195	43,112	46,950	47,199	47,690	05-64-4304
4 Office Supplies Includes outside printing, purchase of building code books, and various training books. 100% recycled purchasing when possible.	15,810	15,447	18,807	18,500	18,450	18,500	05-64-4308
5 Town Publications Production costs for postcards	1,818	1,689	1,039	3,000	2,048	6,000	05-64-4310
6 Software and Licensing Hosting of Municipal Code, security certificate for website, website hosting, spam filtering services, MS365 subscription, financial software, Adobe Creative Cloud, EnerGov, Parks software.	18,520	9,334	9,610	10,300	12,900	41,040	05-64-4311

Account Description/Activity		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT
		2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	CODES
7	Office Equipment, Maintenance & Repairs	22,592	37,325	13,226	14,000	14,000	16,000	05-64-4312
	Includes domain server, scheduled computer replacement, ERGO maintenance.							
8	Equipment Service Contracts	14,173	12,019	13,676	14,500	14,848	3,500	05-64-4314
	Maintenance agreements for postal meter, Sharp and other printers, other service agreements as needed.							
9	Postage	7,707	6,629	7,000	7,000	6,500	10,000	05-64-4316
10	Telephones and Wi-Fi Internet	4,878	7,022	16,613	7,000	6,847	7,000	05-64-4318
	Includes land lines, cell phones, and wi-fi service.							
11	Advertising	9,141	7,905	6,695	9,000	2,100	5,000	05-64-4320
	Legal notices and advertisements.							
12	Dues	21,284	22,643	24,346	30,000	26,100	30,000	05-64-4322
13	Education, Training and Staff Development	7,450	8,001	11,422	15,000	9,200	12,000	05-64-4326
14	Education & Training - Council, Commissions, & Committees	989	870	1,692	5,000	1,000	3,000	05-64-4327
15	Mileage Reimbursement (2017 rate is 0.535 /mile)	2,061	1,676	1,457	2,000	1,000	1,000	05-64-4328
16	Utilities	74,670	77,854	75,005				
	PG&E and water expenses for Town Center buildings and fields.							
	PG&E				12,000	11,100	11,477	
	Cal-Water Recreational (Fields & Triangle Park)				66,330	63,520	80,035	25/05-64-4330
	Cal-Water Non-Recreational				3,015	3,015	3,118	
17	Fire Prevention/Wood Chipping/CERPP	36,473	59,426	37,580	36,047	32,000	37,181	05-64-4333
	Includes wood chipping program, annual renewal for Rapid Notify, shared CERPP coordinator and defensible space matching grant program.(see 8-56-4221 - up to \$1600 paid by grant)							
18	Vehicle Maintenance	13,822	10,657	6,634	14,000	12,225	15,000	05-64-4334
	Includes yearly service of all vehicles and fuel costs.							

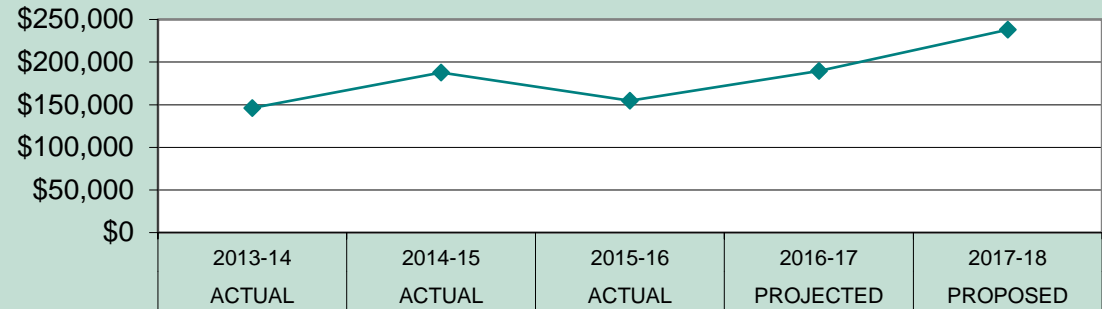
Account Description/Activity		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT
		2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	CODES
19	Sustainability Programs	6,754	4,798	8,634	27,575	12,405	22,125	05-64-4335
	Earth Fair, PCE Support, Climate Action Plan 2030, Re-Launch of H2O Tool, Film/Speaker Series.							
20	Miscellaneous	12,308	59,943	10,655	15,000	14,000	15,000	05-64-4336
	Town Owned Properties Records (Title reports)						13,000	05-64-4336
21	Bank Fees	11,434	11,052	11,285	11,900	11,662	13,000	
	Sub-Total	332,092	395,472	322,664	370,017	322,119	426,166	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Town Center Facilities



Account Description/Activity	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	ACCOUNT CODES
	2013-14	2014-15	2015-16	2016-17	2016-17	2017-18	
1 Building Maint Equipment/Supplies - Town Center	5,817	4,755	5,742	8,000	13,133	17,000	05-66-4340
2 Building Maint Equipment/Supplies - Library	2,377	2,456	5,976	3,300	3,000	11,500	25-66-4340
3 Community Hall	33,496	76,328	32,340	35,000	32,000	35,000	05-66-4341
Includes purchase of tables, annual piano tuning, post-event janitorial, maintenance costs, deep cleaning and annual usage audit.							
4 Landscape Supplies and Services	35,322	29,749	40,506	58,000	40,505	46,600	05-66-4342
Includes care of native garden, plantings, trees and irrigation.							
5 Janitorial Services - Town Center	19,985	19,452	20,735	32,832	30,000	32,560	05-66-4344
6 Janitorial Services - Library	11,459	10,509	11,596	19,200	18,000	18,000	25-66-4344
7 Mechanical Systems Maint/Repairs - Town Center	17,736	24,331	13,713	20,000	20,000	48,300	05-66-4346
8 Mechanical Systems Maint/Repairs - Library	8,838	4,203	9,676	9,000	7,521	10,000	25-66-4346
Includes maintenance of electrical, photovoltaic, and dashboard.							
9 Library Maintenance - Staff Support	2,531	6,092	6,780	10,000	9,500	10,000	25-66-4351
10 Repairs/Vandalism	2,373	3,213	855	1,000	9,107	2,000	05-66-4348
11 Property Insurance	6,284	6,490	6,816	7,000	6,772	7,000	05-66-4350
Sub-Total	146,219	187,578	154,734	203,332	189,538	237,960	

TOWN of PORTOLA VALLEY

2017-18 BUDGET WORKSHEET



Capital Improvements: Programs		ACCOUNT	ADOPTED	PROJECTED	PROPOSED
Account Description/Activity		CODE	2016-17	2016-17	2017-18
1	Annual Street Resurfacing Program				
	Construction	22-68-4544	44,055	44,055	74,275
		60-68-4544	274,523	274,523	283,823
		05-68-4544	209,422	209,422	171,902
2	Annual Street Resurfacing - Testing & Inspections	05-68-4585	50,000	50,000	50,000
3	Annual Street Resurfacing - Future Year Design	05-68-4503	50,000	50,000	50,000
4	SMTA Measure A Grant Reimbursement Project - Road widening, retaining wall, planning, specs, estimate				
	Required local match	05-68-4537	59,242	59,242	-
	SMTA match	08-68-4537	118,772	118,772	-
5	Springdown Open Space Improvement	15-68-4414	110,000	3,964	120,953
6	Storm Drain Inventory/Repairs - Measure M	22-68-4413	35,000	-	35,000
	Replacement and repairs				
7	Donor Funded Improvements - Remaining Reserve Funds - Funds used as improvements are necessary				
	Ford Field Improvements	05-68-4531	34,570	2,400	32,170
	Crowder Trail Improvements (C-1)	05-68-4532	76,098	-	76,098
8	Permit Tracking Software	05-68-4539	-	35,540	-
9	Recreation Software	05-68-4545	8,000	3,749	-
10	Earthquake Information Management Software	05-68-4546	7,000	6,667	-
11	Accela - Citizen Relationship Management software				8,000
12	Budget Software - Cloud-based solution for budgeting, management reporting, and open data. Implementation and 3-year contract. (1st year)				20,000
13	EV Charge Station Replacement - Current stations no longer supported as of December 2017				10,000
14	Town Center - Repave overflow parking areas w/baserock	-	-	-	30,000
	Sub-Total		1,076,682	858,334	962,221

**TOWN of
PORTOLA VALLEY**
2017-18 BUDGET WORKSHEET



Capital Improvements: Equipment		ADOPTED	PROJECTED	PROPOSED	ACCOUNT
Account Description/Activity		2016-17	2016-17	2017-18	CODES
1	Vehicle for Planning & Code Enforcement	30,000	30,000	-	05-70-4486
2	Integrated Audio-Visual System for Conference Room, Community Hall and Schoolhouse	20,000	20,000	-	05-70-4486
3	Plotter	2,000	-	-	05-70-4486
4	Ergo Evaluation/Equipment	5,000	5,000	5,000	05-70-4486
5	Library Capital Improvements	20,000	5,000	-	
6	Facilities Equipment-Push mower; Electric leaf blower and batteries; Tractor forks			6,500	
Sub-Total		77,000	60,000	11,500	

Town of Portola Valley 2016-17 Accomplishments

FY 2016-17 is the first year the Council discussed and adopted a set of priorities. These priorities, supported by discreet projects, are the principle areas of focus of the Town's resources and human capital, outside of normal operations.

Due to the commitment of the Council to these core priorities, the hard work of Town staff, and the support of the community, nine of the ten associated projects began this year and are slated for completion in the coming year or have already been completed.

1. Affordable Housing – the Council has overseen multiple projects to support new housing opportunities in Portola Valley, including:
 - a. Adopting new Accessory Dwelling Unit (ADU) rules, increasing the number and size of such homes
 - b. Creating an ad hoc committee to review opportunities for housing on town-owned land
 - c. Engaged with Affiliated Housing partners to examine potential new housing for the Town's largest employers
2. Code Enforcement – with the hiring of the deputy building official, more staff attention toward code enforcement cases has been realized
3. Communications – the Council approved the overall recommendations in a communications audit, providing a foundation for a robust two-way outreach process in late summer, of which multiple recommendations are part of the proposed FY 2017-18 budget
4. Community Choice Energy Support – the Town was the only community in San Mateo County to approve “opting in” all of its residents to 100% renewable power
5. FAA/Noise Abatement – The Town participated in a lengthy engagement with a Congressional Select Committee to provide the FAA with recommendations to reduce the impacts of myriad changes on air traffic over Portola Valley that have led to significant noise impacts
6. Investment Alternative for Town's reserves – the Finance Committee recommended, and the Council adopted, plans to reinvest the majority of the Town's unrestricted and restricted reserves into alternative investment vehicles that should provide a higher level of return

7. Portola Road Shoulder Widening – this project to widen portions of Portola Road is underway and should be completed by mid-summer 2017
8. Springdown Vernal Pool project – Entitlements and permits were secured for the creation of a vernal pool on the Springdown Open Space Property after many months of discussion and negotiations with state and federal partners; the project should be completed by the end of the calendar year
9. Town Center Master Plan Support – After outreach to residents using an online survey and significant discussion by the Town Center Master Plan committee, work is finalizing on that body's recommendations to the Council about the future of the Town Center campus

Additional Accomplishments:

1. Following two home invasion robberies, Town staff worked with concerned residents and the San Mateo County Sheriff's Office to:
 - a. Finalize and implement a plan to install automatic license plate readers in Portola Valley and Ladera
 - b. Increase sheriff service for extended periods of time that have resulted in the capture of multiple alleged burglars
 - c. Support a neighborhood watch coordinator who, with representatives of the Sheriff's Office, helped to create and sustain nearly two dozen neighborhood watch programs that did not exist prior to October 2016
 - d. Recommend changes to the Town's lighting ordinances, and support for neighborhood watch signage
2. Though the support and commitment of the Conservation Committee, the Council adopted a rodenticide policy that will result in a significant reduction in the use of poisons that disrupt the food chain and cause a slow, agonizing death to impacted wildlife; this policy also prompted Town staff to examine ways to reduce artificial fertilizers and chemical spraying, as well as ending the use of rodenticides, as a pilot program on our fields and trails
3. A new Sustainability and Environmental Conservation Committee was formed to support overall environmental, water resource, and sustainability issues
4. Adopted new parks and recreation software that allows residents to pay for classes online; also adopted a new permit tracking system that reduces the amount of staff time on administrative functions

5. Expanded support for emergency preparedness by increasing staff training, identifying back-ups to the emergency operations center, and adopted an Emergency Operations Plan
6. Submitted a Hazard Mitigations Plan to the State of California that will ensure financial support from the State should a disaster strike the community
7. Successfully hired a Deputy Building Official, Associate Planner and Maintenance Worker II

Town of Portola Valley 2017-18 Council Priorities

1. Rural Character of the Town – As land values increase, there is increased pressure by some new or potential residents to reconsider aspects of the Town’s zoning code and Design Guidelines. Rural characteristics such as unimpeded views, buildings subservient to the land, and minimal signage and infrastructure can be more challenging to preserve under this pressure.

Staff has already initiated efforts around rural character protection. Staff held a joint training session with the Planning Commission (PC) and the ASCC to illicit feedback from commissioners on challenges to rural character, as well as feedback and support related to general plan, zoning code, and Design Guideline interpretation and application. Staff is drafting a ‘welcome packet’ for residents describing Portola Valley’s identity and ethos, while providing information on how to serve the community.¹ Staff has also designed a space at Town Center to remind residents of the Town’s General Plan and what it means to protect and enhance the current physical space of the community.

Expected projects include:

- Update to the Lighting Ordinance, updates to the Design Guidelines, and an Outdoor Lighting FAQ
- Implementation of the Planning Department’s new staff report layout
- Creation of pre-application materials about conditions of approval and findings that will be part of future ASCC and PC staff reports
- Redesign and addition of new materials to the Employee Handbook to ensure staff’s positive role in preserving the rural character of the Town
- Increased code enforcement/deployment of the Accela “app” to simplify reporting of code enforcement issues
- Analysis of approved houses and their floor area for 1995-2005
- Continued training for PC/ASCC

¹ The draft welcome packet will be incorporated into the larger communications efforts later this year.

2. Fiscal Health of the Town – The Town’s new financial team is in its first full year of providing budgetary, fiscal, and accounting services. During that time, the financial team has reviewed the current policies and procedures from budget forecasting and production of the budget book, to providing the Council with valuable, topical information on the fiscal status of the Town. There are a number of opportunities to improve revenue projection, internal budget control, budget creation, and monitoring of actual costs that would bring simplicity, transparency and centralization to the financial operations of the Town.

Expected projects include:

- Creation of department-based budgets
 - Purchase of new Budget software and the creation of a new “look and feel” for the budget book
 - Planning for cost recovery, including a user fee study for planning and building fees
 - Development of a Capital Projects Budget
 - Further re-investment of the Town’s reserves into better return vehicles
 - Changes to OPEB and CalPers retirement
3. Resident Resiliency – Although Portola Valley is relatively close to the Silicon Valley, in many ways we are an isolated community. The community benefits from this separation – the rural character of the town, the connection to nature, and the separation from a variety of challenges unique to cities.

However, this isolation does create challenges. The community’s remote location, along with its affluence, makes it an attractive target for burglaries, and resources sometimes are not immediately available as they may be in an urban environment. There are only a few ways in and out of town, and an earthquake or fire could make it difficult to escape or connect with the “outside world”. In the face of a natural disaster, much of the burden will be on volunteers and residents, along with Town government, to be prepared and remain resilient.

Expected projects include:

- Negotiate a new contract with the Sheriff’s Office
- Build and strengthen community through events, outreach and regular meetings with Town staff

- Engaging the new communications role which will have responsibilities in communications, emergency preparedness and sustainability
- Review of pedestrian crossings and exploration of opportunities to enhance and improve safety issues
- Work with County 911 Communications to develop innovative ways for residents to share public safety concerns through the new Computer Aided Dispatch (CAD) system
- Increase awareness and recruitment for Town Committees
- Update of the Ground Movement Map
- Implementation of the neighborhood watch sign program
- Create internship program to support trail maintenance
- Working to incorporate emergency preparedness into neighborhood watch programming
- Partner with Woodside Fire Protection District to increase outreach on self-preparedness

4. Long-Term Climate Resiliency and Adaptation – The Town has a long standing commitment to sustainability long before the term was in use. Since its incorporation in 1964, the Town has implemented myriad efforts to ensure protection of open space, view sheds, scenic corridors, and the night sky from light pollution; required subservience of the built environment to the natural environment; passed landscaping rules to protect water resources; and built a Town campus to the highest environmental standards. These are just a few of the many initiatives that have made Portola Valley a leader in environmental issues.

Climate change presents challenges to all communities, and Portola Valley is no exception. Higher temperatures may put the community at a higher risk of fire danger, and increased interactions with wild animals. Changes in energy consumption and sources will put pressures on the built environment and the vehicles, tools, and appliances we use every day. Adaptation to climate change must be incorporated into the ongoing sustainability and resiliency efforts already underway. Not only are these efforts critical for the Town itself, they will also affect those “downstream” from Portola Valley.

Expected projects include:

- Update of the Sustainability Element, particularly in relation to climate change adaptation
- Develop a Climate Action Plan for 2030

- Further support for Peninsula Clean Energy
- Creation of fuel switching programs
- Implementation of the Green Building ordinance
- Ongoing review and adaptation to future drought issues
- Draft of a Livestock Ordinance to support local efforts
- Examination of opportunities with other communities to pool resources on sustainability issues
- Allying the Town with ongoing local, regional and state efforts to demonstrate commitment to the Paris Accords and climate change-related advocacy and effort

#8

There are no written materials for Council Liaison Committee and Regional Agencies Reports

#9

There are no written materials for Town Manager Report

TOWN COUNCIL WEEKLY DIGEST

Friday – May 26, 2017

1. Monthly Meeting Schedule – June 2017
2. ABAG General Assembly – Evolution of ABAG “Planning Our Shared Future” – Monday, June 5, 2017
3. Invitation from SEA CHANGE San Mateo County re: Shrinking Shores Sea Level Rise Event –Saturday, June 3, 2017

Attached Separates (Council Only) *(placed in your town hall mailbox)*

1. None

Town of Portola Valley

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

JUNE 2017 MEETING SCHEDULE

Note: **Unless otherwise noted below and on the agenda, all meetings take place in the Historic Schoolhouse**, located at 765 Portola Road, Portola Valley, CA

TOWN COUNCIL – 7:00 PM (Meets 2nd & 4th Wednesdays)

Wednesday, June 14, 2017

Wednesday, June 28, 2017

PLANNING COMMISSION – 7:00 PM (Meets 1st & 3rd Wednesdays)

Council Liaison – Maryann Derwin (for months April, May, June)

Wednesday, June 7, 2017

Wednesday, June 21, 2017

ARCHITECTURAL & SITE CONTROL COMMISSION - 7:00 PM (Meets 2nd & 4th Mondays)

Council Liaison – Jeff Aalfs (for months April, May, June)

Monday, June 12, 2017

Monday, June 26, 2017

BICYCLE, PEDESTRIAN & TRAFFIC SAFETY COMMITTEE – 8:15 AM (Meets 1st Wednesday of every month)

Council Liaison – Craig Hughes

Wednesday, June 7, 2017

CABLE & UTILITIES UNDERGROUNDING COMMITTEE – 8:15 AM (Meets 2nd Thursday in months January, May and September)

Council Liaison – Craig Hughes

Thursday, June 8, 2017 (Special Meeting)

CONSERVATION COMMITTEE – 7:30 PM (Meets 4th Tuesday of every month)

Council Liaison – John Richards

Tuesday, June 27, 2017

CULTURAL ARTS COMMITTEE – (Meets 2nd Thursday of every month)

Council Liaison – John Richards

Thursday, June 8, 2017

EMERGENCY PREPAREDNESS COMMITTEE – 8:00 AM (Meets 2nd Thursday of every month) in the EOC / Conference Room at Town Hall

Council Liaison – John Richards

Thursday, June 8, 2017

FINANCE COMMITTEE

Council Liaison – Ann Wengert
As announced

GEOLOGIC SAFETY COMMITTEE – 7:30 PM

Council Liaison – Jeff Aalfs
As announced

HISTORIC RESOURCES COMMITTEE

Council Liaison – Jeff Aalfs
As announced

NATURE AND SCIENCE COMMITTEE – 5:00 PM (Meets 2nd Thursday of alternate even numbered months)

Council Liaison – Jeff Aalfs
Thursday, June 8, 2017

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Craig Hughes
As announced

PARKS & RECREATION COMMITTEE – 7:30 PM (Meets 1st Monday of every month)

Council Liaison – Ann Wengert
Monday, June 5, 2017

PUBLIC WORKS COMMITTEE

Council Liaison – Jeff Aalfs
As announced

SUSTAINABILITY & ENVIRONMENTAL RESOURCES COMMITTEE – 10:30 AM (Meets 3rd Monday of every month) in the EOC / Conference Room at Town Hall

Council Liaison – Maryann Derwin
Monday, June 19, 2017

TOWN CENTER MASTER PLAN UPDATE AD-HOC COMMITTEE – 4:00 PM

As announced

TRAILS & PATHS COMMITTEE – 8:15 AM (3rd Tuesday of every month, or as needed)

Council Liaison – Jeff Aalfs
Tuesday, June 20, 2017 – 8:15 AM

ABAG General Assembly

Evolution of ABAG – Planning Our Shared Future

June 5, 2017 – 9:30 a.m. to 2 p.m.
375 Beale Street, Yerba Buena Room

9:30 a.m.	<p>Registration Opens <i>Informational displays in atrium. Continental breakfast will be served.</i></p>	
10:00 a.m. to 10:10 a.m.	<p>Welcome Remarks</p>	<p>Julie Pierce, ABAG President and Clayton City Councilmember Representative from the City and County of San Francisco to be announced</p>
10:10 a.m. to 10:30 a.m.	<p>A Conversation with Daniel Lurie</p>	<p>Daniel Lurie, CEO and Founder of the Tipping Point Community David Rabbitt, ABAG Vice President and Sonoma County Supervisor</p>
10:30 a.m. to 11:00 a.m.	<p>Update on Progress <i>Contract for Services, Budget and Work Program, and other critical next steps.</i></p>	<p>Julie Pierce, ABAG President Brad Paul, ABAG Acting Executive Director</p>
11:00 a.m. to 12:30 p.m.	<p>Understanding the Budget and Work Program <i>Engage with other delegates! Discuss the Budget and Work Program over lunch and prepare questions for the next session.</i></p>	
12:30 p.m. to 1:00 p.m.	<p>Question and Answer <i>Delegates will have an opportunity to share highlights from lunch discussion and ask questions about the Budget and Work Program to feel confident and informed going into the vote.</i></p>	<p>Moderator to be announced Julie Pierce, ABAG President Brad Paul, ABAG Acting Executive Director Courtney Ruby, ABAG Director of Finance and Administrative Services</p>
1:00 p.m. to 1:45 p.m.	<p>Business Meeting <i>Delegates vote on Budget and Work Program.</i></p>	
1:45 p.m. to 2:00 p.m.	<p>Closing Remarks</p>	<p>Julie Pierce, ABAG President</p>

TOWN COUNCIL WEEKLY DIGEST

Friday – June 2, 2017

1. Agenda – Parks & Recreation Committee – Monday, June 5, 2017
2. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, June 7, 2017
3. Agenda – (Cancellation) – Planning Commission – Wednesday, June 7, 2017
4. Agenda – Emergency Preparedness Committee – Thursday, June 8, 2017
5. Agenda – Cultural Arts Committee – Thursday, June 8, 2017
6. Agenda – Nature & Science Committee – Thursday, June 8, 2017
7. Agenda (Special) – Cable & Utilities Undergrounding Committee – Thursday, June 8, 2017
8. Notice to Residents from Public Works Director – Street Resurfacing June 12 – July 31, 2017
9. Invitation to the June Council of Cities Dinner Meeting - Friday, June 30, 2017

Attached Separates (Council Only)

(placed in your town hall mailbox)

1. Invitation from Committee for Green Foothills' – Annual Nature's Inspiration – Sunday, September 24, 2017



Town of Portola Valley
Parks & Recreation Committee Meeting
Monday, June 5, 2017 – 7:30 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications (*5 minutes*)
Persons wishing to address the Committee on any subject, not on the agenda, may do so now. Please note however, the Committee is not able to undertake extended discussion or action tonight on items not on the agenda. *Two minutes per person.*
3. Approval of Minutes: May 1, 2017
4. Annual Report
5. Town Center Master Plan Update
6. Survey
7. Fields Update
8. Skate Ramp
9. Picnic Wrap-up
10. Zots to Tots Race
11. Adjournment

Next Meeting – August 7, 2017



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, June 7, 2017 – 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

MEETING AGENDA

1. Roll Call
2. Oral Communications
3. Approve minutes of May Meeting
4. Sheriff's Report –
 - 1) Accidents and Citations
 - 2) Updated requests for Law enforcement presence, as required
5. Public Works Report:
 - 1) Road and shoulder widening (Portola Rd at Town Center)
6. Ongoing Committee Business for 2017
 - 1) Annual Committee Report
 - (a) Review, discuss recommendations for 2017 Committee priorities on traffic safety
 - 2) Updates on Windy Hill Parking Spring season
 - 3) Agree priorities for a Pedestrian Circulation Study and vote to approve for commissioning
 - 4) Set time and date for an Autumn evening meeting
 - 5) Potential crossover work with Trails Committee re Mountain Bike activity in Portola Valley
7. 2017 Outreach:
 - 1) Suggestions please
8. Matters Arising:
9. Time & Date for July 2017 meeting:

Scheduled meeting is Wednesday, July 5, 2017, 8:15 am (alternative 12th of July or postpone)
10. Adjournment



TOWN OF PORTOLA VALLEY
7:00 PM – Regular Meeting of the Planning Commission
Wednesday, June 7, 2017
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

NOTICE OF MEETING CANCELLATION

PORTOLA VALLEY PLANNING COMMISSION MEETING REGULARLY SCHEDULED FOR Wednesday, June 7, 2017

Notice is hereby given that the Portola Valley Planning Commission meeting regularly scheduled for Wednesday, June 7, 2017 has been cancelled.

The next regular meeting of the Portola Valley Planning Commission is scheduled for Wednesday, June 21, 2017 at 7:00 PM, in the Historic Schoolhouse, located at 765 Portola Road, Portola Valley, CA.

Posted Date: May 30, 2017



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, June 8, 2017 - 8:00 AM
EOC / Conference Room at Town Hall
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. 8:00 Call to order
 - Members: Mark Bercow, Dave Howes, Diana Koin, Anne Kopf-Sill, Dale Pfau, Chris Raanes, Ray Rothrock, Craig Taylor, Bud Trapp
 - Guests: Jeremy Dennis/Town Manager, Brandi de Garmeaux, John Richards/Town Council, Dan Ghorso and Selena Brown WFPD, Christina Corpus/Sheriff's Office, Gary Nielsen/Police Commissioner, Chuck Nile/Red Cross, Stuart Young/former EPC member.
2. 8:01 Select secretary for this meeting
3. 8:03 Oral Communications
4. 8:08 Review and approval of minutes
 - Motion; Approve minutes for May 11, 2017 meeting
5. 8:10 CERPP/WFPD Report (Brown/Ghorso)
6. 8:20 Town Report (de Garmeaux)
7. 8:30 Committee Reports
 - Medical Subcommittee Report (Koin)
 - Communications Subcommittee Report (Rothrock)
 - Monthly email to PV Forum (Kopf-Sill)
8. 8:40 Other business
9. 9:00 Adjourn. Next meeting is July 13, 2017



TOWN OF PORTOLA VALLEY
Cultural Arts Committee Meeting
Thursday, June 8, 2017 - 1:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

MEETING AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – May 11, 2017
4. Old Business:
 - Summer Concert Series planning update
5. New Business:
 - PV Arts Guild
6. Adjournment



Town of Portola Valley
Nature and Science Committee Meeting
Thursday, June 8, 2017 – 5:00 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

MEETING AGENDA

1. Call to Order
2. Oral Communications
3. Approval of the April 12, 2017 minutes
4. Old Business:
 - Manage outstanding budget items
5. New Business:
 - Report for Geology Day – May 13, 2017
 - Update for Flight Night – September 9, 2017
 - Update for Star Party – September 23, 2017
 - New member welcome – Jennifer Buja
6. Other Business:
 - Jan's resignation and discussion of replacement
7. Adjournment



TOWN OF PORTOLA VALLEY
Special Cable & Undergrounding Committee
Thursday, June 8, 2017 – 8:15 AM
Historic School House
765 Portola Road, Portola Valley, CA

AGENDA

1. Call meeting to order
2. Oral Communications from Members of the Public
3. Minutes: Approval of January 2017 minutes
4. Old Business
 - Status of Rule 20A project – CPUC decision
5. New Business
 - FY 2017-18 budget submission
 - Discussion of Committee's future purpose and objectives
6. Adjournment:

Next regularly scheduled meeting is September 14, 2017 at 8:15 am at the Historic Schoolhouse

Town of Portola Valley

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

May 30, 2017

Re: Notice of Street Resurfacing June 12 – July 31, 2017

**Portola Road from Town Limits at Woodside to before Village Square
Portola Road from Willowbrook Drive to Portola Green Circle
(See back page for additional information)**

Dear Resident or Business,

The purpose of this letter is to notify you that the Town of Portola Valley will be performing street resurfacing on portions of the above listed streets. This project will consist of applying surface seals to the road surface. Work is scheduled to take place between the dates listed above, weather permitting. The repairs will include grinding worn areas, crack sealing, a surface seal treatment, and repainting traffic markings.

Traffic will have limited access through these streets during the street resurfacing process. Traffic controls within the construction area will be in place. Normal construction hours are Monday through Friday from 8:00 a.m. to 5:30 p.m. Two days prior to construction, “No Parking” and “Tow-away” signs will be posted with the effective time and date. Roads will be reopened to full traffic and parking at the end of each working day, however, during the construction period, loose gravel and an uneven pavement surface will result from removing the surface asphalt. For the entire project, we estimate it will take 2 weeks to repair damaged pavement sections, 1 week to remove traffic striping, 1 week to apply surface seals, and 1 week to repaint traffic markings. To maintain competitive prices, the contractor, **G. Bortolotto & Co., Inc.** (650-595-2591) is allowed to schedule the work in a cost effective manner which may result in a time lag between repair, required curing times, and resurfacing.

We are aware there will be residents and businesses who will be inconvenienced by the street resurfacing work and we ask for your cooperation and understanding. This improvement will result in an improved street that will serve the area for many years.

Additional information and updates are available on the Towns website at <http://www.portolavalley.net> under information for residents, public works projects. If you have any questions about the street resurfacing project, please call 650-851-1700 x 200 or email at hyoung@portolavalley.net. The Towns onsite construction inspector is Kent Edwards and can be reached at cell phone 831-332-5702.

Sincerely,
Howard Young
Public Works Director

Cc: Public Works Committee
Woodside Fire Dept.

Green Waste Recovery
San Mateo County Sheriff

Street list for surface seal treatments:

	Street Name	From	To	Treatment
1	Portola Road	Woodside Town Limits	900 Portola Road (Before Village Square)	Slurry Seal
2	Portola Road	Willowbrook Drive	Portola Green Circle	Slurry Seal

In the slurry seal process, there can be material cure times of up to 1 week between the asphalt repair process and the application of the surface slurry seal top coat.

Note: The contractor will be hand delivering printed notices to residents 2 days in advance indicating the exact date your street is scheduled for the surface seal treatment phase which may affect access until the surface has cured and dried enough to allow traffic. Please do not water or drive on surfaces until dried, it will affect the final look of the product and track onto surfaces. The garbage company and postal service will also be notified to make arrangements.

Additional information and updates are available on the Towns website at <http://www.portolavalley.net>



Dinner/Meeting Announcement Friday, June 30, 2017

Everyone is encouraged to attend these monthly meetings. This is a great opportunity to meet colleagues from other cities, work together on solutions for our county, get to know how other cities handle issues, make friends and helpful connections, and learn what's going on with the "big" issues we seldom have time to discuss at council meetings.

Location:

Saporo Italiano
1447 Burlingame Avenue
Burlingame, CA 94010

Phone Number: (650) 348-3277

Schedule:

5:45pm	Social Time
6:15pm	City Selection Committee Meeting
6:30pm	Business Meeting
6:45pm	Dinner
7:15pm	Program
8:30pm	Adjourn

Please contact Chair Liza Normandy if you wish to bring up an item for group discussion or give a committee report.
Telephone: (650) 291-4752 or email: liza.normandy@ssf.net

MENU

(Entrée selected at dinner)

Starters: Assorted Plate of Authentic Italian Appetizers

Mixed Green Salad with Vinaigrette

Chicken Marsala – Chicken Breast with Mushrooms in a Marsala Sauce or

Grilled Salmon with Lemon and White Wine Sauce or

Homemade Ravioli Stuffed with Ricotta Cheese and Spinach or

Rigatoni Rustica

Tiramisu and Coffee

\$50.00 per person

Please rsvp by Monday, June 26, 2017 to Meaghan Hassel-Shearer at
mhasselshearer@burlingame.org or 650-558-7203

Please make checks payable to:

City of Burlingame
Attn: Meaghan Hassel-Shearer, City Clerk
501 Primrose Road, Burlingame, CA 94010



Business Meeting at 6:30pm Friday, June 30, 2017

6:30pm

- Call to Order by Chair Liza Normandy
- Roll Call and Introduction of Mayors, Council Members and Guests
- Business Meeting
- Approval of Minutes of Previous Meeting and Treasurer's Report
- Committee Reports
- Old Business
- New Business
- Announcements

7:15pm

- Introduction of the Program by Mayor Ortiz

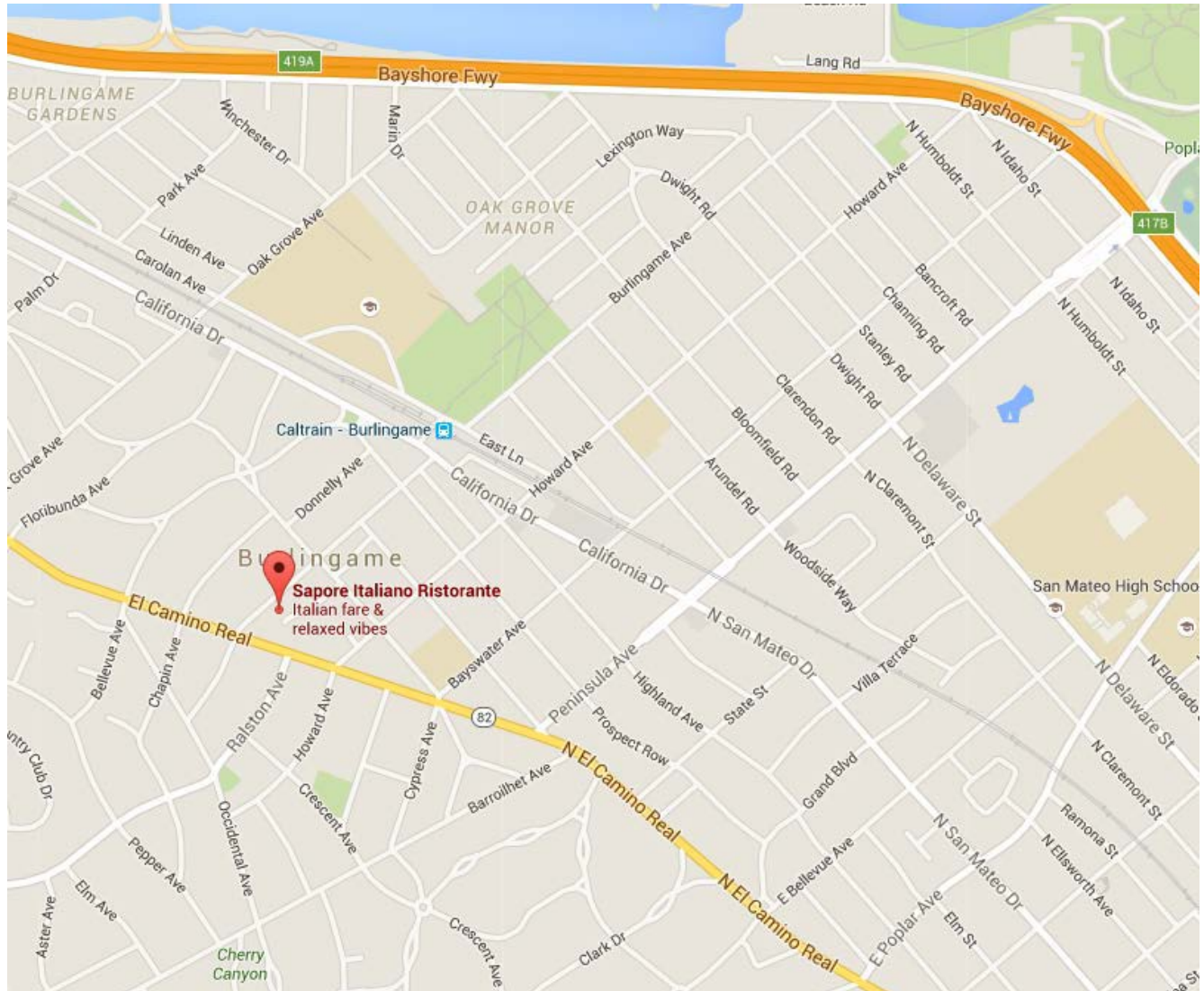
Alleviating the Housing and Transportation Crunch in San Mateo County

New data collected by Sustainable San Mateo County (SSMC) in its latest Indicators Report shows that the high cost of housing and transportation is creating more problems than anticipated. What can councilmembers do to help local residents cope? What are some of the best ideas from local housing experts, community leaders and county authorities? What innovative solutions are working in other parts of the U.S.?

This “behind the scenes” briefing will be given by Adrienne Etherton, executive director of SSMC; Flora Kaplan, SSMC’s Indicators Program Manager; and Seamus Murphy, SSMC board member and chief communications officer for the San Mateo County Transit District.

8:30pm

- Meeting Adjourned

MAP and DIRECTIONS to:**Sapore Italiano****1447 Burlingame Avenue****Burlingame, CA 94010****Directions from (From Either Direction on El Camino Real)**

- Turn onto Burlingame Ave towards 101 (restaurant on your right)

Directions from Northbound 101

- Take exit 417B (Peninsula Ave)
- Turn right onto Airport Blvd
- Take the 1st right onto Peninsula Ave
- Turn right onto El Camino Real
- Turn right onto Burlingame Ave

Directions from Southbound 101

- Take exit 419B for Broadway toward Broadway (Merge onto Broadway)
- Turn left onto El Camino Real
- Turn left onto Burlingame Ave

TOWN COUNCIL WEEKLY DIGEST

Friday – June 9, 2017

1. Agenda (Cancellation) – ASCC – Monday, June 12, 2017
2. Notice of Vacant Seats, Current and Upcoming, to Serve on ABAG and LAFCo
3. Notice of a Vacant Seat on C/CAG Bicycle and Pedestrian Advisory Committee
4. Invitation from Council Member Maureen Freschet re: “Before our Very Eyes” Human Trafficking - Saturday, June 17, 2017
5. [Western City Magazine – June 2017](#)

Attached Separates (Council Only) *(placed in your town hall mailbox)*

1. Invitation to LifeMoves (formerly InnVision Shelter Network) Annual Benefit Breakfast - October 5, 2017
2. Invitation to the 13th Biennial State of San Francisco Estuary Conference – October 10 – 11, 2017
3. LABOR Magazine – June 2017



TOWN OF PORTOLA VALLEY
7:00 PM – Regular Meeting of the Architectural and Site
Control Commission
Monday, June 12, 2017
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

NOTICE OF MEETING CANCELLATION

PORTOLA VALLEY ARCHITECTURAL AND SITE CONTROL COMMISSION MEETING REGULARLY SCHEDULED FOR

Monday, June 12, 2017

Notice is hereby given that the Portola Valley Architectural and Site Control Commission meeting regularly scheduled for Monday, June 12, 2017 has been cancelled.

The next regular meeting of the Portola Valley Architectural and Site Control Commission is scheduled for Monday, June 26, 2017 at 7:00 PM, in the Historic Schoolhouse, located at 765 Portola Road, Portola Valley, CA.

Posted Date: June 9, 2017

Vacant Seats and Terms Expired or Due to Expire

ASSOCIATION OF BAY AREA GOVERNMENTS (ABAG)

	Appointed	Expires	Representing
Pradeep Gupta, South San Francisco	01/24/14	06/30/17	Cities
Wayne Lee, Millbrae	12/16/16	06/30/17	Cities
<u>Alternate Members</u>			
Carlos Romero, East Palo Alto	01/27/17	06/30/17	Cities
Catherine Carlton, Menlo Park	06/28/13	06/30/17	Cities

LOCAL AGENCY FORMATION COMMISSION (LAFCo)

Ray Mueller, Menlo Park (Alternate Member) has resigned. Interest Letters are being accepted to fulfill his remaining term until May, 2019. All Cities are eligible.

Important Dates:

- Send Letters of Interests directly to Sukhmani Purewal, Secretary, City Selection Committee either via email (spurewal@smcgov.org) or by fax (650-363-1916)
- Last day to submit Letters of Interests is June 15, 2017
- Next City Selection Meeting will be on June 30, 2017 in Burlingame

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

Date: June 5, 2017

To: Council Members from San Mateo County Cities and Towns, and Members of the San Mateo County Board of Supervisors
All City/County Managers

From: Alicia C. Aguirre, C/CAG Chair

Subject: **Solicitation of One Elected Official to Serve on C/CAG's Bicycle and Pedestrian Advisory Committee**

The City/County Association of Governments of San Mateo County (C/CAG) currently has **one vacant seat** on the Bicycle and Pedestrian Advisory Committee (BPAC) for an elected official of a City Council and/or the Board of Supervisors. This individual must be an elected official on one of the twenty City and Town Councils in San Mateo County or an elected official on the San Mateo County Board of Supervisors.

Individuals who would like to be considered for appointment to the BPAC should send a letter of interest to:

Sandy Wong, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063
or e-mail to slwong@smcgov.org

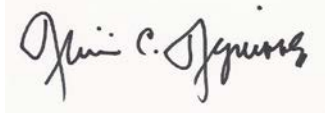
About the **Bicycle and Pedestrian Advisory Committee (BPAC):**

The BPAC provides advice and recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning, and selection of projects for state and federal funding. This Committee has approximately six meetings per year. The BPAC meets on the fourth Thursday of the month from 7:00 p.m. to 9:00 p.m. in San Mateo City Hall.

If you would like to be considered for the BPAC, please submit your letter of interest by **Friday, June 30, 2017**. Appointments will be considered at the July 13, 2017 C/CAG Board of Directors meeting. If there are still vacancies on the BPAC after the June 30th deadline, this recruitment may be extended to Friday, August 25th for appointments to be considered at the September 14, 2017 C/CAG Board of Directors Meeting.

If you have any questions about the BPAC or the appointment process, please feel free to contact Eliza Yu at (650) 599-1453 or eyu@smcgov.org.

Sincerely,

A handwritten signature in black ink on a light beige background. The signature reads "Alicia C. Aguirre" in a cursive script.

Alicia C. Aguirre
C/CAG Chair



BEFORE OUR VERY EYES

Exposing Human Trafficking In Our Neighborhoods

The Honorable Maureen Freschet, City Council City of San Mateo
cordially invites you

to join her for an educational and informative afternoon
on the topic of Human Trafficking and Sexual Exploitation
happening **BEFORE OUR VERY EYES** and in our neighborhoods.

Learn what we are doing and how you can help.

SATURDAY, JUNE 17
1pm-3pm

reception following

The Nueva School
Bay Meadows Campus
131 E. 28th St.
San Mateo, CA
on-site visitor parking

SPEAKERS

Senator Jerry Hil
Supervisor Carole Groom
District Attorney Steve Wagstaffe
San Mateo City Council Member Maureen Freschet

HUMAN TRAFFICKING: FIGHTERS AND SURVIVORS FILM

by Tony Gapastione

HUMAN TRAFFICKING PANEL MEMBERS

Susan Manheimer, San Mateo Police Chief
Jenee Littrell, Administrator, San Mateo County Office of Education
Brian Wo, Co-Founder, Bay Area Anti-Trafficking Coalition
Denicia Cormier, Supervisor, San Mateo County Human Services Agency

Register for this FREE event at: BeforeOurVeryEyes.eventbrite.com



FACT: MODERN SLAVERY HAPPENS BEFORE OUR VERY EYES...

AND IN OUR OWN NEIGHBORHOODS!

Attend this FREE public event and get the facts from local elected officials and local experts with a focus on:

BEFORE OUR VERY EYES

Exposing Human Trafficking In Our Neighborhoods

PRESENTED BY



- What it is and what you need to know
- Why the Bay Area is a human trafficking hotspot
- Addressing the demand side of trafficking
- Internet safety and human trafficking
- What YOU can do to protect your children
- A call to action

SPEAKERS:



Jerry Hill
California
State Senator



Carole Groom
Supervisor of District 2
County of San Mateo



Steve Wagstaffe
District Attorney
San Mateo County



Maureen Freschet
Council Member
City of San Mateo

HUMAN TRAFFICKING PANEL:



Susan Manheimer
Police Chief
City of San Mateo



Jeneé Littrell
Administrator
Safe and Supportive Schools/Student Services
San Mateo County Office of Education



Brian Wo
Co-Founder
Bay Area Anti-Trafficking Coalition



Denicia Cormier
Programs/Support Services for Foster Youth
San Mateo County Human Services Agency

Saturday, June 17, 2017

1pm-3pm

reception following

Register at: <https://beforeourveryeyes.eventbrite.com>

**Nueva School
Bay Meadows Campus
131 E. 28th St.
San Mateo, CA**



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College Heights
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For information about this event and other educational art, music and interactive activities at the San Mateo County Fair June 10-18, 2017, go to:

www.BeforeOurVeryEyes.org