

TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council Wednesday, April 24, 2019 Historic Schoolhouse 765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

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

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.

1. **PRESENTATION** on the Occasion of the Retirement of Woodside Fire Protection District Chief, Dan Ghiorso (3)

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.

- 2. Approval of Minutes April 10, 2019 (4)
- 3. Approval of Warrant List April 24, 2019 (10)
- Recommendation by Public Works Director Adoption of a Resolution for the 2018/2019 Street Resurfacing (22) Project – Surface Seals Project No. 2019-PW01
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Plans and Specifications and Calling for Bids for the 2018/2019 Street Resurfacing Project Surface Seals No. 2019-PW01 (Resolution No. ___)
- Recommendation by Public Works Director Adoption of a Resolution relative to Senate Bill 1 (SB 1) (27)
 Road Maintenance and Rehabilitation Account Funding and Submittal of a Proposed Project List
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting a Project List for Fiscal Year 2019-20 Funded by SB 1: The Road Repair and Accountability Act of 2017 (Resolution No. __)

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

6. Report by Conservation Committee – Annual Report to the Town Council (32)

STAFF REPORTS & RECOMMENDATIONS

- 7. STUDY SESSION Pedestrian Safety Study Update and Initial Discussion on General Process (50)
- 8. Report by Town Manager Budget Book Format (51)
- 9. **Recommendation by Town Attorney** Introduction of an Ordinance requiring the Safe Storage of Firearms (52) in Residence
 - (a) First Reading, Waive Further Reading and Introduce an Ordinance of the Town Council of the Town of Portola Valley Adding Chapter 9.09 [Storage of Firearms] to Title 9 [Public Peace, Morals and Welfare] of the Portola Valley Municipal Code to require the Safe Storage of Firearms in a Residence (Ordinance No. ___)

10. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS (64)

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.

11. TOWN MANAGER REPORT (65)

WRITTEN COMMUNICATIONS

- 12. Town Council Digest April 11, 2019 (66)
- 13. Town Council Digest April 18, 2019 (78)

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).

There are no written materials for Presentation to Retiring Fire Chief Ghiorso

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 967, APRIL 10 2019

CALL TO ORDER AND ROLL CALL

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

Present: Councilmembers Maryann Derwin, Craig Hughes, John Richards; Vice Mayor Jeff Aalfs;

Mayor Ann Wengert

Absent: None

Others: Jeremy Dennis, Town Manager

Cara Silver, Town Attorney

Howard Young, Public Works Director

Kari Chinn, Communications Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Resident Virginia Bacon commented on the email that was sent to the Council from Ms. Kiki Tidwell. Ms. Bacon said that Alpine Hills was developed in the 1950s and all the properties are at least one acre in size. She said it is an interesting neighborhood well suited for ADUs. She said Ms. Tidwell stated that that the CC&Rs say no other buildings should be built on the properties. Ms. Bacon said the CC&Rs clearly state "Not intended to exclude guest houses."

Resident Meg Abraham said she supports low cost housing but is very concerned with building on Frog Pond Park. She read aloud the concerns she expressed in the email she sent to Council. She said it will increase fire hazard to people in the Ranch, will likely be overridden by ecological/environmental impact studies, and it is unlikely the Town will be allowed to permit. She said Blue Oaks was permitted on the condition they put in low-cost housing, but they've passed rules to avoid it. She said the Town is forcing the older part of town to form a HOA. She said she had suggested the ASCC consider 400-square-foot-ADUs which would be low-income housing but instead the Town approved 1,700 square feet, which will not be low income. She said this will bring lawsuits and an expensive ballot measure. She said it will increase resistance to building by Stanford, The Priory, and The Sequoias. She said the traffic in the area already exceeds road safety limits and this will require additional roadwork. She said the Frog Pond site is of huge historic importance that brought about all the trail systems in the area. She suggested asking Mid-Peninsula Open Space or POST to see if they'd be interested in buying the Frog Pond and then use that money for development. She said the Town could sell the two lots at Blue Oaks. She said the most obvious solution, as in Palo Alto, Los Angeles, Sacramento, and elsewhere, is to consider 400-squarefoot homes. She said many people enjoy living in smaller spaces. She said her father blessed her with a larger home, but she previously lived happily in 600 square feet with a baby and a husband. She thanked the Council for their time. She said while Frog Park is her emotional attachment, she believes the Town will also have trouble getting permitted at Ford Field due to the significant ecological issues. Mayor Wengert clarified that that there are no proposed projects. Ms. Abraham said she understood that but said if people do not raise their voices early on, people get invested in the decisions and work they've put in. She said she knew a year ago that Stanford was planning on building and the Council knew it, but it was not made public.

Town Manager Dennis welcomed new staff member Kari Chinn, Communication and Engagement Analyst. Ms. Chinn said she was happy to be working for Portola Valley.

Mayor Wengert reordered items 8 and 9 of the Consent Agenda.

CONSENT AGENDA

- (1) <u>Approval of Minutes</u> Town Council Regular Meeting of March 27, 2019. [Removed from Consent Agenda.]
- (2) Approval of Warrant List April 10, 2019, in the amount of \$113,738.54.
- (3) Recommendation of Town Manager Town Center Master Plan Update Committee Conclusion
- (4) <u>Appointment by Mayor</u> Member to the Conservation Committee
- (5) Appointment by Mayor Member to the Cultural Arts Committee
- (6) <u>Appointment by Mayor</u> Member to the Parks & Recreation Committee

Vice Mayor Aalfs moved to approve Items 2 through 6 of the Consent Agenda. Seconded by Councilmember Richards, the motion carried 5-0, by roll call vote.

(1) <u>Approval of Minutes</u> – Town Council Regular Meeting of March 27, 2019. Vice Mayor Aalfs moved to approve Item 1 as amended. Seconded by Councilmember Richards, the motion carried 5-0.

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

(7) Report by Trails & Paths Committee – Annual Report to the Town Council

Trails & Paths Committee member Joe Coleman provided the Annual Report of the Trails Committee. He thanked the Council and Town Staff for their support of the Committee. He described the responsibilities and priorities including recommendations for the annual and projected capital budget, annual community hike and horse fair, seasonal trail closures and openings, trails assigned to and monitored by committee members for maintenance, and site development plan review.

In response to Mayor Wengert's question, Mr. Coleman said the 33 miles of trails in town also includes everything on Coalmine Ridge, the Ranch, and Westridge.

Public Works Director Young said it has been a great working collaboration with members that represent the community.

Vice Mayor Aalfs said he moved off as the Committee Liaison because of conflict with the weekly Mayor's meeting, but he misses it. Councilmember Derwin said Mr. Coleman is a stellar example of volunteerism in Portola Valley. Councilmember Hughes said he is very glad to be the Committee Liaison. He agrees that the entire Committee is a great example of volunteerism. Mayor Wengert thanked the Committee on behalf of the Town for being such a terrifically active and positive role model for all the Town Committees.

STAFF REPORTS AND RECOMMENDATIONS

- (9) Recommendation by Town Manager Adoption of a Resolution in Support of the Proposed Flood and Sea Level Rise Resiliency Agency
 - (a) Adoption of a Resolution of the Town of Portola Valley in Support of the Establishment of the Flood and Sea Level Rise Resiliency Agency (Resolution No. 2794-2019)

Town Manager Dennis presented the staff report, which he described as an encapsulation of what Larry Patterson, former City Manager of San Mateo and the lead on the effort to get cities in this process, did for the Council at the last meeting. Staff recommended that the Town Council consider adoption of the resolution of support for the establishment of Flood and Sea Level Rise Resiliency Agency, as proposed

by the County of San Mateo and the City/County Association of Governments, and consider funding the Agency, as detailed in the staff report.

Mayor Wengert invited questions from the Council. Hearing none, Mayor Wengert invited Jerry Hearn to speak.

Jerry Hearn said he hopes he was clear in his previous explanations about why Portola Valley needed to be concerned about sea level rise. Mr. Hearn said there have been questions about why yet another agency is being created. Mr. Heard said the agency actually already exists but they are now expanding the existing flood control agency in San Mateo County to focus on something much broader. He said California has made great strides in reducing their carbon footprint. He said climate change is already here. He said things can be slowed down but we need to address the inevitable things that will happen. He said this new Agency will not be trying to do it all, but they are trying to make sure that all the various cities are collaborating and that all the approaches and solutions integrate. He said having multiple groups working together is a solid approach to raise funds.

Mayor Wengert invited questions or comments from the Council.

Councilmember Derwin said over the weekend she was at the Progress Seminar. She said Jackie Speier gave a spectacular interview. She said when asked for a final bit of advice, Ms. Speier said the goal from a regional standpoint is to create a vision for what we want this County to look like in the next say 40 years and give that to our children. Then she listed examples, with the first one being the Sea Level Rise Water Agency.

Vice Mayor Aalfs said Jan Pepper, Councilmember in Los Altos and PCI CEO, commented on how amazing it was to see the elected officials working and collaborating together so well.

Councilmember Hughes said it is hard for cities to raise additional funding. He said while he is supportive of this project, the Town needs to think about how Town participation in the regional programs impacts the Town budget. He said three or four more of these kinds of programs will add up. He suggested considering carefully what the appropriate structure might be that can work for small towns such as Portola Valley.

Councilmember Richards was supportive of the proposal. He appreciated Mr. Hearns' comments regarding how important this issue is to the community and the entire region. He also agreed with Councilmember Hughes that at some point the Council needs to consider the effect on the long-term budget.

Mayor Wengert agreed with her fellow Councilmembers. She said she participated on Mr. Hearn's panel on sea level rise at the Progress Seminar. She said it was very informative and allayed any concerns she had about it functioning in a positive way. She said it will come with a lot of costs and everyone will need to be creative as to funding.

Councilmember Derwin moved to approve the Adoption of a Resolution of the Town of Portola Valley in Support of the Establishment of the Flood and Sea Level Rise Resiliency Agency. Seconded by Vice Mayor Aalfs; the motion carried 5-0.

Larry Patterson said this whole proposal came about because people got involved and he wanted to recognize Councilmember Derwin's very important involvement on the Water Committee. He also acknowledged the Town Manager's involvement and said Town Manager Dennis was very effective on the Staff Advisory Team.

(8) <u>Recommendation by Town Manager</u> – Formation of the Ad-Hoc Wildfire Emergency Preparedness Committee

Town Manager Dennis presented the staff report describing the background, discussion items, and fiscal impact of this proposal. Staff recommended the Town Council form an ad hoc committee to provide recommendations on wildfire preparedness and appoint a member of the Town Council to serve on the body.

Mayor Wengert invited questions from the Council.

Councilmember Derwin asked if Town Manager Dennis had talked to any EPC members. Town Manager Dennis said he attended the EPC meeting last Thursday and explained why he believed this is a preferred way to go. He said he did not receive any particular feedback. One of the committee members attended the Council's March 27 meeting and was comfortable with the proposal. Councilmember Derwin said someone approached her who was uncomfortable. She said she wants to make sure the Committee understands how much the Council values what they're doing. Town Manager Dennis said he expressed that at the meeting and that he had intended a member of their committee to serve on the ad hoc. He said the Committee has tasks they need to continue to work on that could not be done if this became their primary task in the next six months. He said the timing was unfortunate because he had intended to speak with them at the March meeting, but it was cancelled due to a quorum issue. He said he is happy to speak within anybody about it.

Councilmember Hughes asked if the three other designated committees would be choosing their person to serve on the ad hoc. Mayor Wengert asked regarding the timing. Town Manager Dennis said all of the committees have meetings scheduled within the next two to three weeks and this item can be put on agendas and then brought back to the Council. He said it will likely take the same amount of time to get the other five.

Town Manager Dennis said this committee will likely be most successful by utilizing subcommittees based on different tasks. He said if they utilize their first meeting to set up those subcommittees, some work can get started quickly.

Councilmember Derwin asked if there should be alternates. Town Manager Dennis said the pros are it could continue working and the cons are it may not have continuity and could be a struggle. He said he has a draft version of the advertising piece regarding the committee positions and it is made clear they need people who will be available.

With no further questions, Mayor Wengert invited comments from the Council.

Councilmember Richards said the EPC is so busy, it makes sense to form this ad hoc committee. He was supportive of the proposal.

Town Manager Dennis said it will be helpful if the Council reaffirms or affirms the issues highlighted in the staff report and important for the ad hoc committee to have leeway to explore issues that may not have yet been considered, for example, issues of cooperation with other communities.

Councilmember Richards said home hardening could be broken down into short-term and longer-term facets. Town Manager Dennis agreed there are short-time suggestions for home hardening using available technologies and materials. He said the longer-term home hardening could also mean Building Code issues around renovations or new builds. Town Attorney Silver said staff is going through the Building Code update which will go into effect January 1, 2020. She said if Council wants to make local variations to the State and Uniform Codes, now would be the time to do it. She said the Building Code issues should be addressed in the short term to provide the option of amending the Uniform Codes.

Mayor Wengert asked Town Attorney Silver if the new State Codes would include new fire prevention oriented Code updates. Town Attorney Silver was not aware of any.

The Council was supportive of the formation of the Ad-Hoc Wildfire Committee. They agreed that Vegetation Management, Defensible Space, and Evacuation Routes are first on the list for consideration.

In response to Councilmember Derwin's question, Town Manager Dennis said they discussed asking a resident to do some vegetation management work at their home as a demonstration.

In response to Councilmember Richards' comments regarding the funding issue, Mayor Wengert suggested the committee not focus on that right away until after the budget discussion. She agreed that knowing what is financially feasible is important. Town Manager Dennis said staff will keep an eye on what that could look like, how many properties could be eligible for the match, and how much that match would be.

Councilmember Derwin asked about neighborhood coordination. Town Manager Dennis said the recommendation would be to coordinate with the Neighborhood Watch programs. Councilmember Derwin suggested also reaching out to the HOAs as a starting point.

The Council agreed that the Ad-Hoc Committee will consist of nine members. Councilmember Hughes will represent the Council and Vice Mayor Aalfs will be his alternate. The ASCC, Emergency Preparedness Committee, and Conservation Committee will each choose one representative to join the Ad-Hoc Committee, and staff will advertise for the five resident members to be appointed by the Council at a future date. Subcommittees and a technical advisory group will assist the Ad-Hoc Committee.

(10) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

<u>Councilmember Richards</u> – Attended the April 8 ASCC meeting. He said he is developing a list of things to discuss with Planning & Building Director Russell regarding some streamlining ideas for smaller projects.

Councilmember Hughes - None to report.

<u>Councilmember Derwin</u> – Mayor Wengert and Town Manager Dennis joined Councilmember Derwin at the Stanford GUP meeting. Councilmember Derwin attended a joint Home For All and C/CAG meeting where they discussed the CASA Compact. She attended a Joint Ad-Hoc Task Force on Managed Lanes meeting where they decided on staffing. She joined Mayor Wengert and Town Manager Dennis at the annual Progress Seminar.

<u>Vice Mayor Aalfs</u> – Met with Jeff Klugman, president of the Portola Valley School District Board, to discuss teacher housing.

<u>Mayor Wengert</u> – Attended a C/CAG Bicycle and Pedestrian Advisory meeting on March 28 where they discussed a new grant. Mayor Wengert was concerned that the issue of motorized bicycles and scooters has not been dealt with. Mayor Wengert attended an Airport Roundtable meeting. She said at the end of July, the San Francisco Airport will be closing one of the two main runways which will cause delays and cancellations for up to a month, probably most of August. She said they discussed that the airports themselves do not have control over the schedules but it is the airlines that dominate that. She said pressure will need to be applied to the airlines to limit early morning, late night, and overnight flights.

(9) <u>Town Manager Report</u> – Town Manager Dennis reported that he met with multiple residents on a variety of issues within the last couple of weeks. Mayor Wengert acknowledged and thanked Town Manager Dennis for his outreach efforts.

WRITTEN COMMUNICATIONS

(10) Town Council Digest – March 28, 2019.

| (11) | <u>Town Council Digest</u> – April 4, 2019 |
|---------|--|
| | #5 – Agenda (Special) – Bicycle, Pedestrian & Traffic Safety Committee – Thursday, April 11, 2019. Councilmember Hughes noted the special meeting of the Bicycle, Pedestrian & Traffic Safety Committee on April 11 to review the Pedestrian Safety Study. |
| ADJOL | JRNMENT [8:42 p.m.] |
| Mayor \ | Wengert adjourned the meeting. |
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Town Clerk

None.

Mayor

Page 10 Date: 04/17/2019 04/24/19 Time: 5:58 pm TOWN OF PORTOLA VALLEY Page: 1

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| CA 90074-3295 GL Number | ******** | | Invoice Amount | Amount Relieved | 514.50 |
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| A Robert Half Company | Week-Ended 04/05/2019 | | 20002 | 04/24/2019 | |
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| 05-50-4058 | Temp Clerical/Admin | | 672.00 | 0.00 | |
| ACCOUNTEMPS | Temp Clerical/Accounting | | 20839 | 04/24/2019 | |
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Date: 04/17/2019 Time: 5:58 pm TOWN OF PORTOLA VALLEY Page: 2 Vendor Name Invoice Description1 Ref No. Discount Date Vendor Name Line 2 Invoice Description2 PO No. Pay Date Due Date Vendor Number Taxes Withheld Vendor Address Check Date Bank Check No. Discount Amount City State/Province Zip/Postal Invoice Number **Check Amount** AT&T March Statements (3) 20819 04/24/2019 04/24/2019 P.O. BOX 9011 441 04/24/2019 0.00 **CAROL STREAM** BOA 53668 04/24/2019 0.00 IL 60197-9011 000012858465 267.19 **GL Number** Description Invoice Amount Amount Relieved 05-64-4318 Telephones 267.19 0.00 Check No. 53668 Total: 267.19 Total for AT&T 267.19 BANK OF AMERICA March Statement 20841 04/24/2019 Bank Card Center 04/24/2019 P.O. BOX 53155 0022 04/24/2019 0.00 **PHOFNIX** BOA 53669 04/24/2019 0.00 AZ 85072-3155 2,481.67 **GL Number** Description Invoice Amount Amount Relieved Parks & Fields Maintenance 05-58-4240 395.83 0.00 05-64-4308 Office Supplies 182.60 0.00 05-64-4311 Software & Licensing 678.98 0.00 05-64-4326 **Education & Training** 805.00 0.00 05-64-4336 Miscellaneous 419.26 0.00 Check No. 53669 Total: 2,481.67 Total for BANK OF AMERICA 2,481.67 CALIFORNIA BLDG STANDARDS COMM BSA Qtrly Report Jan-Mar 2019 20820 04/24/2019 04/24/2019 2525 NATOMAS PARK DRIVE 458 04/24/2019 0.00 SACRAMENTO BOA 0.00 53670 04/24/2019 CA 95833 117.00 **GL Number** Description Invoice Amount Amount Relieved 05-56-4224 BSA/SMIP/DSA Fees 117.00 0.00 Check No. 53670 Total: 117.00 Total for CALIFORNIA BLDG STANDARDS (117.00 CALIFORNIA WATER SERVICE CO Water Service, 3/12/19-4/10/19 20843 04/24/2019 04/24/2019 3525 ALAMEDA DE LAS PULGAS 0011 04/24/2019 0.00 MENLO PARK **BOA** 53671 04/24/2019 0.00 CA 94025844 1,367.49 GL Number Description Invoice Amount Amount Relieved 05-64-4330 Utilities 1,367.49 0.00

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Date: 04/17/2019

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| State/Province Zip/Postal CALPERS | March Retirement - CLASSIC | | 20844 | 04/24/2019 | Check Amount |
| FISCAL SERVICES DIVISION | March Retirement - CLASSIC | | 20044 | 04/24/2019 | |
| ATTN: RETIREMENT PROG ACCTG | 0107 | | | 04/24/2019 | 0.00 |
| SACRAMENTO | BOA | | 53672 | 04/24/2019 | 0.00 |
| CA 94229-2703 | | | | | 13,643.41 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 05-00-2556 | Arrears Svc Cr | | 107.38 | 0.00 | |
| 05-50-4080 | Retirement - PERS | | 13,536.03 | 0.00 | |
| | | Check No. | 53672 | Total: | 13,643.41 |
| CALPERS | March Retirement - PEPRA | | 20845 | 04/24/2019 | |
| FISCAL SERVICES DIVISION | + K. Chinn Adjustment | | | 04/24/2019 | |
| ATTN: RETIREMENT PROG ACCTG | 0107 | | | 04/24/2019 | 0.00 |
| SACRAMENTO | BOA | | 53673 | 04/24/2019 | 0.00 |
| CA 94229-2703 GL Number | Description | | Invoice Amount | Amount Relieved | 4,255.60 |
| 05-00-2522 | PERS Payroll | | 2,031.59 | 0.00 | |
| 05-50-4080 | Retirement - PERS | | 2,224.01 | 0.00 | |
| | | Check No. | 53673 | Total: | 4,255.60 |
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| CALPERS FISCAL SERVICES DIVISION | April Unfunded Liability | | 20804 | 04/24/2019 04/24/2019 | |
| ATTN: RETIREMENT PROG ACCTG | 0107 | | | 04/24/2017 | 0.00 |
| SACRAMENTO | ВОА | | 53674 | 04/24/2019 | 0.00 |
| CA 94229-2703 | 100000015627694 | | | | 2,310.49 |
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| 05-50-4080 | Retirement - PERS | | 2,310.49 | 0.00 | |
| | | Check No. | 53674 | Total: | 2,310.49 |
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| CLEANSTREET | February Litter/Street Clean | | 20821 | 04/24/2019 | |
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| 1937 W. 169TH STREET | 0034 | | | 04/24/2019 | 0.00 |
| GARDENA | BOA | | 53675 | 04/24/2019 | 0.00 |
| CA 90247-5254 | 93435 | | | A 15 " 1 | 1,751.72 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 05-66-4342 20-60-4262 | Landscape Supplies & Services Street Sweeping | | 78.44 721.46 | 0.00 0.00 | |
| 22-60-4266 | Litter Clean Up Program | | 951.82 | 0.00 | |
| CLEANSTREET | Qtr & Mar Litter/Street Clean | | 20822 | | |
| 1027 W 1/0TH CTDEET | 0024 | | | 04/24/2019 | 0.00 |
| 1937 W. 169TH STREET GARDENA | 0034 BOA | | 53675 | 04/24/2019 04/24/2019 | 0.00 |
| CA 90247-5254 | 93715 | | 55075 | U712712U17 | 4,993.94 |
| GL Number | Description | | Invoice Amount | Amount Relieved | 1,770.7 |
| 05-66-4342 | Landscape Supplies & Services | | 78.44 | 0.00 | |
| 20-60-4262 | Street Sweeping | | 3,963.68 | 0.00 | |
| 22-60-4266 | Litter Clean Up Program | | 951.82 | 0.00 | |
| | | Check No. | 53675 | Total: | 6,745.66 |
| | | | | | |

04/24/19

Page 13 Date: 04/17/2019 Time: 5:58 pm

| TOWN OF PORTOLA VALLEY | | | | | Time: 5:58 pm Page: 4 |
|--|---|-----------|--------------------------------|--|--------------------------------|
| Vendor Name Vendor Name Line 2 Vendor Address | Invoice Description1 Invoice Description2 Vendor Number Bank | | Ref No. PO No. Check No. | Discount Date Pay Date Due Date Check Date | Taxes Withheld Discount Amount |
| City State/Province Zip/Postal | Invoice Number | | CHECK NO. | Check Date | Check Amount |
| | | Total for | CLEANSTREET | | 6,745.66 |
| COTTON SHIRES & ASSOC. INC. | Applicant Charges, Feb 2019 | | 20847 | 04/24/2019 04/24/2019 | |
| 330 VILLAGE LANE LOS GATOS CA 95030-7218 | 0047 BOA | | 53676 | 04/24/2019 04/24/2019 | 0.00 0.00 10,102.03 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 96-54-4190 | Geologist - Charges to Appls | | 10,102.03 | 0.00 | |
| | | Check No. | 53676 | Total: | 10,102.03 |
| | | Total for | COTTON SHIRE | ES & ASSOC. INC. | 10,102.03 |
| DEPARTMENT OF CONSERVATION Division of Administrative 801 K STREET MS22-15 | SMISHMF Qtr Rep Jan-Mar 201 | 9 | 20823 | 04/24/2019 04/24/2019 04/24/2019 | 0.00 |
| SACRAMENTO CA 95814-3531 | ВОА | | 53677 | 04/24/2019 | 0.00 0.00 284.24 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 05-56-4224 | BSA/SMIP/DSA Fees | | 284.24 | 0.00 | |
| | | Check No. | 53677 | Total: | 284.24 |
| | | Total for | DEPARTMENT | OF CONSERVATIO | |
| GRASSROOTS ECOLOGY 3921 EAST BAYSHORE ROAD PALO ALTO CA 94303 | Native Plant Installation, Vernal Pool 926 BOA PV012419 | | 20824 53678 | 04/24/2019 04/24/2019 04/24/2019 04/24/2019 | 0.00 0.00 366.24 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 05-52-4144 | Conservation Committee | | 366.24 | 0.00 | |
| | | Check No. | 53678 | Total: | 366.24 |
| | | Total for | GRASSROOTS | ECOLOGY | 366.24 |
| GREEN HALO SYSTEMS 2431 ZANKER ROAD | Hosting/Access, April 2019 0654 | | 20815 | 04/24/2019 04/24/2019 04/24/2019 | 0.00 |
| SAN JOSE CA 95131 | BOA 2061 | | 53679 | 04/24/2019 | 0.00 0.00 114.00 |
| GL Number | Description Software & Licensing | | Invoice Amount | Amount Relieved | |
| 05-64-4311 | Software & Licensing | | 114.00 | 0.00 | |
| | | Check No. | 53679 | Total: | 114.00 |
| | | Total for | GREEN HALO S | SYSTEMS | 114.00 |

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04/24/2019

04/24/2019

04/24/2019

Amount Relieved

0.00

Total:

53683

INDUSTRIAL PLUMBING SUPPLY

Invoice Amount

53683

Check No.

Total for

272.65

0.00

0.00

272.65

272.65

272.65

04/24/19 Date: 04/17/2019 Time: 5:58 pm TOWN OF PORTOLA VALLEY Page: 5 Vendor Name Invoice Description1 Ref No. Discount Date Invoice Description2 PO No. Pay Date Vendor Name Line 2 Due Date Vendor Number Taxes Withheld Vendor Address Check Date Bank Check No. Discount Amount State/Province Zip/Postal Invoice Number **Check Amount** Refund Deposit, 155 Cherokee YVONNE HARROSH 20806 04/24/2019 04/24/2019 175 IRIS STREET 0885 04/24/2019 0.00 REDWOOD CITY BOA 53680 04/24/2019 0.00 CA 94062 5,000.00 **GL Number** Description Invoice Amount Amount Relieved 96-54-4205 C&D Deposit 5,000.00 0.00 Check No. 53680 Total: 5.000.00 Total for YVONNE HARROSH 5,000.00 HILLYARD, INC Janitorial Supplies 20825 04/24/2019 04/24/2019 P.O. BOX 843025 531 04/24/2019 0.00 KANSAS CITY BOA 53681 04/24/2019 0.00 MO 64184-3025 603388041 472.00 **GL Number** Description Invoice Amount Amount Relieved Building Maint Equip & Supp 05-66-4340 157.33 0.00 05-66-4341 Community Hall 157.33 0.00 **Building Maint Equip & Supp** 0.00 25-66-4340 157.34 Check No. 53681 472.00 Total: Total for HILLYARD, INC 472.00 MARK HOLMES Refund Deposit, 145 La Sandra 20807 04/24/2019 04/24/2019 145 LA SANDRA 0886 04/24/2019 0.00 PORTOLA VALLEY BOA 0.00 53682 04/24/2019 CA 94028 733.74 **GL Number** Description Invoice Amount Amount Relieved 96-54-4207 Deposit Refunds, Other Charges 733.74 0.00 Check No. 53682 Total: 733.74 Total for MARK HOLMES 733.74 INDUSTRIAL PLUMBING SUPPLY Faucet for Maint Bldg Exterior 20826 04/24/2019

0891

BOA

Description

77899

Mechanical Sys Maint & Repair

P.O. BOX 2216

GL Number

05-66-4346

CA 94064

REDWOOD CITY

04/24/19

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Date: 04/17/2019 Time: 5:58 pm TOWN OF PORTOLA VALLEY Page: 6 Vendor Name Invoice Description1 Ref No. Discount Date Vendor Name Line 2 Invoice Description2 PO No. Pay Date Due Date Vendor Number Taxes Withheld Vendor Address Check Date Bank Check No. Discount Amount City State/Province Zip/Postal Invoice Number **Check Amount** INTERSTATE TRAFFIC CNTRL Street Signs 20827 04/24/2019 00006604 04/24/2019 1700 INDUSTRIAL ROAD, STE B 564 04/24/2019 0.00 SAN CARLOS BOA 53684 04/24/2019 0.00 CA 94070 230788 822.08 **GL Number** Description Invoice Amount Amount Relieved 822.08 20-60-4268 Street Signs & Striping 780.83 INTERSTATE TRAFFIC CNTRL Stop Signs / Hazard Decals 20828 04/24/2019 04/24/2019 1700 INDUSTRIAL ROAD, STE B 564 04/24/2019 0.00 SAN CARLOS BOA 53684 04/24/2019 0.00 CA 94070 230787 146.96 **GL Number** Description Invoice Amount Amount Relieved Street Signs & Striping 20-60-4268 146.96 0.00 Check No. 53684 Total: 969.04 Total for INTERSTATE TRAFFIC CNTRL 969.04 J.W. ENTERPRISES Portable Lavs. 4/11/19-5/8/19 20829 04/24/2019 04/24/2019 1689 MORSE AVE 829 04/24/2019 0.00 **VENTURA** BOA 53685 04/24/2019 0.00 CA 93003 215293 402.40 **GL Number** Description Invoice Amount Amount Relieved 0.00 05-58-4244 402.40 Portable Lavatories Check No. 53685 402.40 Total: Total for J.W. ENTERPRISES 402.40 JORGENSON SIEGEL MCCLURE & February Statement 20849 04/24/2019 **FLEGEL** 04/24/2019 1100 ALMA STREET 0089 04/24/2019 0.00 MENLO PARK BOA 53686 04/24/2019 0.00 CA 94025 10,890.00 **GL Number** Description Invoice Amount Amount Relieved 05-54-4182 Town Attorney 10,752.50 0.00 96-54-4186 Attorney - Charges to Appls 137.50 0.00 March Statement 20850 JORGENSON SIEGEL MCCLURE & 04/24/2019 04/24/2019 **FLEGEL** 1100 ALMA STREET 0089 04/24/2019 0.00 MENLO PARK BOA 53686 04/24/2019 0.00 CA 94025 10,943.00 **GL Number** Description Invoice Amount Amount Relieved 05-54-4182 Town Attorney 10,860.50 0.00 96-54-4186 Attorney - Charges to Appls 82.50 0.00

Check No.

Total for

53686

JORGENSON SIEGEL MCCLURE 8

Total:

21,833.00

21,833.00

04/24/19

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Date: 04/17/2019
Time: 5:58 pm

| Verder Name | TOWN OF DODTOLA WALLEY | | | | | Time: | 5:58 pm |
|--|------------------------------|--------------------------|-----------|------------------|-----------------|-------|-------------|
| Vendor Address | TOWN OF PORTOLA VALLEY | Impoles Description1 | | Def No | Diagount Data | Page: | |
| Vendor Audriess Vendor Numbor City Bank City Bank City Bank City Bank City City Bank City | | | | | | | |
| Sales | | | | FO NO. | | Tax | es Withheld |
| Self-left Province ZipPOstal Invoice Number Check Amount | | | | Check No. | | | |
| BAY AREA T. Bowerman | | | | 0.1001.1101 | oneon Date | | |
| MEMBER SERVICES 0895 0424/2019 0.00 PASADENA BOA 53664 04/24/2019 0.00 PASADENA BOA 1/336.50 0.00 | KAISER PERMANENTE CALIFORNIA | April Health Premium, | | 20852 | 04/24/2019 | | |
| PAS_ADENA BOA S3664 04/24/2019 0.00 1.536.5 0.00 1.536.5 0.00 0.0 | | T. Bowerman | | | | | |
| CA PI 109-7741 GL Number Description Invoice Amount Amount Relieved 1,536.50 0.00 05-50-4086 Health Insurance Medical 1,536.50 0.00 LYNIX TECHNOLOGIES, INC March GIS / Maintenance Check No. Total for Total | | | | | | | 0.00 |
| Check No. Description Invoice Amount Amount Relieved Check No. 1,335.50 Community Check No. Check | | BOA | | 53664 | 04/24/2019 | | 0.00 |
| Check No. Sa664 Total: 1.536.50 Tota | | Description | | Invalas Americat | Amount Dallavad | | 1,536.50 |
| Check No. S3664 Total: 1.536.5 | | • | | | | | |
| Total for Tot | 03-30-4000 | Health Insulance Medical | | 1,330.30 | 0.00 | | |
| LYNX TECHNOLOGIES, INC March GIS / Maintenance 20816 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 0.0 1350 41ST AVENUE 0294 53687 04/24/2019 0.0 0.0 CAPTIOLA BOA 53687 04/24/2019 0.0 475.0 GS Number Description Invoice Amount Amount Relieved 1875.0 05-64-4311 Software & Licensing 475.00 0.00 MARC'S CONSTRUCTION Refund Deposit, 14 Tynan 20830 04/24/2019 04/24 | | | Check No. | 53664 | Total: | | 1,536.50 H |
| Name | | | Total for | KAISER PERM | ANENTE CALIFORN | | 1,536.50 |
| 1350 41ST AVENUE | | | | | 0.4/0.4/0.01.0 | | |
| 1350 41ST AVENUE | LYNX TECHNOLOGIES, INC | March GIS / Maintenance | | 20816 | | | |
| CAP SOTIO | 1350 41ST AVENUE | 0294 | | | | | 0.00 |
| CA 95010 8702 475.00 GL Number Description Invoice Amount Amount Relieved 05-64-4311 Software & Licensing 475.00 0.00 Check No. 53687 Total: 475.00 MARC'S CONSTRUCTION Refund Deposit, 14 Tynan 20830 04/24/2019 0.00 MARC'S CONSTRUCTION Refund Deposit, 14 Tynan 20830 04/24/2019 0.00 330 GREENLAKE DRIVE 0892 04/24/2019 0.00 SUNNYVALE BOA 53688 04/24/2019 0.00 GL Number Description Invoice Amount Amount Relieved 96-54-4205 C&D Deposit 1,000.00 0.00 MUNICIPAL CODE CORPORATION Supplement 2019, Code of Ordinances Update 53688 Total: 1,000.00 MUNICIPAL CODE CORPORATION Supplement 2019, Code of Ordinances Update 20842 04/24/2019 0.00 FL 32316 003/26410 53689 04/24/2019 0.00 GL Number Description Invoice Amount Amount Relieved | | | | 53687 | | | 0.00 |
| Name Software & Licensing 475.00 0.00 Check No. 53687 Total: 475.00 Check No. Total for LYNX TECHNOLOGIES, INC 475.00 Check No. Check No. S3688 O4/24/2019 O.00 O4/24/2019 O.00 O4/24/2019 O4/24 | | | | 0000. | 0 1/2 1/2017 | | 475.00 |
| Check No. 53687 Total: 475.00 | GL Number | Description | | Invoice Amount | Amount Relieved | | |
| MARC'S CONSTRUCTION Refund Deposit, 14 Tynan 20830 04/24/2019 | 05-64-4311 | Software & Licensing | | 475.00 | 0.00 | | |
| MARC'S CONSTRUCTION Refund Deposit, 14 Tynan 20830 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 04/24/2019 0.00 0.00 04/24/2019 0.00 0.00 04/24/2019 0.00 0.00 04/24/2019 0.00 0.00 04/24/2019 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0 | | | Check No. | 53687 | Total: | | 475.00 |
| 330 GREENLAKE DRIVE 0892 04/24/2019 0.00 | | | Total for | LYNX TECHNO | LOGIES, INC | | 475.00 |
| 330 GREENLAKE DRIVE 0892 04/24/2019 0.00 | | | | | | | |
| 330 GREENLAKE DRIVE 0892 04/24/2019 0.00 | MARC'S CONSTRUCTION | Refund Deposit, 14 Tynan | | 20830 | 04/24/2019 | | |
| SUNNYVALE | | | | | | | |
| Total for Check No. Safest Constitution Check No. Safest Constitution Check No. Chec | | | | 50/00 | | | 0.00 |
| Description Invoice Amount Amount Relieved P6-54-4205 C&D Deposit 1,000.00 0.00 0.00 | | BOA | | 53688 | 04/24/2019 | | |
| MUNICIPAL CODE CORPORATION Supplement 2019, Code of Ordinances Update O4/24/2019 O4/24/2 | | Description | | Invoice Amount | Amount Policyod | | 1,000.00 |
| Check No. 53688 Total: 1,000.00 | | · | | | | | |
| MUNICIPAL CODE CORPORATION Supplement 2019, Code of Ordinances Update 20842 04/24/2019 | 70-34-4203 | CAD Deposit | | 1,000.00 | 0.00 | | |
| MUNICIPAL CODE CORPORATION Supplement 2019, Code of Ordinances Update 20842 04/24/2019 04/24/2019 0.00 P.O. BOX 2235 788 04/24/2019 0.00 TALLAHASSEE BOA 53689 04/24/2019 0.00 FL 32316 00326410 3,114.00 3,114.00 GL Number Description Invoice Amount Amount Relieved 05-64-4300 Codification 3,114.00 0.00 | | | Check No. | 53688 | Total: | | 1,000.00 |
| MUNICIPAL CODE CORPORATION Supplement 2019, Code of Ordinances Update 20842 04/24/2019 04/24/2019 P.O. BOX 2235 788 04/24/2019 0.00 TALLAHASSEE BOA 53689 04/24/2019 0.00 FL 32316 00326410 3,114.00 3,114.00 GL Number Description Invoice Amount Amount Relieved 05-64-4300 Codification 3,114.00 0.00 | | | Total for | MARC'S CONS | TRUCTION | | 1,000.00 |
| Ordinances Update 04/24/2019 P.O. BOX 2235 788 04/24/2019 0.0 TALLAHASSEE BOA 53689 04/24/2019 0.0 FL 32316 00326410 3,114.0 3,114.0 GL Number Description Invoice Amount Amount Relieved 05-64-4300 Codification 3,114.00 0.00 | | | | | | | |
| Ordinances Update 04/24/2019 P.O. BOX 2235 788 04/24/2019 0.0 TALLAHASSEE BOA 53689 04/24/2019 0.0 FL 32316 00326410 3,114.0 3,114.0 GL Number Description Invoice Amount Amount Relieved 05-64-4300 Codification 3,114.00 0.00 | MUNICIPAL CODE CORPORATION | Supplement 2019, Code of | | 20842 | 04/24/2019 | | |
| TALLAHASSEE BOA 53689 04/24/2019 0.0 FL 32316 00326410 3,114.0 GL Number Description Invoice Amount Amount Relieved 05-64-4300 Codification 3,114.00 0.00 Check No. 53689 Total: 3,114.0 | | | | | | | |
| FL 32316 00326410 3,114.0 GL Number Description Invoice Amount Amount Relieved 05-64-4300 Codification 3,114.00 0.00 Check No. 53689 Total: 3,114.00 | | | | | | | 0.00 |
| GL Number Description Invoice Amount Relieved 05-64-4300 Codification 3,114.00 0.00 Check No. 53689 Total: 3,114.00 | | | | 53689 | 04/24/2019 | | 0.00 |
| 05-64-4300 Codification 3,114.00 0.00 Check No. 53689 Total: 3,114.00 | | | | | | | 3,114.00 |
| Check No. 53689 Total: 3,114.0 | <u> </u> | · | | | | | |
| | 05-64-4300 | Codification | | 3,114.00 | 0.00 | | |
| Total for MUNICIPAL CODE CORPORATION 3,114.0 | | | Check No. | 53689 | Total: | | 3,114.00 |
| | | | Total for | MUNICIPAL CC | DE CORPORATION | | 3,114.00 |
| OCCUCODEEN LLC | OCCUCODEEN I C | Comprehensive Comment | | 20010 | 04/24/2010 | | |
| OCCUSCREEN, LLC Comprehensive Screenings 20810 04/24/2019 04/24/2019 | UCCUSCREEN, LLC | Comprenensive Screenings | | 20810 | | | |
| | 805 BROADWAY ST. STF 215 | 0810 | | | | | 0.00 |
| | | | | 53690 | | | 0.00 |
| | WA 98660 | 132154 | | | | | 106.00 |
| GL Number Description Invoice Amount Amount Relieved | GL Number | Description | | Invoice Amount | Amount Relieved | | |

04/24/19

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Date: 04/17/2019

| TOWN OF PORTOLA VALLEY | | | | | Time: 5:58 pm Page: 8 |
|--------------------------------|--|-----------|-------------------|---------------------------|-----------------------------------|
| Vendor Name Vendor Name Line 2 | Invoice Description1 Invoice Description2 | | Ref No. PO No. | Discount Date Pay Date | rage. 0 |
| Vendor Address City | Vendor Number Bank | | Check No. | Due Date Check Date | Taxes Withheld Discount Amount |
| State/Province Zip/Postal | Invoice Number | | | | Check Amount |
| 05-64-4336 | Miscellaneous | | 106.00 | 0.00 | |
| | | Check No. | 53690 | Total: | 106.00 |
| | - — — — — — - | Total for | OCCUSCREEN | , LLC | 106.00 |
| PERS HEALTH | May Health | | 20840 | 04/24/2019 04/24/2019 | |
| VIA EFT | 0108 BOA | | 53691 | 04/24/2019 04/24/2019 | 0.00 0.00 11,078.23 |
| GL Number | Description | | Invoice Amount | Amount Relieved | 11,076.23 |
| 05-50-4086 | Health Insurance Medical | | 11,078.23 | 0.00 | |
| | | Check No. | 53691 | Total: | 11,078.23 |
| | | Total for | PERS HEALTH | | 11,078.23 |
| PG&E | March Statements | | 20848 | 04/24/2019 04/24/2019 | |
| BOX 997300 | 0109 | | | 04/24/2019 | 0.00 |
| SACRAMENTO CA 95899-7300 | ВОА | | 53692 | 04/24/2019 | 0.00 1,404.83 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 05-64-4330 | Utilities | | 1,404.83 | 0.00 | |
| | | Check No. | 53692 | Total: | 1,404.83 |
| | | Total for | PG&E | | 1,404.83 |
| PORTOLA VALLEY HARDWARE | March Statement | | 20818 | 04/24/2019 04/24/2019 | |
| 112 PORTOLA VALLEY ROAD | 0114 | | 50400 | 04/24/2019 | 0.00 |
| PORTOLA VALLEY CA 94028 | BOA | | 53693 | 04/24/2019 | 0.00 576.72 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| 05-58-4240 | Parks & Fields Maintenance | | 355.23 | 0.00 | |
| 05-60-4267 05-64-4334 | Tools & Equipment Vehicle Maintenance | | 150.84 16.30 | 0.00 0.00 | |
| 05-66-4340 | Building Maint Equip & Supp | | 54.35 | 0.00 | |
| | | Check No. | 53693 | Total: | 576.72 |
| | | Total for | PORTOLA VALI | LEY HARDWARE | 576.72 |
| ROBERTS MARKET | Finance Charge Inv 49831651 | | 20811 | 04/24/2019 04/24/2019 | |
| 3015 WOODSIDE ROAD WOODSIDE | 1236 BOA | | 53694 | 04/24/2019 04/24/2019 | 0.00 0.00 |
| CA 94062 GL Number | Description | | Invoice Amount | Amount Relieved | 1.10 |
| 05-64-4336 | Miscellaneous | | 1.10 | 0.00 | |
| | | Check No. | 53694 | Total: | 1.10 |

04/24/19

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Date: 04/17/2019

| TOWN OF PORTOLA VALLEY | | | | | Time: 5:58 pm Page: 9 |
|---|---|---------------------------------|---|--|--|
| Vendor Name | Invoice Description1 | | Ref No. | Discount Date | Page: 9 |
| 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 | ROBERTS MAR | KET — — — — | 1.10 |
| SAN MATEO LAWNMOWER | Chain Loop | | 20832 | 04/24/2019 04/24/2019 | |
| 760 S. AMPHLETT BLVD | 0412 | | 50/05 | 04/24/2019 | 0.00 |
| SAN MATEO | BOA | | 53695 | 04/24/2019 | 0.00 |
| CA 94402 | 190088 | | Invoice Amount | Amount Dalloyad | 89.84 |
| GL Number 05-60-4267 | Description Tools & Equipment | | Invoice Amount 89.84 | Amount Relieved 0.00 | |
| 00 00 4207 | 10013 & Equipment | Check No. | 53695 | Total: | 89.84 |
| | | Total for | SAN MATEO LA | | 89.84 |
| | | | | | |
| SAN MATEO SHERIFF | FY18-19 3rd Qtr. Law Enforcem. | | 20831 | 04/24/2019 | |
| OFFICE OF EMERGENCY SERVICES 400 COUNTY CENTER | 0119 | | | 04/24/2019 04/24/2019 | 0.00 |
| REDWOOD CITY | BOA | | 53696 | 04/24/2019 | 0.00 |
| CA 94063-0978 | PS-INV103038 | | 55575 | 0 112 1120 17 | 264,569.50 |
| GL Number | Description | | Invoice Amount | Amount Relieved | |
| | 0 11 1 0 1 10 00 | | 0/15/050 | 0.00 | |
| 05-62-4282 | San Mateo County Sheriff's Ofc | | 264,569.50 | 0.00 | |
| 05-62-4282 | San Mateo County Sheriff's Ofc | Check No. | 264,569.50 53696 | Total: | 264,569.50 |
| 05-62-4282 | San Mateo County Sheriff's Ofc | Check No. Total for | · | Total: | 264,569.50 264,569.50 |
| | | | 53696 SAN MATEO SH | Total: | _ |
| 05-62-4282 SHARP BUSINESS SYSTEMS | San Mateo County Sheriff's Ofc February Copies | | 53696 | Total: | _ |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 | February Copies | | 53696 SAN MATEO SH 20833 | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 | _ |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA | February Copies 0199 BOA | | 53696 SAN MATEO SH | Total: HERIFF — — — — — — — — — — — — — — — — — — | 0.00 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 | February Copies 0199 BOA 9001777179 | | 53696 SAN MATEO SH 20833 | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 | 264,569.50 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number | February Copies 0199 BOA 9001777179 Description | | 53696 SAN MATEO SH 20833 53697 Invoice Amount | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved | 0.00 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 | February Copies 0199 BOA 9001777179 | Total for | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 | Total: O4/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 | 0.00 0.00 235.58 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number | February Copies 0199 BOA 9001777179 Description | Total for Check No. | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 53697 | Total: #ERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: | 0.00 0.00 235.58 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number | February Copies 0199 BOA 9001777179 Description | Total for | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 | Total: #ERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: | 0.00 0.00 235.58 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number | February Copies 0199 BOA 9001777179 Description | Total for Check No. | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 53697 | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: SSS SYSTEMS 04/24/2019 | 0.00 0.00 235.58 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number 05-64-4308 | February Copies 0199 BOA 9001777179 Description Office Supplies May Dental / Vision | Total for Check No. | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 53697 SHARP BUSINE | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: SSS SYSTEMS 04/24/2019 04/24/2019 | 264,569.50 0.00 0.00 235.58 235.58 235.58 |
| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number 05-64-4308 SMALL BUSINESS BENEFIT PLAN TR | February Copies 0199 BOA 9001777179 Description Office Supplies May Dental / Vision 0132 | Total for Check No. | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 53697 SHARP BUSINE 20834 | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: SS SYSTEMS 04/24/2019 04/24/2019 04/24/2019 04/24/2019 | 264,569.50 0.00 0.00 235.58 235.58 0.00 |
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| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number 05-64-4308 SMALL BUSINESS BENEFIT PLAN TR BELMONT CA 94002-0156 | February Copies 0199 BOA 9001777179 Description Office Supplies May Dental / Vision 0132 BOA | Total for Check No. | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 53697 SHARP BUSINE 20834 53698 | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: ESS SYSTEMS 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 | 264,569.50 0.00 0.00 235.58 235.58 0.00 |
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| SHARP BUSINESS SYSTEMS DEPT. LA 21510 PASADENA CA 91185-1510 GL Number 05-64-4308 SMALL BUSINESS BENEFIT PLAN TR BELMONT CA 94002-0156 | February Copies 0199 BOA 9001777179 Description Office Supplies May Dental / Vision 0132 BOA | Total for Check No. Total for | 53696 SAN MATEO SH 20833 53697 Invoice Amount 235.58 53697 SHARP BUSINE 20834 53698 Invoice Amount 2,058.30 | Total: HERIFF 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 Total: SSS SYSTEMS 04/24/2019 04/24/2019 04/24/2019 04/24/2019 04/24/2019 Amount Relieved 0.00 | 264,569.50 0.00 0.00 235.58 235.58 235.58 0.00 0.00 2,058.30 |
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04/24/19

Page 19

Date:

04/17/2019

Time: 5:58 pm TOWN OF PORTOLA VALLEY Page: 10 Invoice Description1 Ref No. Discount Date Vendor Name Invoice Description2 PO No. Pay Date Vendor Name Line 2 Vendor Number Due Date Taxes Withheld Vendor Address Check Date Bank Check No. Discount Amount State/Province Zip/Postal Invoice Number **Check Amount** MARK SONTAG Refund Deposit, 280 Golden Oak 20813 04/24/2019 04/24/2019 280 GOLDEN OAK DRIVE 0887 04/24/2019 0.00 PORTOLA VALLEY BOA 53699 04/24/2019 0.00 CA 94028 1,000.00 **GL Number** Description Invoice Amount Amount Relieved 96-54-4205 C&D Deposit 1,000.00 0.00 Check No. 53699 Total: 1.000.00 Total for MARK SONTAG 1.000.00 STAPLES CREDIT PLAN March Statement 20838 04/24/2019 04/24/2019 DEPT. 31 - 0000306219 430 04/24/2019 0.00 **PHOENIX** BOA 53700 04/24/2019 0.00 AZ 85062-8004 978.36 **GL Number** Description Invoice Amount Amount Relieved 05-64-4308 Office Supplies 978.36 0.00 Check No. 53700 Total: 978.36 Total for STAPLES CREDIT PLAN 978.36 STATE COMP INSURANCE FUND February/March/April Premiums 20812 04/24/2019 04/24/2019 PO BOX 7441 0122 04/24/2019 0.00 SAN FRANCISCO BOA 53701 04/24/2019 0.00 CA 94120-7441 9,018.99 **GL Number** Description Invoice Amount Amount Relieved 05-50-4094 Worker's Compensation 9.018.99 Check No. 53701 Total: 9,018.99 STATE COMP INSURANCE FUND 9.018.99 Total for Refund Class Fees, Spring 2019 JENNIFER SWEENEY 20846 04/24/2019 Overpayment of MU-7 04/24/2019 0894 53 BARRY LANE 04/24/2019 0.00 BOA **ATHERTON** 53702 04/24/2019 0.00 CA 94027 60.00 **GL Number** Description Invoice Amount Amount Relieved 05-58-4246 Instructors & Class Refunds 60.00 0.00 Check No. 53702 Total: 60.00 Total for JENNIFER SWEENEY 60.00 Building/Planning Dept. Labels THE SOURCING GROUP, LLC 20835 04/24/2019 04/24/2019 77 WATER STREET 0893 04/24/2019 0.00 **NEW YORK** BOA 53703 04/24/2019 0.00 NY 10005 251848 390.98 GL Number Description Invoice Amount Amount Relieved

04/24/19

Page 20 Date:

04/17/2019

Time: 5:58 pm TOWN OF PORTOLA VALLEY Page: 11 Vendor Name Invoice Description1 Ref No. Discount Date Vendor Name Line 2 Invoice Description2 PO No. Pay Date Vendor Number Due Date Taxes Withheld Vendor Address Check Date Discount Amount Bank Check No. City State/Province Zip/Postal Invoice Number Check Amount 05-64-4308 Office Supplies 390.98 0.00 Check No. 53703 Total: 390.98 Total for THE SOURCING GROUP, LLC 390.98 Replenish Bulk Mail Account **US POSTMASTER** 20851 04/24/2019 Business Mail Entry Unit 00006607 04/24/2019 3875 BOHANNON DRIVE 0287 0.00 04/24/2019 MENLO PARK BOA 53704 04/24/2019 0.00 CA 94025 4,000.00 Amount Relieved **GL Number** Description Invoice Amount 05-64-4316 Postage 4,000.00 4,000.00 Check No. 53704 4,000.00 Total: US POSTMASTER Total for 4,000.00 **VERIZON WIRELESS** March Cellular 20814 04/24/2019 04/24/2019 P.O. BOX 660108 0131 04/24/2019 0.00 DALLAS BOA 53705 04/24/2019 0.00 TX 75266-0108 9826918837 357.02 **GL** Number Description Invoice Amount Amount Relieved 05-64-4318 Telephones 357.02 0.00 Check No. 53705 Total: 357.02 Total for **VERIZON WIRELESS** 357.02 ANN WENGERT Reimb, Progress Seminar/ 20836 04/24/2019 Legislative Tour Registration 04/24/2019 150 GROVE DRIVE 633 04/24/2019 0.00 PORTOLA VALLEY BOA 53706 04/24/2019 0.00 CA 94028 380.16 **GL Number** Description Invoice Amount Amount Relieved 05-64-4327 Educ/Train: Council & Commissn 380.16 0.00 Check No. 53706 Total: 380.16 Total for ANN WENGERT 380.16 Grand Total: 377,224.46 Less Credit Memos: 0.00 Total Invoices: 48 Net Total: 377,224.46 Less Hand Check Total: 1,536.50 Outstanding Invoice Total: 375,687.96

TOWN OF PORTOLA VALLEY

Warrant Disbursement Journal April 24, 2019

Claims totaling \$377,224.46 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 Signed and sealed this (Date) | |
| Sharon Hanlon, Town Clerk | Mayor |



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Howard Young, Public Works Director

DATE: April 24, 2019

RE: 2018/2019 Street Resurfacing Project- Surface Seals

Project #2019-PW01

RECOMMENDATION

- 1. Adopt the attached resolution approving plans and specifications for the 2018/2019 Street Resurfacing project and calling for sealed bids for this project.
- 2. Authorize the Town Manager to award the project to the lowest responsible bidder with a total contract and change order amount not to exceed \$535,000. This would include authorization to add to (or subtract from) the project, additional work as recommended by the Public Works Director if the allocated amount allows, in an effort to maximize paved areas and utilize the entire allocated amount.

BACKGROUND AND DISCUSSION

Regular and strategic maintenance of the Town's roads is a cost-effective way to provide greater safety and usability for road users and extend the life of the roadway system. Each year the Town completes a road maintenance project that incorporates treatments as appropriate. The preparation of construction documents for this year's street resurfacing program is completed. This project will include extensive repair to the roadway base and apply a preventative maintenance surface seal on sections of residential roads as listed on Attachment 1.

The street sections selected for treatment this year were based on the Town's Pavement Management System and field surveys. A copy of the Plans and Specifications are available for review at Town Hall in the office of the Town Clerk.

The following is our anticipated project schedule for this project weather dependent:

Town publicly advertises for the project:

Bid Opening:

Town Manager awards contract:

Construction begins:

Week of April 29, 2019

Week of May 20, 2019

Week of May 27, 2019

Week of June 17, 2019

Week of August 5, 2019

FISCAL IMPACT

The estimated cost of this street resurfacing project is \$501,010 including a 10% construction contingency. As part of developing estimated costs, recent bid results from the region were also considered. Good market conditions last year for contractors and the amount of available projects to bid on resulted in fewer bidders. It appears that those market conditions may continue into this year, signaling potential rising costs and material demands.

The adopted 2018/2019 budget for the Annual Street Resurfacing project is \$530,000 including construction and soft costs such as design, testing, and inspection. An additional \$75,590 in estimated SB1 funding contributes to this project for a total of \$605,590.

For SB1 related funds, a proposed project street list was adopted by resolution by the Town Council on April 25, 2018 and submitted to the State. Those streets are incorporated into this project. The SB1 amount represents an estimated amount collected by the State.

ATTACHMENTS

- 1. Street sections
- 2. Resolution

APPROVED – Jeremy Dennis, Town Manager

for

2018/2019 Street Resurfacing Project Street sections

| | Road | Section (Approx.) | Engine | ers estimate |
|----|----------------------|------------------------------|---------|---------------|
| | | | with 10 | % contingency |
| | | | \$ | 501,010.00 |
| 1 | Acorn | Entire length | | |
| 2 | Alamos Road | Entire length | | |
| 3 | Alhambra Court | Entire length | | |
| 4 | Arastradero Road | Alpine to County limit | | |
| 5 | Creek Park Drive | Entire length | | |
| 6 | Golden Hills Drive | Fawn Ln to Westridge Dr | | |
| 7 | Golden Oak Drive | Beargulch Dr to Alhambra Ct | | |
| 8 | Goya Road | Entire length | | |
| 9 | Grove Court | Entire length | | |
| 10 | Groveland Street | Entire length | | |
| 11 | Los Trancos Road | Alpine Rd to Palo Alto limit | | |
| 12 | Mapache Drive | Zapata Wy to Ramoso Rd | | |
| 13 | Meadowood Drive | Cervantes to Navajo Pl | | |
| 14 | Naranja Way | Entire length | | |
| 15 | Pine Ridge Way | Entire length | | |
| 16 | Portola Green Circle | Entire length | | |
| 17 | Willowbrook Drive | Entire length | | |

| RESOLUTION NO. | 2019 |
|----------------|------|
|----------------|------|

A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PORTOLA VALLEY
APPROVING PLANS AND SPECIFICATIONS AND
CALLING FOR BIDS FOR THE
2018/2019 STREET RESURFACING PROJECT – SURFACE SEALS
No. 2019-PW01

The Town Council of the Town of Portola Valley does RESOLVE as follows:

<u>Section 1.</u> The Town Council hereby approves and adopts plans and specifications for the work in the Town of Portola Valley known as the 2018/2019 Street Resurfacing Project – Surface Seals No. 2019-PW01.

<u>Section 2.</u> Due to public interest and convenience, the Town Council hereby orders that the work and improvements, as set forth and described in said plans and specifications, be performed. The Town Council further orders that all of the work and improvements will be done under the direction of and to the satisfaction of the Public Works Director; and all of the work shall be done in accordance with the plans and specifications.

<u>Section 3.</u> Not less than the prevailing rate of per diem wages and holiday and overtime work shall be paid for any work proposed to be performed in the performance of the public work under the plans and specifications.

Section 4. The Town Clerk of the Town is hereby directed to post by two (2) successive postings in the three (3) public places that have been designated by ordinance as the places for posting public notices, there being no newspaper published in the Town, and not less than five (5) days apart, a notice inviting sealed proposals or bids for the construction of the work and improvements and referring to the plans and specifications on file in the Office of the Town Clerk, the first of which postings shall be at least ten (10) days prior to the time fixed for opening bids.

Section 5. All proposals or bids shall be accompanied by a certified check payable to the order of the Town, or cash, amounting to ten percent (10%) of the bid, or by a bond in said amount and payable to the Town, signed by a corporate surety or by the bidder and two sureties who shall justify before any officer competent to administer an oath, in double said amount and over and above all statutory exemptions. The check shall be forfeited, or the bond shall become payable to the Town, if the bidder does not, after the contract has been awarded, and within the time specified in the plans and specifications, enter into a contract with the Town, in the form set forth in the specifications. The faithful performance of the contract shall be assured by an undertaking in the amount of one hundred percent (100%) of the amount so bid, with sureties satisfactory to the Town, and which shall be accompanied by a payment bond (labor and materials) in a sum not less than one hundred percent (100%) of the amount of the bid.

Section 6. The sealed proposals or bids shall be delivered to the Public Works Director of the Town as stated on the Notice Inviting Bids, or other later date as directed by the Public Works Director, at the Office of the Town Clerk in the Town Hall, 765 Portola Road, in the Town, said time being not less than ten (10) days from the time of the first publication of said notice. Bids will be publicly opened, examined, and the Town Manager will take action awarding the contract or rejecting all bids not later than forty five (45) days after the expiration of the time prescribed for the receipt of bids; provided the award may be made after the expiration of the specified times, if the bidder shall not have given to the Town notice in writing of the withdrawal of such bid on proposal. The Public Works Director is authorized to add or subtract work to comply with budget requirements.

<u>Section 7.</u> The Town Council of the Town hereby reserves the right to reject any and all bids.

PASSED AND ADOPTED this 24th day of April 2019.

| | Mayor | |
|------------|-------|--|
| ATTEST: | | |
| Town Clerk | | |



TOWN OF PORTOLA VALLEY STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Howard Young, Public Works Director

DATE: April 24, 2019

RE: Senate Bill 1 (SB1) Road Maintenance and Rehabilitation Account

Funding and Submittal of a Proposed Project list

RECOMMENDATION

Staff recommends that the Town Council adopt the attached resolution approving a project list to comply with SB-1 funding requirements.

BACKGROUND

On April 28, 2017, the Governor signed Senate Bill 1 (SB 1), Road Repair and Accountability Act of 2017, to address transportation funding shortfalls statewide. SB 1 established a Road Maintenance and Rehabilitation Account (RMRA) in the State Transportation Fund. Beginning in January 2018, the State Controller deposited funds generated from increased fuel taxes and vehicle registration fees into the RMRA. A portion of the RMRA funds are distributed on a monthly basis to the Town for basic road maintenance, rehabilitation and critical safety projects on local streets and road systems.

In Fiscal Year 2018-2019, the estimated amount the Town was to receive from the RMRA was \$75,590. To date, the Town has received distribution payments totaling \$50,148 and anticipates receiving the remainder as estimated. A project list for 2018-2019 was approved by the Town Council on April 25, 2018. In Fiscal Year 2019-2020, the Town is estimated to receive \$78,902 from the RMRA. Estimates were provided by *CaliforniaCityFinance.com*.

DISCUSSION

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. In order to be eligible for RMRA funding in this year, the Town must annually adopt a resolution approving the list of projects to receive RMRA funding in Fiscal Year 2019-2020. Staff recommends that the funding

be applied towards the Town's Annual Street Resurfacing Project, which will be included in the Proposed Budget for Fiscal Year 2019-2020.

The project list includes, project description, locations, completion schedule, anticipated useful life and other information required by the Commission. The project locations are considered flexible, which allows for changes, substitutions, additions, or removal of roadways. This is helpful as staff is in the process of developing the scope of the 2019-2020 street resurfacing projects. The current project list (Attachment 1) is derived from the Towns Pavement Management System, based on a program that was developed by the Metropolitan Transportation Commission. This list was compiled in order to receive SB 1 funding, and does not represent the complete list of street projects for the upcoming fiscal year.

FISCAL IMPACT

Funding from multiple sources, including SB1/RMRA funds of \$78,902, for the Annual Street Resurfacing project will be included in the Proposed Budget for Fiscal Year 2019-2020 under Capital Improvements. The funds will be provided to cities on a monthly basis.

ATTACHMENT

- 1. Project list
- 2. Resolution

Approved by: Jeremy Dennis, Town Manager

PROPOSED SB-1 TRANSPORTATION FUNDING PROJECT LIST

Project Name: Street Resurfacing Project in the Town of Portola Valley

1. Project Description: As part of the Towns annual street resurfacing program, this proposed project consists of street resurfacing and rehabilitation work consisting of base repairs, crack sealing, and asphalt overlay or slurry/surface seals. The primary factor for choosing the roadway segments included is the Pavement Condition Index (PCI) of each roadway. PCI is a measurement of a street's condition derived through field inspections that utilize scoring criteria developed by the Metropolitan Transportation Commission's (MTC) pavement management program.

2. Location of the Project:

a. Alpine Road: Hillbrook Drive to Portola Road

b. Portola Road: Alpine Road to Portola Green Circle

c. Golden Oak Drive: Alpine Road to Beargulch Drive

d. Grove Drive: Portola Road to Tinturn Lane

e. Saddleback: Entire length

3. Schedule of Completion: The project is expected to complete by June 2021.

4. Estimated Useful Life:

Resurfacing and rehabilitation work will extend life expectancy of these streets as shown below:

Slurry 4 – 6 years
Asphalt Overlay 10-15 years

RESOLUTION NO. -2019

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY ADOPTING A PROJECT LIST FOR FISCAL YEAR 2019-20 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our Town are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the Town must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the Town, will receive an estimated \$78,902 in RMRA funding in Fiscal Year 2019-20 from SB 1; and

WHEREAS, this is the third year in which the Town is receiving SB 1 funding and will enable the Town to continue essential road maintenance and rehabilitation projects; and

WHEREAS, the Town used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the Town maintain and rehabilitate the listed roads, and many similar projects into the future.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the Town Council of the Town, State of California, as follows:

1. The foregoing recitals are true and correct.

| 2. | | jects planned to be funded with Road account revenues include: See Attachment 1 |
|-------|-----------------------------|--|
| | PASSED AND ADOPTED by the | Town Council of the Town of Portola Valley, |
| State | of California this day of _ | • |
| | | |
| | | |
| | | |
| | | Mayor |
| | | |
| | | |
| ATTE | ST: | |
| | | |
| | | - |
| Town | Clerk | |

First Committee established after Town was founded.

Mandate: to conserve the rural quality of Portola Valley and to maintain the Town as an attractive, tranquil, family-oriented residential community for all generations, compatible with the many physical constraints and natural features of the area. The committee does this by promoting programs to enhance the environment through protection of native habitat and by helping to ensure that all land development respects and preserves the natural condition of the area.

ANNUAL REPORT

Accomplished in 2018 -9

- 1. Site visits: visit and write reports for ASCC/Planning: 10-12/year
- 2. Tree Removal Permits: 8-10/year
- 3. **Annual Broom Pull** -at least 20 years. Slowly winning the war in some areas Corte Madera School, Grove Drive, Ford Field
- 4. Year 6 of Backyard Habitat Program
 - Total 18 awards, 8 educational consultations, 2 applications this last FY - more in pipeline. Formally acknowledged at TC December meeting each year.

5. Education

- a. Table at Earth Day, Town Picnic, Farmer's Mkt,
 - Living examples of labeled Natives and Weeds always a high point.
 - ii. Literature
- b. Tip of the Month
- c. Kudos of the Month
- d. What's Blooming Now
- e. Co-Sponsor Sod Blitz 5/18/19
- f. **Rodenticide project.** Idea Germinated in CC; Researched, worked closely with staff, reported to Council. Use ended

6. Collaboration with Public Works

- a. Created a graphic time line for our most obnoxious local invasive weeds.
- b. 2018-9 Intensive effort to begin rejuvenation of SpringDown and Town Center.

7. Collaboration with other committees/commissions

- a. **Ongoing** Trails, ASCC, Sustainability and Ecological Resources Committee, Open Space
- b. **Occasional** consultation with Parks and Recreation, Emergency Preparedness.

8. Major project: Comprehensive Plan for Town Owned Spaces.

- a. Overview presented to Council in March 2018.
- b. Created 3 categories of parcels
 - i. **Most important –** CC assumed increased responsibility for the oversight of these parcels central to PV life. Individual

plan for each to be brought to Council with details of suggestions and budget requests.

- SpringDown, Town Center, Frog Pond, Ford Field and Rossotti Field presented in detail last year – Council funded our requests for SpringDown and Town Center. Updates on all these tonight.
- 2. Remaining Most Important reports presented tonight.
 - a. Triangle Park
- ii. **Intermediate** needing some attention but not much. Analysis and reports this year.
- iii. Trivial parcels to be ignored or divested.

Proposed for 2019-20

- 1. Oversight of Important Town Owned Properties.
- 2. Site visits
- 3. Tree Removal permits
- 4. Annual Broom Pull -
- 5. Backyard Habitat program
- 6. Monarch Butterfly project
- 7. Education
 - a. Evening lecture pumas
 - b. Rodenticide Turn In event
- 8. Low Water Use/Native Plant PV Garden Tour Spring 2020 with Sustainability Committee
- 9. Expanded/Updated CC web page on Town web site

CC requests Guidance.

Should we alter our criteria for Heritage Tree removal to consider solar and fire?

CC requests specific and substantial financial support in the Public Works budget earmarked to continue the maintenance and restoration of important Town owned properties.

CONSERVATION COMMITTEE PROPOSAL FOR FY 2019-20

1. Parcels funded in 2018-9, with updates for 2019-20

- i. Springdown Preserve Chiariello, Plunder, Murphy subcommittee
 - 1. Report revision forthcoming
- ii. Town Center Chiariello, Magill, Murphy subcommittee
 - 1. Report revision attached p 2
- 2. Parcels with requests submitted last year that were not sent to Council by staff for budgeting.
 - iii. Frog Pond Eckstrom, Heiple, Murphy subcommittee
 - 1. Report revision attached p8
 - iv. Ford Field <u>deStaebler</u>, Magill, Walz subcommittee
 - 1. report revision attaqched p 14
 - v. Rossotti's Field and ROW <u>deStaebler</u>, Magill, Walz subcommittee
 - 1. Report revision attached p 16
- 3. Parcels with no previously submitted reports
 - vi. Triangle Park Eckstrom, Heiple, Murphy subcommittee
 - 1. Report attached p18
 - vii. Intermediate Properties analysis and recommendations.
 - #32 Dengler. Heiple, Magill subcommittee
 - Report attached p19
 - #33 Shady Trail park. Chiariello, Plunder
 - o report attached p 20

Town Center Date 9/20/17 revised 4/9/18 Subcommittee: Chiariello, Magill and Murphy

Goals and oversight responsibilities are different from other Town owned open spaces because Town Center is more developed, more heavily used and is the public living room for the town.

GOALS:

- 1. Maintain the landscaping of Town Center for the enjoyment of residents and others who visit for business, pleasure or recreation.
- 2. Preserve and enhance the views of the western hills.
- 3. Maintain the creek beds both for esthetic value and for the enjoyment of the many kids who play there throughout the year.
- 4. Present the landscaping as a model of attractive low water use native plants for residents
- 5. Respect the playing fields and their multiple users.

Outstanding attributes:

- 1. The creek and its plantings.
- 2. Excellent original planting plan around buildings emphasizing low water natives.
- 3. The view across the orchard to the western hills.
- 4. Oak grove between tennis courts and ball field and Portola Road.
- 5. Integration of playing fields into park like setting.
- 6. Kabcenell Meadow

Native plants seen: See brochure Any rare plants seen? No

Anything that needs protecting?

1. Heavy use requires thoughtful placement of plants.

Heritage trees noted: Many through site

<u>Invasives:</u> Under good control by Go Native in central site. Poor along edges.

Any current issues with this site or risks to the site:

- 1. The landscaping is aging and looks thin and tired in many areas. Planting beds should be rejuvenated by supplemental planting in the fall.
 - a. Plant choice should be guided by what has thrived here or nearby.
 - b. Priority areas for rejuvenation are #7, #11, #17 and flagpole area of #10 (numbers refer to brochure)
 - c. The following would be appropriate additions to the plant list:
 - i. Monardella villosum coyote mint
 - ii. Zauschneria/Epilobium
 - iii. Wyethia glabra Mules ears
 - iv. Salvia spathacea Hummingbird sage
 - v. Cygnoglossum grande Pacific Hound's tongue
- 2. Informal Paths of Use have destroyed some vegetation. These footpaths should be respected and cleared.
 - a. No planting should be done in these paths.
 - b. Where the whole area is repeatedly trampled (triangle between playground and creek bed#21), no planting should be attempted, weeds should be cleared.
- 3. The Oak Grove needs maintenance and renewal. This area is primarily an open woodland with oak trees ranging from saplings to massive old specimens. Several old and very large oaks have dropped limbs in the last few years; two were subsequently cut down. Many of the trees are top heavy and at risk of further limb failure.
 - a. Largest heritage oak needs special attention and protection. Arborist recommends:
 - i. Prune for weight reduction.
 - ii. Prevent further compaction under the canopy.
 - iii. Prevent the foot traffic. It is very difficult to change informal usage patterns, but in this case is worth considerable effort.
 - iv. A short rustic fence along the edge of the parking lot.
 - v. Move the bench to elsewhere on Town Center, perhaps to the west end of this path of use where it will both act as a barrier to continued foot traffic and provide a resting spot to enjoy the view of the western hills..
 - vi. Remove the constricting metal banding at the foot of the tree.
 - b. Conservation Committee has been planting acorns (mix of Valley oak, Coast Live Oak and Black Oak collected from trees on site) to replace the large lost trees and knowing the grand old one remaining will likely ago in the next decades. The results have been disappointing. We will persist.

ACTION PLAN FOR TOWN CENTER

Conservation Committee will visit the site quarterly to monitor. We anticipate working closely with Public Works and GoNative. We will make recommendations to Public Works about the optimum timing of implementing the items in the maintenance plan and any necessary specific additional tasks.

Routine Maintenance:

- 1. Timely strategic weeding and mulching of non turf areas
- 2. Persistent attentive removal of small sprouting oaks; pull them up do not cut them off.
- 3. Water minimally as needed.
- 4. Prune only in naturalistic style no formal rounded or square shapes.
- 5. Creek maintenance per Alex vonFeldt and Grassroots Ecology.

Requested for FY 2018-9:

- 1. Restore beds #7, #11, #17 and flagpole area of #10. Rejuvenate the soil and plant seedlings of existing and similar natives in the fall, keeping the informal paths clear. Conservation committee will advise on soil improvement and plant selection.
 - a. Planting was not done; Deferred to fall 2019.
 - b. Paths will be cleared.
- 2. Remove all vegetation in the heavily trafficked triangle between playground and creek bed and mulch with chips for weed suppression.
 - a. Mulch was determined to be inappropriate here.
 - b. Area will be mowed and minimal watering done. (Irrrigation already in place. Water sparingly)
- 3. Replant to replace the large Ribes malvaceum Chaparral currant where previous one died on right side of approach to the bridge over Sausal Creek. Cut back large willow that shades.
 - a. Not done. Deferred to fall 2019.
- 4. Oak Grove maintenance:
 - a. A large limb recently broke off the large central oak in the Oak Grove. It needs to have its limbs lightened judiciously to not degrade the beauty of this majestic tree. Arborist evaluation of this and other oaks in Oak Grove.
 - i. Arborist evaluation completed.
 - ii. Tree work will be finished.
 - b. At location "G" we recommend that the small marked oaks below the crown of the larger trees be removed to give preference to the co-mingled toyons. Finally, the cotoneaster and poison oak must be removed. 3 of the row of 4 "scrub" live oaks running off to the south from the larger oaks should be removed.
 - c. Partially done, will be completed.
- 5. Remove small volunteer oaks growing in inappropriate locations between schoolhouse and oak grove.
 - a. Will be completed.
- 6. Coppice the coyote brush in area H and nearby.
 - a. Will be completed.
- Several clumps of manzanitas need rescuing. Dead Manzanita to be removed, honeysuckle and blackberry removed allowing the Manzanita and Mahonia (Oregon grape) to flourish.
 - a. Partially done, will be completed.
- 8. *There are currently 4 young coast live oaks growing in the corner between the tennis courts and the ball field (location "F"). It is prudent to remove the tree growing closest to the tennis courts as it will become a litter problem as it grows to extend over the courts. Of the 3 remaining, another should be removed to allow the remaining trees to have room to grow. The leaning one is quasihistoric; it is the location of the old post box of old Town Center. CC will mark.
 - a. One marked tree to be removed.

- b. Limbing up to be completed.
- 9. *Add low-growing screening plants in zigzag clusters along side of tennis courts facing Portola Road (marked "D" on the map, see Photo 1) to screen the courts from the road. Clusters should be placed strategically to hide the poles. These plants must remain low (10' 15') so that they screen the athletic areas without blocking the view of the hills from the street and the higher portions of the grove. Toyons are the screening plant of choice for the tennis courts, and a combination of prunus illicifolia, coffeeberry, and sugar bush (rhus ovata) are recommended to add variety to the screening of the courts and the ball field. The single toyon currently growing in front of the tennis courts should be trimmed so that it gets bushy rather than tall and spindly. ASCC approval needed. To be Obtained April 2019. Deferred to fall 2019
- 10. *Remove the smaller oak east of the bleachers from the Orchard side of the playing fields and limb up the remaining oaks to increase sunshine to this edge of the turf for more robust turfgrass growth.
 - a. Will be completed.
- 11. *Cease the use of rodenticides around the buildings and, as possible, on the fields.
 - a. Done

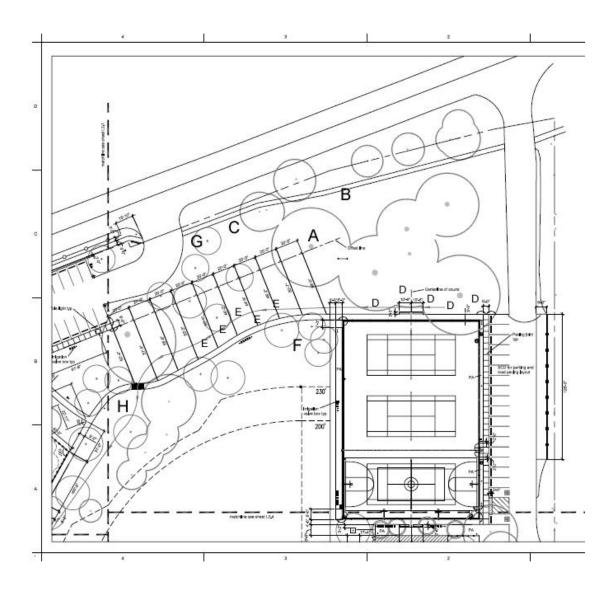




photo 1: tennis court needs screening

FUNDING REQUESTED FOR FY 2019-20

- 1. Deferred from last year. Restore beds #7, #11, #17 and flagpole area of #10. Rejuvenate the soil and plant seedlings of existing and similar natives in the fall, keeping the informal paths clear. Conservation committee will advise on soil improvement and plant selection.
 - a. Cost previously estimated.
- 2. Restore bed #14. Rejuvenate the soil and plant seedlings of existing and similar natives in the fall. Conservation committee will advise on soil improvement and plant selection.
 - a. Staff to estimate cost.
- 3. Deferred from last year. Replant to replace the large Ribes malvaceum Chaparral currant where previous one died on right side of approach to the bridge over Sausal Creek. Trim back large willow that shades this area.
 - a. Minimal cost
- 4. Oak Grove maintenance:
 - a. Largest heritage oak needs special attention and protection.
 - i. Prune for weight reduction.
 - ii. Prevent further compaction under the canopy.
 - iii. Prevent the foot traffic. It is very difficult to change informal usage patterns, but in this case is worth considerable effort.
 - iv. A short rustic fence along the edge of the parking lot.
 - v. Move the bench to elsewhere on Town Center, perhaps to the west end of this path of use where it will both act as a barrier to continued foot traffic and provide a resting spot to enjoy the view of the western hills..
 - vi. Remove the constricting metal banding at the foot of the tree.
 - b. Staff to estimate cost
- 5. Willow in center of Kabcenell meadow should be removed.
 - a. minimal cost
- 6. Deferred from last year. Add low-growing screening plants in zigzag clusters along side of tennis courts facing Portola Road (marked "D" on the map, see Photo 1) to screen the courts from the road. Clusters should be placed strategically to hide the poles. These plants must remain low (10' 15') so that they screen the athletic areas without blocking the view of the hills from the street and the higher portions of the grove. Toyons are the screening plant of choice for the tennis courts, and a combination of prunus illicifolia, coffeeberry, and sugar bush (rhus ovata) are

recommended to add variety to the screening of the courts and the ball field. The single toyon currently growing in front of the tennis courts should be trimmed so that it gets bushy rather than tall and spindly.

- a. Planting to be done in the fall.
- b. Staff to estimate cost

Most estimation of cost already done last year.

Frog Pond Open Space Conservation Committee Report 2019

The Frog Pond is a Portola Valley town open space property surrounded by Indian Crossing and Alpine Road, Corte Madera elementary school, and homes in Portola Valley Ranch. The pond fills with water in the winter months, becoming a home to waterfowl and the namesake frogs, and dries out in summer and fall. A trail connects the two streets along the southern boundary of the open space, but the majority of the area is most likely only viewed from the other edges.

This area constitutes a fairly large and quite homogeneous open space, bordered by an almost solid row of oaks along the southern edge, coyote bush (some with wood rat nests) along the western edge, and mixed trees along the northern edge providing a boundary with Corte Madera school. As indicated by its name, the pond is a breeding area for frogs, and their croaking is a notable feature of the neighborhood.

There are medium sized live oaks along the northern edge of the property and some young live oaks and valley oaks along the east edge of the property (along Indian Crossing), but none of a size that would constitute heritage rating. In the wettest parts of the pond area, there are several species of Sedges and Rushes thought to be native but not yet known as to species, as well as Water Plantain (*Alisma triviale*) and cattails (*Typha latifolia*). In the uplands, there are grasses: *Danthonia californica, Elymus glaucus, Stipa pulchra, Stipa lipida*. Trees include *Quercus lobata, Quercus agrifolia, Prunus ilicifolia*. Shrubs include *Baccharis pilularis* and *Frangula californica*. There are no known rare or endangered plants in the area. Many species of birds are here in abundance, including the protected White-tailed Kite.

Guiding Principles for care of this property were drafted in 2018 by Conservation Committee with input from Open Space, Trails, and Portola Valley Ranch Landscape Committee. This is attached at the end of this document.

Short Term Maintenance Goals

- 1) Improve the health of the vernal pond
 - a) Control Invasives
 - i) Continue program of annual mowing of areas with Harding grass (*Phalaris aquatica*) and thistles. Budget to schedule two mowings per year, with an early summer mowing of the higher, drier elevations and a later mowing of the lower, wetter areas. If two mowings annually are not possible, mow the two areas in alternate years, beginning with the wetter area in 2019.
 - ii) When "highland" mowing takes place, we recommend that it be extended in toward the center of the pond by an additional 12 feet along the south side of the pond.
 - iii) "Lowland" mowing can be postponed as necessary until the ground is dry enough to support the equipment.
 - iv) Suppress thistles by hand cutting and removing in areas not mowed.

- v) Suppress cat-tails by cutting and removing before they go to seed.
- b) Remove debris from the outflow tract below the "dam"
- c) Consider raising the height of the "dam" to its original height to keep more water in the pond for longer.
- d) Algae growth in northern part is probably the result of fertilizer runoff from the school. This should be minimized.

2) Reduce Fire Hazards

- a) A stand of about 6 Monterey pines near the southwest edge of the area has been approved for removal, but no action has been taken. Meanwhile, one of these large trees has fallen, leaving a large trunk lying on the ground with dead limbs, twigs, and leaves hanging in the air. This smaller debris constitutes a severe fire hazard, and a "slash and trash" operation should be carried out (chainsaw all limbs into pieces that end up lying on the ground). This neutralization of flammable material is urgent.
- b) On the northern side, Corte Madera School has a number of dead or dying redwoods that should be removed, as they are at risk for dropping limbs and are also a fire hazard. There is also a row of Monterey pines straddling the boundary between the school and the Frog Pond. These pines are in poor health and are of great concern to the PV Ranch Fire Safety Committee because of their flammability in an area of possible ignition sources. We encourage the Town to work with the school district and the Ranch to either limb up or remove these trees. Although they are in better health than their immediate neighbors on the school property line, we would encourage removal of the 3 large Monterrey pines between the property line and the pond (one of these pines has several dead limbs near the ground that should be removed immediately). There are some oaks in this area that will flourish after pine removal.
- c) There are many dead or dying coyote bushes along the north edge of the open space (near Corte Madera school), as well as on the east end of the pond. The dead bushes should be removed, and dead branches should be removed from the other plants, in order to eliminate highly flammable material from the area.
- 3) Enhance the health of the woodland
 - a) On the southern edge of the open space, there are several locations where a row of live oak trees has been allowed to form a dense wall by the unconstrained growth of seedlings under the parent trees. Separation of these seedlings can be as little as 3 feet. If these tree clusters are on open space property, the town should remove the smaller plants to create a typical separation of at least 10 feet, which will allow the bigger specimens to flourish. If the clusters are on private property, the owners should be encouraged to do the same.
 - b) Work with Corte Madera School to prune and/or remove unhealthy pines and redwoods along the north edge of the open space.
 - c) There is a small fruit tree near the east end of the pond that is in poor health, and should be removed. The larger fruit tree nearby is healthier, but it is still non-native and could also be removed, although this is low priority.
 - d) There are a large cotoneaster, an old plum tree, and several pyracantha at the west end of the area that should be removed.
- 4) Remove debris
 - a) Remove fallen poles nearby from northeast corner of the pond.
- 5) Enhance views of the pond.
 - a) Improve the relationship between the Frog Pond and the school property.
 - i) Lower the tall fence along the property line except where it is necessary for keeping in balls from field play. Leave it tall between the 2 gates; lower it to 3 feet from the gates to the eastern and western boundaries. Consider removing it entirely along the parking lot area.

ii) Totally remove most of the large old coyote brush that grows up into the fence. Remove the pyracantha, Italian buckthorn and willows. One old willow is lifting the concrete at the corner of the school parking lot.

ACTION PLAN for Frog Pond

Remainder of fiscal year 2018-2019:

- Continue mowing as in past years, but wait until pond is dry and then mow the central part of the pond and continue mowing outward as time permits.
- Do urgent fire safety work.
- Conduct slash and trash on fallen Monterey pine at southwest corner of open space (Item 2-a) before fire season begins.
- Remove wooden trash and other trash as conditions permit (Item 4).

FUNDING REQUEST Fiscal year 2019 -2020:

- Continue mowing program, but incorporate new plan to mow twice per year, first in drier areas and later in wet areas, as listed in Item 1-a above..
- Remove 3 old poor condition pines along northeast border with Corte Madera school (Item 2-b) before fire season begins. If this is not possible, at a minimum limb up dead branches on pines and redwoods. Coordinate more extensive removal of unhealthy/flammable trees in this area with Corte Madera school and Portola Valley Ranch(Item 3-b).
- Remove dead material from coyote bushes along northern edge of open space (Item 2-c) before fire season begins.
- Hand-remove thistles and cat-tails before they go to seed (Items 1-b and 1-c).
- Thin oaks along southern edge of open space. Coordinate with neighbors to conduct thinning on private property as appropriate (Item 3-a).
- Remove undesirable trees listed in Item 3-c and 3-d above.
- Begin to enhance the view across to the pond.
 - Remove all small live oak seedlings along Indian Crossing ROW by the roots.
 - Identify areas to open a view window from the Alpine Road to the pond and begin clearing brush from these.
 - Begin to widely open view from the Alpine Road trail across to the pond by clearing brush and small volunteer trees.

Budget:

| Item | Estimates (to be confirmed by town staff) |
|----------|---|
| | |
| | FY 2019-20 |
| 1-a | two mowings/year |
| 1-b, 1-c | 2 staff hours yearly |
| 2-a | 1 staff hour, once only |
| 2-b | 3 staff hours for limb up only. Staff to determine removal costs. |
| 2-c | 2 staff hours, once only. |
| 3-a | 8 staff hours, once only. May require more for stump removal. |
| 3-b | tree removal and disposal. Extra for stump grinding of redwoods. Pines do not |
| | need stump grinding. |
| 3-c, 3-d | 5 staff hours, once only. |
| 4 | 1 staff hour, once only. |
| 5 | Depends on how much removed |
| | |

Total Howard estimated in 2018 \$40,000 with some tree removal.

Going forward 2020 - 21+:

- Continue mowing program
- Continue hand removal of thistles and cat-tails as required.
- Remove multiple standing Monterey pines (6) on the southwest edge of the open space.
- Continue coordination of removal of problematic trees with private property owners on southern border and with Corte Madera School on the northern border
- Continue to open views to the pond.

| | FY 2020- 21 and beyond |
|----------|---|
| 1-a | two mowings |
| 1-b, 1-c | 2 staff hours yearly |
| 2-c | 2 staff hours. May be required at 3 year intervals. |
| Remove 6 | excluding stump grinding. |
| standing | |
| Monterey | |
| pines | |

GUIDING PRINCIPLES FOR FROG POND PROPERTY

The Frog Pond commonly described as a sag pond is more accurately a thrust fault pond, created by seismic activity probably in 1906. It is a true vernal pool, drying up in the summer. As such it is a unique biological entity with a complex ecology.

The Frog Pond property was outlined in 1973 by the developer of Portola Valley Ranch, Joe Whelan, as PVR was created. The Planning Commission's original language guiding usage of the parcel, then known as Corte Madera Park, stated it should be "maintained as a natural park with only minor unroofed structures necessary for such a use." At the insistence of a single Council member the wording was changed to "use for park and recreation uses." Actual Grant Deed to Town 9/26/75 Lot E of PV Ranch Subdivision for Park and Recreation Purposes.

In 1983 Council adopted a measure to preserve the Frog Pond in its natural state, reserving the right to designate new uses for the area if conditions change. At this time school baseball field encroached on the 6.4 acres. At that time, Whelan offered to formally deed the property to the Town without revisionary rights if its use as a "nature park" would be guaranteed in perpetuity. The council declined. (This taken from a letter written by Whelan in 1993).

In 1993 controversy arose over whether the Corte Madera school students active use of the pond for nature studies was damaging the area. At that time Mr. Whelan again stressed his desire that the Town should ensure that the pond would always remain a protected pond, available for student use, emphasizing that was the original intention when easement was created.

No further protections were enacted and the students were allowed to continue their studies of the pond.

In 2003 during construction of the new soccer field at Corte Madera School, construction crews encroached on the Frog Pond property evidently because of confusion about exactly where the property line was, and it appeared that no measures had been taken to protect the ecologically sensitive pond area from field runoff. The

district erected a fence at the property line to make the boundaries clear, and runoff was diverted away from the pond into hard piping that runs to the town's storm drain system.

Need a section on creation of the outflow tract and problems it created.

GOALS

- 1. Minimize fire risk
 - a. Partner with Fire District and School District to remove pines and failing redwoods.
- 2. Maintain views across open space property
 - a. Widely open view from Indian Crossing for walkers and drivers
 - i. Remove most trees that have grown here, protecting the valley and blue oaks.
 - b. Widely open view from Alpine Road trail for walkers.
 - c. Windows of open view from Alpine Road itself.
 - d. Large windows of view from school fields.
- 3. Protect vernal pond
 - a. Protect outflow channel function
 - b. Silting issues are a long range concern
 - c. We find no evidence this is a jurisdictional wetland.
 - d. For further consideration: What does this land want to be? Should we let Nature take her course?
 - i. What are likely outcomes for the water that enters the site if pond is allowed to silt in/peat in?
 - ii. Consider raising the "dam" to where it used to be so more water stays longer in the pond.
- 4. Encourage residents' knowledge and appreciation of this unique property.
 - a. Encourage more school use of property.
 - b. Make more accessible to walkers?
 - i. Northern crossing path not feasible because of wetness.
 - ii. Southern crossing path designed jointly with PVR
- 5. Maintain health of trees.
- 6. Remove invasives and encourage natives for habitat value.

Ford Field

Conservation Committee Report and Request April 2019

OVERVIEW:

This site is primarily a softball field and is heavily used by Little League and by Town residents. This report concerns the Open Space around the Field, for which the Conservation Committee has assumed oversight responsibility.

Ford Field Town Owned Property consists of three areas:

- 1. softball field and supporting structures,
- 2. parking area,
- 3. open space creek area and acreage surrounding field and parking.

GOALS:

- 1. To protect the natural habitat of the open space and bordering Los Trancos creek from any harmful impacts resulting from field maintenance or changes of use.
- 2. To provide safe and native surroundings for Little League softball facility.

Outstanding attributes:

- 1. The view of Ford Field from Alpine Road is handsome as one enters the town.
- 2. The field itself is beautiful and is used by adult runners and others who walk on the town trail by the creek or along Alpine Road's Dwight Crowder Trail.
- 3. Large Open Space area NE of ball field
- 4. The beauty of the relatively undisturbed native plants which can be enjoyed by walking along the town creek side trail, and the habitat this provides.
- 5. A dozen or more large strong active wood rat homes are along the trail.
- 6. The equipment storage site for all of the Menlo Park and Portola Valley Little League teams.

Native plants seen:

Numerous Coast Live Oaks and California Valley Oaks of heritage size are present and should be protected if any changes are envisioned to the Open Space area. California Black Oak, Bay Laurel, Redwoods (Coast and Giant) and Buckeye are present. Shrubs such as Snowberry, California Wild Rose, and Elderberry are abundant along Los Trancos creek. Holly-leafed Cherry screens the playing area from Alpine Road.

Anything need protecting?

- 1. The creek area needs protecting from spreading Broom, Star Thistles and Dittrichia and other invasives.
- 2. The Open Space needs protecting from invasives. Thistles heavily impact the edges of the trail now.
- 3. Marsh Baccharis, which is in the low creek near the bridge now, is a native and should be encouraged. Snowberry should also be encouraged.

Invasives:

Yellow Star Thistle, Dittrichia and Broom are the main invasive plants. Himalayan blackberry is in the creek.

Anything that needs attention soon from the town:

- 1. Weeds throughout open space portion of the area should be put on mowing schedule.
- 2. Star Thistle and Dittrichia are widely present in back of the bleachers and batting box and along the approach from Alpine Rd. to the bridge. Broom and Dittrichia also newly in the vicinity of the new bridge as a result of that construction. Two pockets of Purple Thistle, right next to the beginning of the bridge, on the Ford Field side. They should be removed in about three weeks. A string trimmer type device would be good, cutting all the way down to the leaf rosette at ground level.
- A new patch of Poison Hemlock between the trail and the fence along Alpine Road, about half way between the baseball field and the Tennis Club, about where the "No Parking" sign is. The infestation is new and should be removed now
- 4. The small Portola Valley sign showing no bicycles on the creek trail is not obvious enough to direct bicycles to the paved Dwight Crowder trail. Additional signage would be helpful.

FUNDING REQUESTED FOR 2019-20

1. Removal of invasives

- a. Two mowings are needed each year of the entire Open Space area, one early to suppress the weedy grasses.
- b. Star Thistle and Dittrichia are widely present in back of the bleachers and batting box and along the approach from Alpine Rd. to the bridge. Broom and Dittrichia also newly in the vicinity of the new bridge as a result of that construction. Pull before it blooms if possible.
- c. Poison Hemlock between the trail and the fence along Alpine Road, about half way between the baseball field and the Tennis Club, about where the "No Parking" sign is. While the ground is still moist, just pulling the plants would work best. Later, rather than cutting, a small pickaxe or mattock would work best. A string trimmer would not be the proper tool.
- d. The Tree of Heaven (*Ailanthus altissima*) has been removed. It is cut each year, but new branches are likely to leaf out and should be sprayed when they first appear and are small.
- e. Staff to estimate cost.
- 2. Improve signage to direct bicycles to paved trail from creekside trail.
 - a. Staff to estimate cost.

Recommended by Parks and Recreation but not Conservation Committee purview

- Increase number of porta-potties, including ADA-compliant, and hand-washing station
- Patch driveway
- Repair drinking fountain near snack shack
- Add 3-4 new picnic tables to replace removed ones
- Request that Little League ensure that the area around the storage container be kept free of accumulated sporting goods so that the area can be weeded and mowed.

ROSSOTTI FIELD

Conservation Committee Report and Requests April 2019

This site is predominantly a soccer field, which is set within a small Open Space Area

GOALS:

- 1. To provide an attractive environment for soccer field users.
- 2. To protect the natural habit in which the field is located and Los Trancos creek which borders it from any harmful impacts resulting from field maintenance.

Outstanding Attributes:

- 1. The Field enhances the Scenic Corridor with open views of the Oak canopy and open space surrounding the green field with its magnificent Valley Oak.
- 2. The town trail along the bank of Los Trancos creek provides access to a cool riparian habitat.
- 3. The paved trail along Alpine Road is continuous to Arastradero Rd. for walkers.
- 4. The parking lot keeps cars off of the road.

Native Plants:

The canopy is primarily Coast Live Oaks, with an understory of Toyon, Bay, Coffeeberry, Buckeyes. No rare plants were noticed. Along the creek bank there are native Ribes, hedge nettle, and Sanicula. Alders are present in the creek bed.

Heritage Tree:

A large Valley Oak is present at the west end of the field. It has been pruned to reduce the amount of shade on the field which reduces turf growth and has dropped branches. It should be monitored for its health.

Invasives:

Himalayan blackberry is most threatening species. There are also Torulus, large clumps of invasive iris, invasive sedge, Poison Hemlock, sow thistle and Geranium disectum.

Areas of Concern:

- 1. The poison oak between the field and the creek has been greatly cut back. It will inevitably return and should be controlled before it becomes huge again.
- 2. The sand-based field was constructed to drain into a swale below the field and between it and Los Trancos creek. The presence of dense plant growth, many Dock plants, Scirpus and a willow growing in the swale is evidence that water is draining into it and the field nutrients are being utilized prior to entering the creek.
- 3. Specific areas of invasives
 - a. Himalaya blackberry is present along the south side of the field fence and between the creek path and the field.
 - b. Torilus along the field fence between the parking lot and field needs to be pulled as it shows up.
 - c. large clumps of invasive iris on the creek bank, and invasive sedge near the outlet of the swale.
 - d. Some Poison Hemlock, scattered sow thistle and Geranium disectum should be pulled.
 - e. Privet near midfield, evenly spaced, and just outside the short section of fence where the soccer field becomes wider should be removed before bloom.
 - f. In the north-west corner of the ball field enclosure, just inside the fence from the Alpine Trail, on the short embankment, are two volunteer Monterrey Pines. They are among Valley Oaks and Coast Life Oaks. They are small and should be removed, which at this time would be quite inexpensive.

Action Plan:

- Conservation Committee will visit the site quarterly and anticipates working with Public Works regarding optimum timing of implementation of the maintenance plan and any specific additional tasks.
- Continue working with Grassroots Ecology which weeds once a year in the Spring and has removed much of the Broom and Poison Hemlock along the creek and Alpine Trail.

FUNDING REQUESTED FOR 2019-20

- 1. Remove invasives as in #3 above.
 - a. Staff to estimate cost.
- 2. Grassroots Ecology has permit to work creekside and should be encouraged to continue to work in this area.

Triangle Park Report: Suggestions for Improvements – approved 3/26/19

Triangle Park is used primarily as:

- -a pick up spot for families with students at Corte Madera School. The parents congregate and visit while waiting for their kids. The kids play together on the lawn, through the paths among the shrubs, and up in the trees.
- -a gathering and picnic spot for cyclists, especially on the weekends.
- -a lunch spot for local workers gardeners, construction crews, etc. who buy lunch at Roberts and then eat here if weather is good.

Points of Interest:

- -deer sculpture, created by local artist Wallace Davis and donated by his family.
- -Town Rock a piece of Sierra Azul with a fascinating geological history.
- -protected lawn with picnic tables which is well used.
- -Several heritage oak trees and surrounding healthy native shrubs

Concern:

-Lawn area quite muddy often for a long time after rains. Is there an irrigation leak?

Goals:

- -Preserve the secluded nature of the park. Users appreciate the separation from traffic.
- -Maintain the quality of the park experience for multiple users.
- -Preserve and protect the valuable native vegetation.
- -Remove invasive species.
- -Highlight and put informational sign about the "Town Rock" a 2 foot chunk of Sierra Azul with a fascinating geological history

FUNDING REQUESTS FOR FY 2019-20

- -Remove old sprawling juniper and replace with low growing native shrub. (Salvia, Ceanothus)
- -Prune back streetside limbs of the oak "hedge" by the radar sign for visibility.
- -Throughout remove the cotoneaster, privet, pyracantha, olive, poison oak, blackberries and ivy.
- -Throughout there are many clumps of volunteer small competing oaks that should come out by the roots.
- -Coppice all the coyote brush
- -At corner of Alpine and Portola, remove the valley oak that has been for many years pruned into an unsightly 4 foot ball, liberating the Toyon that grows up through it.
- -By deer statue remove the encroaching shrub.
- -By small oak across from realty office remove the smaller oak and clump of blackberry
- -At north end of Alpine frontage:
 - -small oaks out from under large oak and mulch under large oak -remove several small bay trees
 - one large old senescent Hawthorne by the path should be removed. Adjacent are 2 old willows that should be removed and stump ground to prevent re-sprouting.
- -Encourage more growth of native grass Stipa
- Improve drainage of lawn/?fix irrigation leak
- -Install the bicycle station recommended by Bicycle, Pedestrian and Traffic Safety committee, but make sure it is only painted a muted green or brown.

Dengler Open Space Preserve – Conservation Committee Review

April 1, 2019

Subcommittee: Magill and Heiple

GOALS:

- 1. To respect the existing native Open Space.
- 2. To monitor and remove potential invading plant species.

Outstanding attributes:

- outstanding views of the Bay, including picnic table
- a well-preserved piece of native flora
- well-maintained trails that connect with the network of trails in the Hayfields and beyond in the western hills.

Native plants seen:

Too many to name, very diverse oak woodland habitat

Rare plants:

Native orchids by picnic table are unusual

Issues:

- Several large invasive shrubs Cotoneaster and Spanish broom (Spartium junceum) should be removed before they spread further. Spanish broom must be removed with a very large weed wrench to remove the broom. The cotoneaster can be cut to the ground and glyphosate painted on the cut stems. A small patch of French broom seedlings was removed on site and should be monitored for future germination.
- 2. Signage should be reviewed

Requested for FY 2019-20:

Removal of one very large Spanish broom plant and approximately 6 Cotoneaster plants alongside the trail.

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REPORT ON SHADY TRAIL OPEN SPACE 2019

The parcel is a 2.5 acre "flag lot" running from Golden Hills Drive on the west and proceeding along Westridge Creek for 784 feet to the eastern boundary of the parcel. Within the parcel there is a 40 ft. wide conservation easement established in 1978 overlain by a 15 ft. wide bridal path easement along the creek (shown on the attached parcel map).

Shady Trail Open Space is comprised of a stream-side riparian community along Westridge Creek bordered by and including 784 feet of Shady Trail, and a wider portion

of the parcel comprised of an oak-woodland community. Typical native vegetation flourishes there.

In the summer of 2007, Shady Trail neighbors Beverly and Peter Lipman recognized that the development of this parcel would spoil the inique antural experience of the entire one mile trail. The Lipmans, along with Al Schreck, Mary Hufty and Ginny Kavanaugh fromed the Committee to Protect Shady Trail and raised funds from 99 Portola Valley families augmented by a contribution fromt eh Town's Open Space Acquisition Fund to purchase the parcel. The parcel has been owned by the town since 2008.

Goals:

- 1. Preserve and enhance the native woodland.
- 2. Protect the safety of the users of the Open Space.

Concerns noted:

- 1. At the Golden Hills boundary, which is not part of the trail easement, there should be a log to prevent wheeled vehicles entering the Space. The log that was there in the past has been removed.
- 2. The fence is falling apart in a number of places (Photo 2).
- 3. Bank erosion has occurred along the creek, in some cases where trees were undercut or fell. One particular concern is a failing bank adjacent to the trail, where the fence has collapsed down a steep bank into the creek. (Photo 3).
- 4. Several trees have fallen. Several snags show evidence of use by wildlife, but could present a hazard.

Request for FY 2019-20:

- 1. Replace the log at the Golden Hills boundary.
- 2. Fallen trees should be evaluated to see if fire risk outweighs habitat value.

The other concerns call for action which CC defers to Trails committee.

- 3. The fence could be repaired only as Trails committee feels necessary.
- 4. Bank erosion repair in area adjacent to trail should be repaired as Public works and Trails committee determine.

There are no written materials for Study Session on Pedestrian Safety Study Update and Initial Discussion on General Process

There are no written materials for Budget Book Format



TOWN OF PORTOLA VALLEY STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Cara Silver, Town Attorney

DATE: April 24, 2019

RE: Introduction of an Ordinance requiring the Safe Storage of Firearms in

Residence

RECOMMENDATION

Staff recommends that the Town Council introduce and waive reading of an ordinance requiring the safe storage of firearms in a residence (Attachment 1).

BACKGROUND

Having a loaded or unlocked gun in the home is associated with an increased risk of gunrelated injury and death. According to a 2008 report published in the New England Journal of Medicine, living in a home where guns are kept increased an individual's risk of death by homicide by between 40% and 170%. Similarly, a 2004 national study determined that the presence of guns in the home increased an individual's risk of death by homicide by 90%.

Firearm injuries have a significant public health impact. According to a 2015 study, researchers conservatively estimate that gun violence costs the American economy at least \$229 billion every year, including \$8.6 billion in direct expenses such as those for emergency and medical care. In California, the direct costs of hospital use for firearm assault injuries alone was estimated at \$87.4 million in 2010. 65% of these costs were borne by taxpayers.

Children are particularly at risk of injury and death from firearms when firearms are not safely secured in their own homes or in homes they visit. According to national data, children and young adults (24 years of age and under) constitute 38% of all firearm deaths and non-fatal injuries. More than 75% of guns used in suicide attempts and unintentional injuries of children and young adults (0- 19 years of age) were stored in the residence of the victim, a relative, or a friend. 89% of accidental shooting deaths among children occur in the home,

and most of these deaths occur when children are playing with an unsecured loaded gun in their parents' absence.

More local community action is needed to prevent gun violence. In San Mateo County, there have been 301 gun-related deaths over the past 10 years. According to data collected in 2018 by the Citizens for a San Mateo County Gun Buy Back from participants at two separate gun buy back events, a majority of respondents reported "hiding [the gun] in a discrete location" and/or "keeping it unloaded" as a safety measure, even though these methods are not generally considered safe storage. A large number of respondents (27% in May 2018 and 60% in December 2018) reported that they surrendered the firearms for "safety reasons," and nearly half of respondents indicated that they did not know how to properly store an inherited firearm.

DISCUSSION

The County of San Mateo has developed a uniform ordinance for addressing concerns of safe storage of Firearms. The County adopted this ordinance in February 2019 but it only applies to homes located in the unincorporated County. The County is encouraging all San Mateo County cities to adopt similar ordinances.

Applying trigger locks or using lock boxes when storing firearms in the home reduces the risk of firearm injury and death. Keeping a firearm locked when it is not being carried ensures that it cannot be accessed and used by others without the owner's knowledge or permission. This simple measure significantly decreases the risk that the gun will be used to commit suicide, homicide, or inflict injury, whether intentionally or unintentionally. Safe storage measures have a demonstrated protective effect in homes with children and teenagers where guns are stored.

The ordinance requires that:

- a) Except when carried on the person, no person shall keep a Firearm in any Residence unless the Firearm is stored in a Locked Container or is disabled with a Trigger Lock.
- b) To encourage reporting of lost or stolen Firearms, a person who reports the loss or theft of a Firearm they own or possess to a local law enforcement agency within five days from the time they knew or reasonably should have known the Firearm had been lost or stolen shall not be prosecuted for violation of subsection (a).

A violation of the ordinance would be subject to enforcement through criminal prosecution and/or civil penalties.

Fourteen other California jurisdictions have adopted similar safe storage ordinances, including Sunnyvale, Santa Cruz, Saratoga, San Jose, Oakland, and San Francisco. The County of San Mateo adopted the attached version on February 26, 2019.

Interaction with State Law

The County's safe storage ordinance is consistent with, and builds upon, existing state law which requires that safety devices such as safes or trigger locks accompany any firearms that are purchased or transferred by a licensed dealer. (See Attachment 2.) The County ordinance goes further than state law by requiring gun owners to actually use those safety devices when storing a firearm at home. The ordinance fills an important gap in existing law and aims to reduce accidental gun shootings, gun-related homicides and suicides, and the theft of unsecured firearms.

California State Assembly Bill 276, introduced January 29, 2019, seeks to enact a statewide safe storage law. However, the current draft explicitly defers to local jurisdictions by including anti-preemption language. The proposed state law, in its current form, has an exception for "loaned" firearms and applies only when the gun owner is not at home, which are significant loopholes. The state law would also prohibit future firearm possession/ownership by individuals for a period of 10 years following conviction under that law, and the constitutionality of that provision is untested. Thus, even if a statewide safe storage law is passed, local jurisdictions could still benefit from enacting their own safe storage ordinances.

Enforcement Issues

Staff anticipates this ordinance will be enforced on a complaint basis or by the Sheriff's office in connection with an emergency call for service. The model ordinance contains two enforcement remedies: criminal and administrative penalty. The Town does not currently have a comprehensive administrative penalty process to aid in more effective code enforcement. Staff and the Town Attorney have been working on bringing an administrative penalty process to the City Council for discussion. In anticipation of this new program, the ordinance contains a "placeholder" administrative penalty provision.

The San Mateo County Board of Supervisors has requested that all 20 cities in San Mateo County adopt an ordinance identical to the attached to allow for a uniform gun storage policy throughout the County. The Board of Supervisors has a successful record of developing ordinances that are then adopted by cities throughout the County (e.g. plastic bag ban, anti-smoking measures, etc.).

FISCAL IMPACT

There is no fiscal impact associated with the approval of this ordinance.

Attachments:

- 1. Ordinance
- Letter from Giffords Law Center

Approved by: Jeremy Dennis, Town Manager

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ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY ADDING CHAPTER 9.09 [STORAGE OF FIREARMS] TO TITLE 9 [PUBLIC PEACE, MORALS AND WELFARE] OF THE PORTOLA VALLEY MUNICIPAL CODE TO REQUIRE THE SAFE STORAGE OF FIREARMS IN A RESIDENCE

WHEREAS, the Town of Portola Valley ("Town") is concerned that having a loaded or unlocked gun in the home is associated with an increased risk of gun-related injury and death. According to a 2008 report published in the New England Journal of Medicine, living in a home where guns are kept increased an individual's risk of death by homicide by between 40% and 170%. Similarly, a 2004 national study determined that the presence of guns in the home increased an individual's risk of death by homicide by 90%; and

WHEREAS, firearm injuries have a significant public health impact. According to a 2015 study, researchers conservatively estimate that gun violence costs the American economy at least \$229 billion every year, including \$8.6 billion in direct expenses such as those for emergency and medical care. In California, the direct costs of hospital use for firearm assault injuries alone was estimated at \$87.4 million in 2010. 65% of these costs were borne by taxpayers; and

WHEREAS, the Town is concerned that children are particularly at risk of injury and death from firearms when firearms are not safely secured in their own homes or in homes they visit. According to national data, children and young adults (24 years of age and under) constitute 38% of all firearm deaths and non-fatal injuries. More than 75% of guns used in suicide attempts and unintentional injuries of children and young adults (0-19 years of age) were stored in the residence of the victim, a relative, or a friend. 89% of accidental shooting deaths among children occur in the home, and most of these deaths occur when children are playing with an unsecured loaded gun in their parents' absence; and

WHEREAS, applying trigger locks or using lock boxes when storing firearms in the home reduces the risk of firearm injury and death. Keeping a firearm locked when it is not being carried ensures that it cannot be accessed and used by others without the owner's knowledge or permission. This simply measure significantly decreases the risk that the gun will be used to commit suicide, homicide, or inflict injury, whether intentionally or unintentionally. Safe storage measures have a demonstrated protective effect in homes with children and teenagers where guns are stored; and

WHEREAS, more local community action is needed to prevent gun violence. In San Mateo County, there have been 301 gun-related deaths over the past 10 years. According to data collected in 2018 by the Citizens for a San Mateo County Gun Buy Back from participants at two separate gun buy back events, a majority of respondents

reported "hiding [the gun] in a discrete location" and/or "keeping it unloaded" as a safety measure, even though these methods are not generally considered safe storage. A large number of respondents (27% in May 2018 and 60% in December 2018) reported that they surrendered the firearms for "safety reasons," and nearly half of respondents indicated that they did not know how to properly store an inherited firearm.

WHEREAS, the Town desires to add Chapter 9.09 to Title 9 of the Portola Valley Municipal Code to require the safe storage of firearms in a residence.

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

1. <u>ADDITION OF CODE</u>. A new Chapter 9.09 [Storage of Firearms] is hereby added to Title 9 [Public Health, Morals and Safety] of the Portola Valley Municipal Code to be numbered and entitled and to read in its entirety as follows:

Chapter 9.09

STORAGE OF FIREARMS

Sections:

9.09.010 Definitions9.09.020 Safe storage of firearms in a residence required9.09.030 Penalty

9.09.010 Definitions

- (a) For the purpose of this Chapter, "Firearm" means a firearm as defined in California Penal Code, Section 16520.
- (b) "Locked Container" means a Locked Container, as defined in California Penal Code, Section 16850, listed on the California Department of Justice Bureau of Firearms roster of approved firearm safety devices. For purposes of this chapter, a Locked Container does not include a bag or other container made of fabric or other penetrable material, such as a regular purse, backpack, or gym bag.
- (c) "Residence" means any structure intended or used for human habitation, including, but not limited to houses, condominiums, rooms, accessory dwelling units, motels, hotels, SRO's, time shares, recreational vehicles, and other vehicles where human habitation occurs.
- (d) "Trigger lock" means a trigger lock that is listed on the California Department of Justice's roster of approved firearms safety devices and that is identified as appropriate for that firearm by reference to either the manufacturer and model

of the firearm or to the physical characteristics of the firearm that match those listed on the roster for use with the device under Penal Code section 23635.

9.09.020 Safe storage of firearms in a residence required

For the purposes of this Chapter, the following words and phrases shall have the meanings ascribed to them in this Section:

- (a) Except when carried on the person, no person shall keep a Firearm in any Residence unless the Firearm is stored in a Locked Container or is disabled with a Trigger Lock.
- (b) To encourage reporting of lost or stolen Firearms, a person who complies with California Penal Code section 25250 by reporting the loss or theft of a Firearm they own or possess to a local law enforcement agency within five days from the time they knew or reasonably should have known the Firearm had been lost or stolen shall not be prosecuted for violation of subsection (a).

9.09.030 Penalty

A violation of this section shall be subject to enforcement through criminal prosecution and/or civil penalties, as provided herein.

- (a) Violation a Misdemeanor. A person who violates this chapter shall be guilty of a misdemeanor punishable by imprisonment in the county jail not exceeding six months or by fine not exceeding one thousand dollars (\$1,000.00), or by both.
- (b) Civil Penalties. The Town may assess administrative penalties in an amount not to exceed \$100 per day or as adopted by Town Council resolution, whichever amount is greater.
- (c) Each violation shall be deemed a distinct and separate offense.
- 2. <u>CALIFORNIA ENVIRONMENTAL QUALITY ACT DETERMINATION</u>. The Town Council hereby finds that this ordinance is not subject to the provisions of the California Environmental Quality Act ("CEQA") because the activity is not a project as defined by Section 15378 of the CEQA Guidelines. The ordinance has no potential for resulting in physical change to the environment either directly or indirectly.
- 3. <u>SEVERABILITY</u>. If any part of this Ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or the applicability of this Ordinance to other situations.
- 4. <u>EFFECTIVE DATE AND POSTING</u>. This Ordinance shall become effective 30 days after the date of its adoption and shall be posted within the Town in three public places.

| INTRODUCTED: | |
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| PASSED: | |
| AYES: | |
| NOES: | |
| ABSTENTIONS: | |
| ABSENT: | |
| | |
| ATTEST | APPROVED |
| | |
| Town Clerk | Mayor Wengert |
| APPROVED AS TO FORM | |
| Town Attorney | |



February 11, 2019

County of San Mateo, Board of Supervisors 400 County Center Redwood City, CA 94063

Dear Members of the Board of Supervisors,

On behalf of Giffords Law Center to Prevent Gun Violence ("Giffords Law Center"), I write in support of the proposed safe storage of firearms ordinance that will be introduced at the February 12, 2019 meeting of the San Mateo Board of Supervisors. Founded by lawyers after the mass shooting at 101 California in 1993, in 2016, we joined forces with former Congresswoman and gun violence survivor, Gabby Giffords and her husband, Navy veteran and retired NASA astronaut, Mark Kelly. For over 25 years, the organization now known as Giffords Law Center has been providing legal expertise in support of local, state, and federal gun violence prevention laws to legislators nationwide.

Safe storage ordinances are constitutional and currently in effect in 14 California communities—Belvedere, ¹ Berkeley, ² Los Angeles, ³ Moraga, ⁴ Morgan Hill, ⁵ Oakland, ⁶ Orinda, ⁷ Palm Springs, ⁸ San Francisco, ⁹ San José, ¹⁰ Santa Cruz, ¹¹ Sunnyvale, ¹² Saratoga, ¹³ and Tiburon. ¹⁴

Safe storage laws are consistent with the Second Amendment and have been upheld by all reviewing courts.

In the landmark case, *District of Columbia v. Heller*,¹⁵ the United States Supreme Court held that the Second Amendment protects a law-abiding, responsible citizen's right to possess an operable handgun in the home for self-defense. The Court struck down a District of Columbia ordinance that "totally ban[ned] handgun possession in the home" and required "that any lawful firearm in the home be disassembled or bound by a trigger lock at all times." The Court found the ordinance unconstitutional precisely because it made it "impossible for citizens to use [firearms] for the core lawful purpose of self-defense." But the Court was careful to restrict its ruling to the unduly broad prohibition at issue, specifically stating that its holding was not intended to "suggest the invalidity of laws regulating the storage of firearms to prevent accidents." accidents."



In 2014, the NRA and other plaintiffs sued the City and County of San Francisco claiming its safe storage law—which required handguns kept in a residence to be stored in a locked container or disabled with a trigger lock when not carried on the person¹⁹—violated the Second Amendment.²⁰ The Ninth Circuit Court of Appeal, in affirming the District Court's ruling, found that the law did not significantly burden the right to possess a handgun in the home for self-defense, because guns stored safely can be accessed in a matter of seconds.²¹ The court held that San Francisco demonstrated that the ordinance served a significant government interest by "reducing the number of gun-related injuries and deaths from having an unlocked handgun in the home," and that the law was substantially related to that interest.²² The court noted that San Francisco's law was unlike the law at issue in *Heller* because it left open other channels for self-defense in the home by allowing residents to carry firearms.²³ The United States Supreme Court declined to review the Ninth Circuit's decision.²⁴

Similarly, both the Massachusetts State Supreme Court²⁵ and a New York State trial court²⁶ have reviewed Massachusetts' and New York City's safe storage laws, respectively, and found that neither violated the Second Amendment because the laws did not require a firearm to be rendered inoperable in the home at all times.

Since 2007 when the gun lobby challenged San Francisco's ordinance, thirteen other California communities have enacted safe storage laws. The gun lobby has threatened to sue all, or nearly all, of them but has actually sued none of them. When the gun lobby has sued local California jurisdictions over their strong gun laws, however, Giffords Law Center has been able to procure pro bono litigation defense from top law firms for these jurisdictions. Should the gun lobby take the unusual and ill-advised step of suing the County on the basis of this ordinance, Giffords Law Center makes the same offer of litigation support to the County that we have made to other jurisdictions.

The proposed ordinance addresses the very real risks posed by unsecured guns in the home.

A recent study by researchers at the Center for Disease Control and Prevention stated that youth suicide with guns has risen dramatically between 2007 and 2014.²⁷ In fact, **gun suicides by minors 10 years old and older increased 60 percent in that period.** Studies have demonstrated that the risk of suicide—particularly amongst children and teens—is significantly higher in homes where a firearm is kept loaded and/or unlocked.²⁸ Additionally, a study of mass shootings demonstrated that in over half of shootings perpetrated by minors in elementary or secondary schools, the shooter used guns obtained from home that were likely unsecured.²⁹ Children and teens are also at risk of death or injury from unintentional shootings. Children as



young as three-years-old are strong enough to fire some types of handguns.³⁰ A 2005 study found that the practices of keeping firearms locked and unloaded, as well as storing ammunition in a locked location separate from firearms, serve as a protective measure to reduce youth suicide and unintentional injury in homes with children and teenagers where guns are stored.³¹

More can and should be done to keep guns out of the hands of minors. California's Child Access Prevention (CAP) law does not go far enough to protect children. In California, individuals may be criminally liable if they negligently store or leave, on premises within their custody or control, a loaded firearm in a location where the person knows, or reasonably should know, that the child is likely to gain access to the firearm without the permission of the child's parent or legal guardian.³² No liability is imposed in this situation if reasonable action is taken to secure the firearm against access by a child. The law also does not apply if the firearm was kept in a locked container or in a location that a reasonable person would believe to be secure, or the firearm was locked with a locking device that rendered the firearm inoperable.³³

Despite California's CAP law which was enacted in 2011, the firearm suicide rate of minors under the age of 18 has remained steady between 2005 and 2017. In 2012, a year after the state's CAP law went into effect, the three-year-old child of a San Jose police officer found his father's unlocked gun and fatally shot himself. A close reading of California state law demonstrates that it does not affirmatively require a gun owner to store his or her firearm in any particular manner. So long as a person does not "negligently" store or leave a loaded firearm on his or her premises, or takes "reasonable" action to "secure" the firearm, he or she may not be liable even if a minor gets ahold of the firearm. Furthermore, if the person stores the firearm in a locked container or with a locking device, he or she escapes liability in the event a child does gain access to the firearm. These subjective standards only provide an out for individuals when a child actually gains access to a firearm. The law does not dictate what responsible storage is, and require that gun owners abide by it.

A safe storage law would require that gun owners keep their guns in locked containers or secured with trigger locks; this is an unambiguous, preventative measure with an objective standard.

The proposed ordinance will also likely prevent gun thefts by thieves, as well as people who have consent to be in the home, such as caregivers of elderly residents and other visitors. A study by Harvard and Northeastern researchers shows that hundreds of thousands of guns are stolen each year; gun theft is an important way that guns enter the illegal market. ATF estimates that about 10-15% of stolen guns are used in subsequent crimes. According to the researchers, gun owners who safely store their firearms experience gun thefts at a lower



rate than those who do not. The study also concludes that promoting safer storage of guns may help to reduce gun thefts and reduce the number of guns entering the illegal market.³⁸

For the foregoing reasons, I urge you to enact the safe storage of firearms ordinance.

Sincerely,

Allison Anderman Managing Attorney

ABOUT GIFFORDS LAW CENTER

For nearly 25 years, the legal experts at Giffords Law Center to Prevent Gun Violence have been fighting for a safer America by researching, drafting, and defending the laws, policies, and programs proven to save lives from gun violence.

Notes

1. Belvedere Municipal Code § 9.71.020.

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- 2. Berkeley Municipal Code § 13.69.010.
- 3. Los Angeles Municipal Code § 55.21.
- 4. Ordinance n.275 adopted March 14, 2018. Not yet codified.
- 5. Morgan Hill Municipal Code § 9.04.040.
- 6. Oakland Municipal Code § 9.39.040.
- 7. Orinda Municipal Code § 9.13.010.
- 8. Palm Springs Municipal Code § 11.16.045.
- 9. San Francisco Police Code § 4512.
- 10. San Jose Municipal Code § 10.32.170.
- 11. Santa Cruz Municipal Code § 9.29.020.
- 12. Sunnyvale Municipal Code § 9.44.040.
- 13. Saratoga Municipal Code § 6-35.010
- 14. Tiburon Municipal Code § 32-30.
- 15. 554 U.S. 570 (2008).
- 16. Id. at 628 (emphasis added).
- 17. Id. at 630 (emphasis added).
- 18. Id. at 632.



- 19. In 2016, San Francisco strengthened its safe storage ordinance to apply to all firearms, not only handguns.
- 20. Jackson, 746 F.3d at 953.
- 21. Id. at 966.
- 22. Id.
- 23. Id. at 965.
- 24. Jackson v. City & Cty. of S.F., 135 S. Ct. 2799 (2015).
- 25. Commonwealth v. McGowan, 464 Mass. 232 (2013).
- 26. Tessler v. City of New York, 952 N.Y.S.2d 703, 716 (2012).
- 27. Elizabeth Van Brocklin, "19 Children Are Shot in America Every Day," The Trace, June 19, 2017.
- 28. Matthew Miller & David Hemenway, "The Relationship Between Firearms and Suicide: A Review of the Literature," 4 *Aggression & Violent Behavior* (1999): 59, 62–65 (summarizing the findings of multiple studies).
- 29. See Analysis of School Shootings, December 31, 2015,
- http://everytownresearch.org/reports/analysis-of-school-shootings/.
- 30. Sarah Kaplan, "3-year-old picks up great-grandpa's pistol from nightstand, fatally shoots sister," *Washington Post*, February 8, 2016,

https://www.washingtonpost.com/news/morning-mix/wp/2016/02/08/3-year-old-picks-upgreat-grandpas-pistol-from-nightstand-fatally-shoots-sister/.

31. David C. Grossman et al., "Gun Storage Practices and Risk of Youth Suicide and Unintentional Firearm Injuries," 293 *JAMA* (2005): 707, 711-13,

http://citeseerx.ist.psu.edu/viewdoc/download?doi=10.1.1.514.2207&rep=rep1&type=pdf.

- 32. Cal. Penal Code § 25100(c).
- 33. Cal. Penal Code § 25105(b), (d).
- 34. Center for Disease Control and Prevention Web-based Injury Statistics Query and Reporting System (WISQARS), 2005 2017, California Suicide Firearm Deaths and Rates per 100,000, viewed on 2/11/19. In 2009, the rate of gun suicides by minors under age 18 was .29. In 2006, the rate was .25. California passed a "Child Access Prevention" law, and several amendments strengthening that law, between 2011 2013. The rate of gun suicides by minors was sill .29 in 2013. The rate was .40 in 2017, showing that the rate has essentially remained steady (if not grown) for the 12 year period between 2005 and 2017 (the last year for which data is available).
- 35. Patrick May, "Gilroy neighbors mourn little boy's accidental shooting death," July 7, 2012, *Mercury News*,

http://www.mercurynews.com/2012/07/07/gilroyneighbors-mourn-little-boys-accidental-shooting-death/.

36. David Hemenway, Deborah Azrael, and Matthew Miller, "Whose guns are stolen? The epidemiology of Gun theft victims," *Injury Epidemiology*, January 13, 2017,

https://injepijournal.springeropen.com/articles/10.1186/s40621-017-0109-8.

37. Dan Noyes, "How Criminals Get Guns," Frontline,

http://www.pbs.org/wgbh/pages/frontline/shows/guns/procon/guns.html.

38. David Hemenway, Deborah Azrael, and Matthew Miller, "Whose guns are stolen? The epidemiology of Gun theft victims," *Injury Epidemiology*, January 13, 2017,

https://injepijournal.springeropen.com/articles/10.1186/s40621-017-0109-8.

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

There are no written materials for Town Manager Report

TOWN COUNCIL WEEKLY DIGEST

Thursday - April 11, 2019

- 1. Agenda (Action) Town Council Wednesday, April 10, 2019
- 2. Agenda (Special) Sustainability Committee Monday, April 15, 2019
- 3. Agenda Trails & Paths Committee Tuesday, April 16, 2019
- 4. Email from resident Meg Abraham re Opposition to Building at Frog Pond
- 5. Email from resident Caroline Vertongen re Affordable Housing
- 6. Invitation Council of Cities Dinner Meeting Friday, April 26, 2019
- 7. Letter from PG&E re Prepare for Possible Public Safety Power Outages

Attached Separates (Council Only)

(placed in your town hall mailbox)

- 1. Invitation from Pacifica Skyline Council, Boy Scouts of America 2019 Distinguished Citizen Award Dinner Thursday, May 2, 2019
- 2. LABOR Newsletter April 2019



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council Wednesday, April 10, 2019 Historic Schoolhouse 765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

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

All Present

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.

Resident Virginia Bacon commented on the email that was sent to the Council from Ms. Tidwell stating that the CC&Rs state "Not intended to exclude guest houses."

Resident Meg Abraham supports low cost housing but concerned with building on frog pond park.

Town Manager Dennis welcomed new staff member Kari Chinn.

Mayor Wengert reordered items 8 and 9

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 – March 27, 2019

Approved as amended 5-0

- 2. Approval of Warrant List April 10, 2019
- 3. Recommendation by Town Manager Town Center Master Plan Update Committee Conclusion
- 4. **Appointment by Mayor** Member to the Conservation Committee
- 5. Appointment by Mayor Member to the Cultural Arts Committee
- 6. Appointment by Mayor Member to the Parks & Recreation Committee

Items 2 - 6 Approved 5-0

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

7. Report by Trails & Paths Committee - Annual Report to the Town Council

Trails & Paths Committee member Joe Coleman reported on the Trails Committee priorities including; recommendations for Trails Committee annual and projected capital budget, annual community hike and horse fair, seasonal trail closures and openings, trails assigned to and monitored by committee members for maintenance and site development plan review.

STAFF REPORTS & RECOMMENDATIONS

8. Recommendation by Town Manager – Formation of the Ad-Hoc Wildfire Emergency Preparedness Committee

Council approved formation of the Ad-Hoc Wildfire Committee and agreed that Vegetation Management, Defensible Space and Evacuation Routes are first on the list for consideration.

The Ad-Hoc Committee will consist of nine members. The Council approved Councilmember Hughes to represent the Council, and Vice Mayor Aalfs will be his alternate. The ASCC, Emergency Preparedness Committee, and Conservation Committee will each choose one representative to join the Ad-Hoc Committee, and staff will advertise for the five resident members to be appointed by the Council at a future date. Subcommittees and a technical advisory group will assist the Ad-Hoc Committee. Approved 5-0

- 9. **Recommendation by Town Manager** Adoption of a Resolution in Support of the Proposed Flood and Sea Level Rise Resiliency Agency
 - (a) Adoption of a Resolution of the Town of Portola Valley In Support of the Establishment of the Flood and Sea Level Rise Resiliency Agency (Resolution No. 2794-2019)

Council approved the establishment and funding of the Agency 5-0

10. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

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.

Councilmember Richards – Attended the April 8 ASCC meeting.

Councilmember Hughes – None to report

Councilmember Derwin -

Mayor Wengert and Town Manager Dennis joined Councilmember Derwin in attending the Stanford GUP meeting. Attended a joint of Home 4 All / C/CAG meeting to discuss the CASA Compact. Attended a Joint Ad-Hoc Task Force on Managed Lanes meeting, and joined Mayor Wengert, Town Manager Dennis to attend the annual Progress Seminar.

Vice Mayor Aalfs -

Meet with Jeff Klugman, president of the Portola Valley School District Board to discuss teacher housing

Mayor Wengert -

Attended a C/CAG Bicycle and Pedestrian Advisory meeting and an Airport Roundtable meeting.

11. TOWN MANAGER REPORT

Town Manager Dennis reported that he has meet with multiple residents on a variety of issues within the last couple of weeks.

WRITTEN COMMUNICATIONS

- 12. Town Council Digest March 28, 2019 None
- 13. Town Council Digest April 4, 2019 #5 Councilmember Hughes noted the special meeting of the Bicycle, Pedestrian & Traffic Safety Committee on April 11 to review the Pedestrian Safety Study

ADJOURNMENT: 8:42 pm

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.



TOWN OF PORTOLA VALLEY

<u>Special Sustainability Committee Meeting</u>

Monday, April 15, 2019 10:30AM to 12:30 PM

Town Hall – Conference Room

765 Portola Road, Portola Valley, CA 94028

MEETING AGENDA

- 1. Call To Order
- 2. Oral Communications
- 3. Approval of Minutes
- 4. Old Business:
 - a. Discuss Committee Priorities for 2019
 - b. 2019-20 Fiscal Year Budget
- 5. Set Date and Topics for Next Meeting
 - a. Monday, May 20, 2019
- 6. Announcements
- 7. Adjournment



TOWN OF PORTOLA VALLEY

<u>Trails and Paths Committee</u>

Tuesday, April 16, 2019 8:15 AM

Historic Schoolhouse at Town Center
765 Portola Road, Portola Valley, CA

MEETING AGENDA

- 1. Call to Order
- 2. Oral / Community Communications
- Approval of Minutes Regular Meeting on March 19, 2019 and Special Field Meeting on March 27, 2019
- 4. Old Business
 - a. Monthly (March) Trail Conditions, Work, and Budget Update: (Discussion)
 - b. Annual Committee Update / Report to Council (April 10): (Update)
 - c. Coal Mine Ridge Trails: (Discussion)
 - i. Field meeting update, existing conditions / signage
 - ii. PVR trail head and trail signage and maps suggestion
- 5. New Business
 - a. Paso Del Arroyo asphalt path: Proposed project / Recommendation (Discussion)
 - b. **Bicycle, Pedestrian & Traffic Safety Committee:** Draft Pedestrian Safety Study (Discussion)
 - c. Site Development Plans: (Discussion, as filed and applicable)
 - d. **Accolades:** (Discussion, if any applicable)
- 6. Other Business
- 7. Adjournment

Enclosures:

Minutes from March 19 and March 27, 2019 meetings
Trail Work Map & Memo – March 2019
Financial Review – March 2019
Annual Committee Update / Report to Council
PVR CMRNP – Revised Signage Proposal
Coal Mine Ridge Nature Preserve (CMRNP) Trails – Representative Existing Conditions / Signage Pictures

From: meg abraham

Sent: Tuesday, April 9, 2019 8:39 AM

To: Craig Hughes chards: portolavalley.net; JohnRichards-DG <JRichards@portolavalley.net; Jeff

Aalfs <JAalfs@portolavalley.net>; Ann Wengert <awengert@portolavalley.net>

Cc: Jeremy Dennis < jdennis@portolavalley.net>

Subject: building at frog pond

Dear Town council,

As you know, I am an advocate for low income housing, but Frog Pond Park is not the correct location. I wanted to make sure you are aware of the level of community discontent regarding this idea. The organization to fight this is rapidly gaining steam.

Please do not consider building at Frog Pond Park. Here is why I believe this is a very bad choice:

- 1, It is likely to increase fire hazards in the area
- 2. If is likely to be overridden by ecological/environmental impact studies
- 3. It is dividing the town (we in the older sections of PV are tired of being left to take all the hits while Westridge, Blue Oaks etc are not impacted by repeated changes to zoning).
- 4. When I asked at a town meeting of the ASCC if there was a need for additional low income housing I was told the town was compliant. That was the justification given for larger ADU's. Now hearing that we are not in compliance means that the ADU changes were done under false pretenses and should be reconsidered. The ADU sizes should be adjusted down prior to any relinquishing of town property. This might constitute a legal challenge to the ADU legislation
- 5. It is likely to bring on lawsuits that support challenges by local residents (already in discussion) similar to those brought by residence around Nathorst.
- 6. It is possible that the Ranch HOA can challenge the town ownership of the land due to breach of contract which gave the property for use as open space (I saw this happen a park owned by Los Angeles City LA lost and had to abandon rezoning)
- 7. It will drive the local formation of a HOA here in the Alpine Rd Corte Madera, Willowbrook area which could impact further development including ADU's, Housing at The Sequoias, and parking for open space
- 8. It will not solve the affordable housing problem as these will not be affordable units.
- 9. It will increase organized resistance to building by Stanford, Priory and The Sequoias.
- 10. The traffic in the area is already exceeding the road safety limits. It will require additional road work and safety intervention to secure the school zone crossings and school adjacent properties. The reversing curve presents a hazard for access
- 11. The sight is of historic importance to the town.
- 12 The site is on the scenic corridor and if you violate that rule, it is likely that you will open the town up to lawsuits if others are denied access to their property due to scenic corridor restrictions.
- 13 If the town builds and owns rentals adjacent to the School it will be liable for any issues with children that might arise (including accidents, molestation, pollution or noise issues)

I worry you are not being made aware of the level of unhappiness in the town regarding this idea. Instead please consider a maximum number of units at the Town Center property (two stories with a total sq footage of 450st/ft per unit). Those would be both affordable and on a road with ample access for fire evacuation/road safety. One other idea would be to make car ownership in the town center units cost extra by requiring a parking spot rental (bikes, ebikes and electric motorcycles, et for free).

Thank you for your service to the town

From: Caroline Vertongen

Sent: Wednesday, April 10, 2019 12:29 PM

To: Ann Wengert awengert@portolavalley.net; Jeff Aalfs JAalfs@portolavalley.net; Craig Hughes chughes@portolavalley.net; JohnRichards-DG JRichards@portolavalley.net; MaryannMoise-DG

< Mderwin@portolavalley.net>

Cc: Jeremy Dennis < jdennis@portolavalley.net>; Cara Silver

Subject: Town council issues

Dear Mayor Wengert, Town Council Members and Town Staff,

I was happy to see efforts from PV Town council to share public comments with Portola Valley Constituents. Please make sure you include all content next time.

Unfortunately I was not able to stay during the last Town Council meeting, but I am very happy to see PV constituents participated and addressed many valid concerns. Please allow me to contribute:

1) housing:

As I have expressed over the years. I support all decisions that accommodate the needs for PV constituents, but I oppose all decisions that upset and make PV constituents leave this community. It is clear that affordable housing is a political agenda that was created by the same policy makers who in fact are the same people who created the housing crisis.

The Portola Valley Planning Commission published this draft in October 2014

Is there an updated summary that evaluates the success of that housing plan, how that plan has affected PV constituents, and what needs to be done to satisfy the current needs of PV constituents?

The report brought up a few questions; e. g **In 2014 Stanford** had no desire to develop the Stanford Triangle - now they are. I wonder what has changed. The current application for a 2 car garage again implicates this project will add to the other traffic problems Stanford has created in the Bay Area. Traffic is not the only problem Stanford has created and all issues should be discussed.

Portola Valley did not purchase Al's Nursery on Portola Road because according to the report it was not suitable for affordable housing because it had contamination issues, but Windmill was ultimately allowed to build a preschool where children play and learn. Please provide data that would substantiate how Portola Valley approved that project.

As previously discussed I do not approve any affordable housing for local schools and healthcare facilities as long as there is no improvement in the quality, equity, and safety in education services and healthcare services these employers provide and as long as abusive, fraudulent, illegal and criminal conduct is being covered up.

San Mateo County and Santa Clara County expanded its' Housing Department to promote Housing and Community Development and Housing authorities. Their mission statement confirms they are the catalyst for creating access to more affordable housing, increasing housing for the workforce, and supporting community development, so that housing permanently exists for people with all income levels and generations in San Mateo County.

However, while these initiative continue to increase government jobs, increase government funded programs, increase government spending, and add to California's unfunded liability, we, the tax payer and our family members, do not qualify for these programs and these programs have displaced many PV constituents

I believe that our government laws and public service laws clearly stipulate that your primary responsibility is to take care of your constituents and their needs.

Good governance is to review policies and make sure that decisions promote the common good and ensure the safety and well being for its constituents.

Despite increased taxes, increased funding for law enforcement and fire fighters, Portola Valley has seen a dramatic increase in safety concerns ...

I am glad that PV constituents brought up their concerns during the previous Town Council meeting and raised issues regarding our safety in case of a fire.

I also question if PV has the proper communication methods, the necessary evacuation routes, and emergency team in case a fire breaks out...

Two years ago I discovered that our firefighters they no longer test our fire hydrants. Despite their increased salaries and increased funding, the fire department has delegated that service to the water company. Who keeps those records?

How much of our taxes already go towards fire prevention?

The recent California fires all indicated 2 main problems: fire victims got stuck on the evacuation routes and there were major problems with communication.

Many streets in Portola Valley have fancy gates (e. g the newly installed one at the end of Sausal), but who will open them in case of a fire?

I volunteered many years and participated in the annual emergency drill but stopped because there was no proper communication with Town Hall. Has that been fixed?

As we experienced earlier this year, once electricity is out, all communication is gone. Are we going back to using walkie talkies, do we need to practice the morse code again, and is the radio channel 1680 AM working?

I congratulate Mr. Dennis for the wonderful presentations, but do they bring solutions?

3) Tonight Mr. Dennis is presenting another resolution to establish another government agency: The Flood and Sea Level Rise Resiliency Agency - and he will have a position on that board - Based on our local government laws and Public Service laws I am questioning if Mr. Dennis as Town Manager can be appointed to another public agency without resigning from his current position? How will this agency benefit us, the Tax payer and PV constituent? How much will this agency cost us, the tax payer? and what is this agency trying to solve?

Once again I reviewed the mission statements and despite the wonderful presentation I do not see the causes listed that created climate change (e.g airplane pollution, toxic waste.....), I do not see how the agency will resolve the problems, but I see again an agency that will increase our taxes, increase government jobs without any solutions, and without any accountability.

Thanks for allowing me to express my concerns. I hope you will take the comments of PV constituents seriously and I hope you will consider our concerns before making any decisions.

Caroline Vertongen



Dinner/Meeting Announcement Friday, April 26, 2019

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:

Original Joe's Westlake 11 Glenwood Avenue, Daly City

(650) 755-7400

Schedule:

Social Time (Cash Bar) 5:30pm 6:15pm

City Selection Committee

Meeting

6:30pm **Business Meeting**

6:45pm Dinner 7:00 pm Program 8:30 pm Adjourn

Please contact Chair Glenn Sylvester if you wish to bring up an item for group discussion or give a committee report. email: dalycitycouncilsylvester@gmail.com

Individually Plated Meal Service \$65.00 per person

First Course: Ceasar Salad & French Bread Second Course Options: Chicken Piccata/Joe's Filet of Sole/Eggplant Parmigiana (veg.) Family Style Side Dishes: House Made Meat Raviolis and Sauteed Mixed Vegetables

Dessert: Warm Butter Cake with Vanilla Gelato

Registration is limited to first fifty (50) attendees

Please rsvp by Friday, April 19, 2018, to Charlie Morrow at cmorrow@dalycity.org or (650) 991-8127.

Please make checks payable to:

City of Daly City Attn: Charlie Morrow, Executive Assistant, City Manager's Office 333-90th Street, Daly City, CA 94015



Business Meeting at 6:30pm Friday, April 26, 2019

6:30pm

- Call to Order by Chair Glenn R. Sylvester
- 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

6:45 pm

Dinner

7:00 pm

- Introduction of the Program by Mayor Raymond Buenaventura, Daly City
- PROGRAM: Updates from Guest Speakers, Assemblymember Phil Ting, San Mateo County Supervisor David Canepa.

8:30pm

Meeting Adjourned

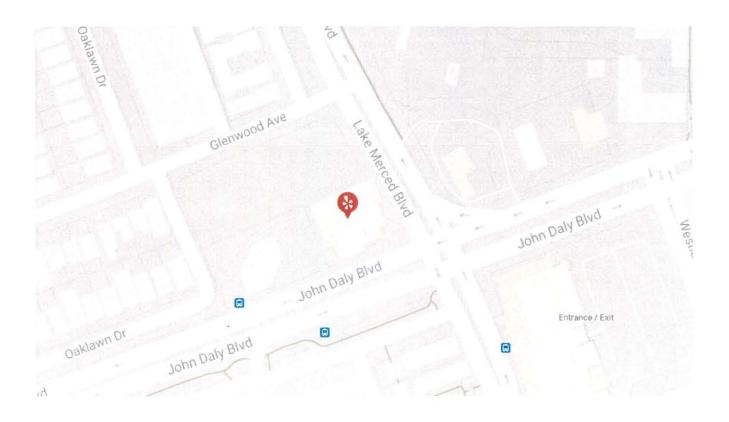
MAP and DIRECTIONS to:

Original Joe's Westlake 11 Glenwood Avenue Daly City, CA 94015

Driving Directions from the Peninsula

U.S.-101 North to I-380 and merge onto I-280 North **or** I-280 North to Exit 49A Take Exit 49A to merge onto Junipero Serra Blvd. toward John Daly Blvd. Turn Left on John Daly Blvd. and continue to Lake Merced Blvd. Turn Right on Lake Merced Blvd. (Original Joe's Westlake on corner) Immediate Left on Glenwood Avenue and arrive at destination

Parking available: off-street lot and street.





Important Customer Message: Prepare for possible power outages and help us reach you. Please visit pge.com/mywildfirealerts to update your contact information today.

RE: Important Message: Take Action Today to Prepare for Possible Public Safety Power Outages

Dear Valued Customer:

Given the growing threat of extreme weather, we want all of our customers to be prepared for potential power outages. If extreme fire danger conditions threaten a portion of the electric system serving your community, it may be necessary for us to turn off electricity in the interest of public safety. This is called a Public Safety Power Shutoff.

What you need to know about Public Safety Power Shutoff

We want all our customers to understand why it may be necessary for us to shut off electric power during times of extreme wildfire risk.

- Before any Public Safety Power Shutoff, we carefully review a combination of criteria such as predictions of strong winds and very low humidity levels, along with critically dry vegetation and on-the-ground observations from field crews.
- Because the energy system relies on power lines working together to provide electricity across cities, counties and regions, your power may be shut off, even if you do not live or work in an area experiencing high winds or other extreme weather conditions. This is done to ensure the safety of all communities and customers.
- If we need to turn off your power, we will attempt to contact you in advance by phone, text and email, and provide updates through social media, local news, radio and the pge.com website.
- We expect to be able to restore power to most of our customers within 24 to 48
 hours after the extreme wildfire risk ends. We urge our customers to prepare for
 longer outages lasting 2 to 5 days in case equipment needs to be repaired or
 other actions are needed to ensure public safety.

Attend a Wildfire Safety Open House

To learn more about how to stay safe and about Public Safety Power Shutoffs, including details on upcoming regional open houses and informational webinars, please visit pge.com/wildfiresafety.

How to better prepare

We know how much our customers rely on electric service and want to work together to help you prepare for potential power outages related to extreme weather or wildfire threats. Here are some important steps you can take today:

- Sign up for alerts by visiting pge.com/mywildfirealerts or call 1-866-743-6589 during normal business hours to update your contact information. We will use this information to alert you through automated calls, texts and emails, when and where possible, prior to a Public Safety Power Shutoff.
- Plan for medical needs like medications that require refrigeration or devices that need power.
- Identify backup charging methods for phones and keep hard copies of emergency numbers.
- Build or restock your emergency kit with flashlights, fresh batteries, first aid supplies and cash.
- Know how to manually open your garage door.

For more information on our wildfire safety efforts and Public Safety Power Shutoffs, including details on upcoming open houses and informational webinars in your region, please visit pge.com/wildfiresafety.

Sincerely,

PG&E Community Wildfire Safety Team

TOWN COUNCIL WEEKLY DIGEST

Thursday - April 18, 2019

- 1. Agenda (CANCELED) Architectural & Site Control Commission Monday, April 22, 2019
- 2. Agenda Conservation Committee Monday, April 15, 2019
- 3. City Selection Committee agenda packet for April 26, 2019

Attached Separates (Council Only)

(placed in your town hall mailbox)

1. Invitation to HIP Housing Annual Luncheon – Thursday, June 6, 2019



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Architectural and Site Control Commission (ASCC) Monday, April 22, 2019 Historic Schoolhouse 765 Portola Road, Portola Valley, CA 94028

NOTICE OF MEETING CANCELLATION

ARCHITECTURAL AND SITE CONTROL COMMISSION MEETING REGULARLY SCHEDULED FOR

Monday, April 22, 2019

Notice is hereby given that the Portola Valley Architectural and Site Control Commission meeting regularly scheduled for April 22, 2019 has been cancelled.

The next regular meeting of the Portola Valley Architectural and Site Control Commission is scheduled for Monday, May 13, 2019 at 7:00 PM, in the Historic Schoolhouse, located at 765 Portola Road, Portola Valley, CA.



TOWN OF PORTOLA VALLEY Conservation Committee Meeting Tuesday, April 23, 2019 – 8:00 PM Historic Schoolhouse 765 Portola Road, Portola Valley, CA

MEETING AGENDA

- 1. Call to Order
- 2. Oral Communications
- 3. Approval of Minutes March 26, 2019
- 4. Current Site Visits
 - A. Subcommittee on Guidelines revision
- 5. Tree Permits
- 6. Old Business
 - A. Oversight of Significant Town Owned Open Space properties updates.
 - 1. Springdown Preserve Chiariello, Plunder, Murphy
 - i. Comprehensive care calendar
 - a. Photo documentation Plunder
 - ii. Management Plan
 - iii. Monarch butterfly habitat
 - iv. Pond
 - v. Report revision for approval Appendix B
 - 2. Frog Pond Eckstrom, Heiple, Murphy
 - i. Ad-Hoc Committee on Guiding Principles
 - ii. Report revision approved March '19
 - 3. Ford Field De Staebler, Magill, Walz
 - i. Report revision approved March '19
 - 4. Town Center Chiariello, Magill, Murphy
 - i. ASCC for screening tennis courts
 - ii. Report revision for approval appendix C
 - 5. Rossotti's Field and ROW De Staebler, Magill, Walz
 - i. Report revision
 - 6. Triangle Park Eckstrom, Heiple, Murphy
 - i. Report completed 3/19 for approval
 - B. Intermediate Properties Analysis and Recommendations
 - 1. #26 Blue Oaks/Los Trancos Neighborhood pond Murphy/Walz
 - 2. #32 Dengler Heiple/Magill submitted
 - 3. #33 Shady Trail parklet Chiariello, Plunder approval of report
 - 4. #Roadside strips Chiariello/Eckstrom
 - C. Tip of the Month Magill
 - D. What's blooming now Magill
 - E. Kudos of the Month Plunder
 - F. BYH De Staebler

- G. Vegetation Management
 - 1. MROSD Plunder
 - 2. Document on Town Fire Safety Chiariello, Magill and Sustainability and Emergency Prep? role now that Ad-Hoc Committee
 - 3. List of high risk and lower risk plants Magill
- H. Committee/Town cooperation
 - 1. Public Works Murphy
 - 2. Sustainability Committee Murphy
 - 3. Trails -
 - 4. Open Space Chiariello
- 7. Budget finalize appendix A
- 8. Paseo del Arroyo shoulder project and planting list
- 9. New Business
 - A. Introduce Keri Chinn, new Communications & Community Engagement Analyst
 - B. Appointment of member to the newly appointed Ad-Hoc Wildfire Preparedness Committee
 - C. Consider change tree removal specification for Bay trees?
 - E. Annual Report
- 10. Adjournment
- 11. Next meeting 5/28/2019, 9:00 am with Howard Young, Public Works Director

Invited: June - Denise Enea

Good evening Clerks:

The 4/26/19 City Selection Committee (CSC) Agenda packet is attached to this email. Please forward this to your Mayor and Council Members.

Please also find two (2) additional attachments:

- A "Proxy Designee Form" for mayors to fill out if they are sending another council member on their behalf to attend this meeting. Please fill out the form and return it to me immediately OR have the designated appointee bring it to the CSC meeting.
 - I have valid proxy forms from the following Cities: Belmont (Filled by Mayor Hurt),
 Burlingame (Filled by Mayor Colson), Colma (Filled by Mayor del Rosario), Daly City (Filled by
 Mayor Buenaventura), Millbrae (Filled by Mayor Lee), Portola Valley (Filled by Mayor
 Wengert), Redwood City (Filled by Mayor Bain), South San Francisco (Filled by Mayor
 Matsumoto), San Mateo (Filled by Mayor Papan), and Woodside (Filled by Mayor Yost).
- An Invitation for the April 26th Dinner/Mtg. from City of Daly City

This is a reminder from Chair Sylvester that "letters of interests" submitted after the published agenda will be respectfully treated as floor nomination at the 4/26 meeting.

Please let me know if you have any questions or concerns.

Best,

Assistant Clerk of the Board of Supervisors Secretary to City Selection Committee



Sukhmani S. Purewal

400 County Center | Redwood City, CA 94063 Tel. (650) 363-1802 | spurewal@smcgov.org

SAN MATEO COUNTY

CITY SELECTION COMMITTEE

Glenn R. Sylvester, Chairperson Sue Vaterlaus, Vice Chairperson

Sukhmani S. Purewal, Secretary 400 County Center Redwood City, 94063 650-363-1802

TO: MAYORS OF SAN MATEO COUNTY

FROM: SUKHMANI S. PUREWAL, SECRETARY

SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE

DATE: APRIL 12, 2019

Vice Mayor Glenn Sylvester, Chairperson of the San Mateo County City Selection Committee called for a meeting of the Committee at **6:15 p.m.** on **Friday, April 26, 2019**, at Original Joe's Westlake, 11 Glenwood Avenue, Daly City CA 94015.

AGENDA

- 1) Roll Call
- 2) Approval of the following minutes:
 - i. Meeting of January 25, 2019; and
 - ii. Meeting of March 14, 2019.
- 3) Selection of one (1) Council Member to serve on the Housing Endowment and Regional Trust (HEART) representing *Cities (All cities eligible)* fulfilling Vice Mayor Ronald Collins' term through February 28, 2021.
 - i. Council Member Sara McDowell, City of San Carlos, is seeking appointment.
- 4) Selection of one (1) Council Member to serve as an *Alternate* on the Local Agency Formation Commission (LAFCo) representing *Cities* (*All cities eligible*) for a term of four (4) years beginning May 7, 2019 through May 1, 2023.
 - i. Mayor Harvey Rarback, City of Half Moon Bay, is seeking reappointment.
- 5) Oral Communications and Announcements
 - i. Public Comment Opportunity for the public to address the San Mateo County City Selection Committee.
 - ii. Any subject not on the agenda may be presented at this time by members of the City Selection Committee. These topics cannot be acted upon or discussed, but may be agendized for a later meeting date.

If you have any questions or require additional information, contact Sukhmani S. Purewal at (650) 363-1802.

SAN MATEO COUNTY

CITY SELECTION COMMITTEE

Glenn R. Sylvester, Chairperson Sue Vaterlaus, Vice Chairperson

Sukhmani S. Purewal, Secretary 400 County Center Redwood City, 94063 650-363-1802

TO: MAYORS OF SAN MATEO COUNTY

FROM: SUKHMANI S. PUREWAL, SECRETARY

SUBJECT: MINUTES OF JANUARY 25, 2019 CITY SELECTION COMMITTEE MEETING

DATE: APRIL12, 2019

DRAFT MINUTES

Vice Mayor Glenn Sylvester, Chairperson of the San Mateo County City Selection Committee called for a meeting of the Committee at **6:15 p.m.** on **Friday, January 25, 2019**, at Coconut Bay Thai Restaurant, 1107 Howard Avenue, Burlingame, CA 94010.

1) Roll Call – The meeting was called to order at 6:17 p.m. The following cities/towns were present: 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, South San Francisco, and Woodside.

Absent: None

2) Approval of the minutes for the meeting of December 14, 2018

Motion: Millbrae Second: San Bruno

Ayes: 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, South San Francisco, and Woodside.

Noes: None Absent: None

- 3) Selection of one (1) Council Member to serve on the Association of Bay Area Governments (ABAG) representing *Cities (All cities are eligible)* fulfilling Council Member Pradeep Gupta's term through June 30, 2019
 - i. Council Member Carlos Romero, City of East Palo Alto, is seeking appointment
 - ii. Mayor Harvey Rarback, City of Half Moon Bay, is seeking appointment
 - iii. Council Member Laura Parmer-Lohan, City of San Carlos, is seeking appointment
 - iv. Vice Mayor Richard Garbarino, City of South San Francisco, is seeking appointment

Chair Glenn Sylvester announced that Council Member Laura Parmer-Lohan, City of San Carlos has withdrawn her nomination.

VOTE RESULTS*

| Richard Garbarino Appointed | Carlos Romero | Harvey Rarback |
|---|---|---------------------------|
| Belmont Brisbane Burlingame Foster City Hillsborough Menlo Park Pacifica Redwood City San Bruno San Mateo S. San Francisco Woodside | Atherton Colma Daly City East Palo Alto Portola Valley San Carlos | Half Moon Bay Millbrae |

- * To be appointed, majority of eleven (11) votes are needed. Vice Mayor Richard Garbarino, City of South San Francisco received the majority and was appointed.
- 4) Selection of five (5) Council Members to serve on the Housing Endowment and Regional Trust (HEART) representing *Cities (All Cities are eligible)* for a term of three (3) years beginning March 1, 2019 through February 28, 2022
 - i. Vice Mayor and Chair Glenn R. Sylvester, City of Daly City, is seeking reappointment
 - ii. Council Member Anne Oliva, City of Millbrae, is seeking reappointment
 - iii. Council Member Michael Brownrigg, City of Burlingame, is seeking appointment
 - iv. Council Member Deborah Penrose, City of Half Moon Bay, is seeking appointment
 - v. Council Member Mark Nagales, City of South San Francisco, is seeking appointment

Motion to appoint the five (5) candidates mentioned above: Millbrae

Second: South San Francisco

Ayes: 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, South San Francisco, and Woodside.

Noes: None Absent: None

- 5) Selection of one (1) Council Member to serve on the Metropolitan Transportation Commission (MTC) representing *Cities (All cities are eligible)* for a term of four (4) years beginning February 10, 2019 through February 9, 2023
 - i. Council Member Alicia C. Aguirre, City of Redwood City, is seeking reappointment
 - ii. Council Member Catherine Mahanpour, City of Foster City, is seeking appointment
 - iii. Council Member Gina Papan, City of Millbrae, is seeking appointment

VOTE RESULTS**

| Gina Papan Appointed | Alicia C. Aguirre | Catherine Mahanpour |
|----------------------|-------------------|---------------------|
| Atherton | Belmont | |
| Brisbane | Colma | |
| Burlingame | East Palo Alto | |
| Daly City | Hillsborough | |
| Foster City | Portola Valley | |
| Half Moon Bay | Redwood City | |
| Menlo Park | San Carlos | |
| Millbrae | S. San Francisco | |
| Pacifica | | |
| San Bruno | | |
| San Mateo | | |
| Woodside | | |

- ** To be appointed, majority of eleven (11) votes are needed. Council Member Gina Papan, City of Millbrae received the majority and was appointed.
- 6) Selection of one (1) Council Member to serve on the Peninsula Corridor Joint Powers Board (CalTrain) representing *Cities (All Cities are eligible)* from among the three Council Members on the San Mateo County Transit District (SamTrans) Board there is no term limit
 - i. Vice Mayor Ronald Collins, City of San Carlos, is seeking appointment

Motion to appoint Vice Mayor Ronald Collins: San Bruno

Second: South San Francisco

Ayes: 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, South San Francisco, and Woodside.

Noes: None Absent: None

7) Oral Communications and Announcements

None

The meeting was adjourned at 6:42 p.m.

SAN MATEO COUNTY

CITY SELECTION COMMITTEE

Glenn R. Sylvester, Chairperson Sue Vaterlaus, Vice Chairperson

Sukhmani S. Purewal, Secretary 400 County Center Redwood City, 94063 650-363-1802

TO: MAYORS OF SAN MATEO COUNTY

FROM: SUKHMANI S. PUREWAL, SECRETARY

SUBJECT: MINUTES OF MARCH 14, 2019 CITY SELECTION COMMITTEE MEETING

DATE: APRIL 12, 2019

DRAFT MINUTES

Vice Mayor Glenn Sylvester, Chairperson of the San Mateo County City Selection Committee called for a meeting of the Committee at **4:00 p.m.** on **Thursday, March 14, 2019**, at Board of Supervisors Chambers, Hall of Justice, 400 County Center Redwood City, CA 94063.

Meeting was called to order by Mayor Sue Vaterlaus, Vice Chairperson of the San Mateo County City Selection Committee at 4:05 p.m.

3) Oral Communications and Announcements

Vacancy list of positions that will be agendized on the April City Selection Committee agenda were read by Vice Chair Sue Vaterlaus.

1) Roll Call – The following cities/towns were present: Atherton, Belmont, Brisbane, Burlingame, Colma, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, and Woodside.

Absent: Daly City and East Palo Alto

2) Selection of two (2) Council Members, representing San Mateo County City Selection Committee to serve on the CASA Legislative Task Force, formed by Association of Bay Area Governments (ABAG) Executive Board and Metropolitan Transportation Commission (MTC)

Daly City arrived at 4:10 p.m.

Chair Glenn Sylvester presiding over the meeting.

Mayor Donna Colson, City of Burlingame; Council Member Cliff Lentz, City of Brisbane; Council Member Catherine Mahanpour, City of Foster City; Council Member Richa Awasthi, City of Foster City; Council Member Laura Parmer-Lohan,

City of San Carlos; Council Member Debbie Ruddock, City of Half Moon Bay; and Mayor Sue Vaterlaus, City of Pacifica were nominated from the floor.

VOTE RESULTS*

| Donna Colson | Cliff Lentz | Laura Parmer- | Catherine Mahanpour | Richa Awasthi | Sue Vaterlaus | Juslyn Manalo | Debbie Ruddock |
|---------------------|---------------------|--------------------------------|--------------------------------|-------------------------|------------------|------------------|-------------------|
| Appointed | | Lohan | nzununpour | 11// 45/1// | , and the second | 1,20,700,00 | 11 |
| Atherton | Atherton | Belmont | Foster City | Daly City | Brisbane | Daly City | Half Moon Bay |
| Burlingame Colma | Belmont Brisbane | Portola Valley Redwood City | Portola Valley Redwood City | Foster City Woodside | Pacifica | San Carlos | |
| Hillsborough | Burlingame | San Bruno | • | | | | |
| Menlo Park | Colma | San Carlos | | | | | |
| Millbrae | Half Moon Bay | S. San Francisco | | | | | |
| Pacifica | Hillsborough | | | | | | |
| San Bruno | Menlo Park | | | | | | |
| San Mateo | Millbrae | | | | | | |
| S. San Francisco | San Mateo | | | | | | |
| Woodside | | | | | | | |

^{*} East Palo Alto was absent. To be appointed, majority of eleven (11) votes are needed. Since Mayors/proxies were voting for two (2) Council Members, only one (1) candidate received the majority. Mayor Donna Colson, City of Burlingame received the majority and was appointed. Second election was held to fill the remaining one (1) position.

Second Election:

Mayor Sue Vaterlaus, City of Pacifica, withdrew her nomination

VOTE RESULTS**

| Cliff Lentz | Laura Parmer- Lohan | Richa Awasthi | Juslyn Manalo | Catherine Mahanpour | Debbie Ruddock |
|---------------|------------------------|------------------|------------------|------------------------|-------------------|
| Atherton | Belmont | Foster City | Daly City | | |
| Brisbane | Portola Valley | | | | |
| Burlingame | Redwood City | | | | |
| Colma | San Bruno | | | | |
| Half Moon Bay | San Carlos | | | | |
| Hillsborough | S. San Francisco | | | | |
| Menlo Park | Woodside | | | | |
| Millbrae | | | | | |
| Pacifica | | | | | |
| San Mateo | | | | | |

** East Palo Alto was absent. To be appointed, majority of eleven (11) votes are needed. Since no candidate received the majority of eleven (11) votes, the committee unanimously decided to hold a third election to fill the remaining one (1) position.

Third Election:

Council Members Juslyn Manalo, City of Daly City and Catherine Mahanpour, City of Foster City, withdrew their nominations

VOTE RESULTS***

| Cliff Lentz Appointed | Laura Parmer-Lohan | Richa Awasthi | Debbie Ruddock |
|-----------------------|--------------------|---------------|----------------|
| Atherton | Belmont | | |
| Brisbane | Daly City | | |
| Burlingame | Hillsborough | | |
| Colma | Portola Valley | | |
| Foster City | Redwood City | | |
| Half Moon Bay | San Carlos | | |
| Menlo Park | S. San Francisco | | |
| Millbrae | | | |
| Pacifica | | | |
| San Bruno | | | |
| San Mateo | | | |
| Woodside | | | |

*** East Palo Alto was absent. To be appointed, majority of eleven (11) votes are needed. Council Member Cliff Lentz, City of Brisbane received the majority and was appointed.

The meeting was adjourned at 4:51 p.m.

CITY OF SAN CARLOS CITY COUNCIL



600 ELM STREET SAN CARLOS, CA 94070 (650) 802-4219 CITYOFSANCARLOS.ORG

March 4, 2019

To: City Selection Committee

Re: Appointment to the Housing Endowment and Regional Trust (HEART) Board of Directors

Honorable Mayors and Councilmembers:

I am writing to ask for your support for appointment to the Housing Endowment and Regional Trust (HEART) Board of Directors. As a newly elected member of the San Carlos City Council, a top priority of mine is to make meaningful progress addressing the housing needs of people at all income levels, especially our low and moderate-income workforce and our seniors.

Prior to being elected, I served on the San Carlos Economic Development Advisory Commission, where I was proud to vote in 2016 to recommend a Commercial Linkage Fee for adoption by our City Council. As Chair of the Commission, I led an outreach program to our local businesses, where the top concern consistently mentioned was the lack of workforce housing and subsequent long commutes for employees which led to constant turnover. Housing is an issue that permeates every aspect of our community. As a parent of two young children, I also served on the Board of the San Carlos Education Foundation, and I have a deep understanding of our school district's struggles to retain teachers as well as after-school childcare staff. These personal experiences in my community have made me passionate about the urgent need for more affordable housing.

HEART's regional approach as a community loan fund to create more affordable homes for all of our residents is impressive. Meaningful progress on affordable housing can be attained when our cities work together in public-private partnerships, leveraging resources and support from the county, the state, the private sector, and nonprofits. Prior to moving home to California, I worked for the U.S. Department of Commerce in Washington, D.C. where I negotiated and implemented international trade policy with Latin America. Should I be elected, I believe my skills and experience successfully working with a broad array of government agencies and constituent groups to craft meaningful policy would serve me well on the Board.

I would deeply appreciate the opportunity to contribute to HEART's critical mission to provide funds for housing development and construction during this transformative time tackling the jobs/housing gap in San Mateo County. I respectfully ask for your support.

Sincerely,

Sara McDowell

San Carlos City Council Member

cc: San Carlos City Council

Mallitowell

RABAJAR.

CITY OF HALF MOON BAY

501 Main Street Half Moon Bay, CA 94019

April 12, 2019

RE: Appointment to the Local Agency Formation Commission (LAFCo)

Dear Honorable Mayors and City Councilmembers:

I write to request your support in serving as an alternate commissioner on LAFCo.

I was first elected to the Half Moon Bay City Council in 2016 and currently serve as Mayor for 2019. Half Moon Bay is one of only a handful of cities entirely within the coastal zone and as such I have worked on many issues involving inter-governmental jurisdictions including the Coastal Commission, the Sewer Authority Mid-Coastside, and the Coastside Fire Protection District. Our Council is working hard to address the serious problem of local affordable housing as well as emergency preparedness. These issues are common to many of our agencies and I believe my experience would be useful in dealing with the type of difficult judgment that LAFCo requires.

I served on the San Mateo County Special District Association for three years where I learned about and voted on many issues related to our representation on LAFCo. I am a longtime member of the Sierra Club and have served on the Executive Board of the Loma Prieta chapter. I serve on the Coastside Emergency Corps, the League of California Cities Coastal Cities Group, and Peninsula Clean Energy.

Professionally, I am a retired physicist, having earned a PhD in physics in 1983. I have worked for the Smithsonian Astrophysical Observatory, the Medical Department at the Brookhaven National Laboratory, and ended my career at the SLAC National Laboratory in Palo Alto where I worked for 14 years as a Senior Application Developer.

Thank you in advance for your consideration. Please contact me at hrs.com or 650-619-1399 if you have any questions or need additional information.

Sincerely,

Harvey Rarback /s/ Mayor, Half Moon Bay

cc: Sukhmani Purewal, City Selection Committee Secretary

Half Moon Bay City Council

Bob Nisbet, Half Moon Bay City Manager