



**TOWN OF PORTOLA VALLEY**  
**Special Sustainability Committee Meeting**  
**Monday, March 15, 2021 10:30 AM**  
**Special Videoconference Meeting via Zoom**

**SPECIAL VIDEOCONFERENCE MEETING AGENDA**

Remote Meeting Covid-19 Advisory: On March 17, 2020, the Governor of California issued Executive Order N- 29-20, suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, Portola Valley Town Council meetings are being conducted electronically. The meeting is not available for in-person attendance. Members of the public may attend the meeting by video or phone linked in this agenda.

**Join Zoom Meeting:**

<https://zoom.us/j/94858565838?pwd=UkFjRVJxcFIXUIZhSGhsVGVVbChjdz09>

**Meeting ID:** 948 5856 5838

**Password:** 567264

**To access the meeting by phone, dial:**

1-699-900-6833

1-877-853-5247 (toll-free)

*Mute/Unmute - press \*6*

*Raise Hand - press \*9*

- 1. Call To Order**
- 2. Oral Communications**
- 3. Approval of February 22, 2021 Minutes**
- 4. Appointment of Secretary**
- 5. Old Business:**
  - a. Updates from Maryann**
  - b. Updates from Brandi**
  - c. Updates from Subcommittees/Review Committee Priorities**
    - i. Blackout Protection – EV/Solar/Battery Backup/Energy Efficiency**
    - ii. Climate Change Reading Discussion Group**
    - iii. Smart Water Meter Implementation**
    - iv. Recruit New Members**
    - v. Capitalize on BayRen and PCE programs for building efficiency, electrification, and EV charging stations**
- 6. New Business:**
  - a. PV Donates (Town Manager – Jeremy Dennis)**
  - b. How to Respond to Misinformation (Rebecca)**
  - c. Preliminary Review of 2021-22 Committee Budget**

**d. Discussion on how Town plans to save water and encourage residents to do the same (Walt)**

**7. Date and topics for next meeting**

**a. Next Meeting: April 19<sup>th</sup> at 10:30 am**

**8. Announcements**

**9. Adjournment**

SUSTAINABILITY COMMITTEE MINUTES  
February 22, 2021

Present

Committee Members: Rebecca Flynn, Walt Hays, Judith Murphy, Loverine Taylor, Stefan Unnerasch  
Council Liaison: Maryann Moise Derwin  
Staff: Brandi de Garneau

**1. Call to Order**

**2. Oral Communications**

Loverine noted that a local microgrid was reported in the Almanac.

**3. Approval of Minutes**

It was noted that several sentences were incomplete. The Minutes were approved subject to their completion.

**4. Old Business**

**a. Updates from Maryann**

- The meeting of the RMCP Committee of CCAG included a presentation by PCE on the Affordability of Electrification.

**b. Updates from Brandi**

- Received permission from Emergency Preparedness Committee to speak at their March or April meeting for 10 minutes on battery backup spreadsheet
- CalWater Smart Water Meter Rate Case final approval at March 18, 2021 CPUC Hearing
- Town is revisiting update to Green Building Ordinance that was started last year; likely will have help from an intern

- Town is using RICAPS template for Climate Action Plan and will continue work on it with help of intern likely in Summer 2021

### **c. Updates from Subcommittees**

- Blackout prep reps (Walt and Stefan) will present to EPC.
- Three minor changes to the Committee's Charter will be presented to the Council.
  - The Committee has a budget of \$2,000 that was supposed to be spent on Earth Day activities for kids, but could instead be used to publicize Blackout report.

### **5. New Business**

- Laura Stec will do a presentation on inductive stoves.

### **6. Topics for Next Meeting (March 15, 10:30)**

- **Emergency power during Blackouts**
- **Induction stoves.**

### **7. Announcements.**

### **8. Adjournment**

Minutes done by Walt Hays, with help from Brandi de Garmeaux



# TOWN OF PORTOLA VALLEY

## STAFF REPORT

---

**TO:** Mayor and Members of the Town Council

**FROM:** Jeremy Dennis, Town Manager

**DATE:** January 27, 2021

**RE:** Donation Program for Small-Scale Town Projects (formerly PV Donates)

### **RECOMMENDATION**

Staff recommends that the Town Council consider the implementation of a donation program to fund small-scale Town projects.

### **BACKGROUND**

The Town's incorporation was made possible by the countless hours and resources volunteers made to implementing a vision of a community where public service and financial support was central. Residents have donated millions of dollars to fund community-benefitting projects, such as the acquisition of open space, reconstruction of Town Center, and other town-defining endeavors.

Providing different ways for residents to participate in the public process is key to the continued success of the Town, and the projects the Town Council, the committees, and residents alike support.

### **DISCUSSION**

The Town does not currently have a program that allows residents to fund/support small-scale projects. While staff, for the purposes of this staff report, did not attempt to define what a "small-scale project" is, staff did create a list of potential projects that such a program could support (Attachment 1).

A program like this exists in many other cities today, typically in the form of a Parks and Recreation program that funds benches, tree plantings, and other such small projects. Donated funds are typically tax deductible, and are supported by some type of acknowledgement that requires further discussion.<sup>1</sup>

Staff believes that many residents would support discreet programs in their areas of interest (trails, fields, sustainability demonstration projects, bicycles, and children/youth) through modest donations.

---

<sup>1</sup> While programs in other cities support branding opportunities (naming facilities and events, for example), the staff strongly recommends that no such opportunities be included as part of any future program.

Such projects should be initially developed by the Town's committees, and could be supported by Council and staff recommendations. The appropriate committee would review resident recommendations.

Staff requests that the Town Council provide feedback on this nascent idea, with additional review by committees as part of the next round of development. Questions for the Council include:

- Should there be a range of funds that could be donated?
- Does the Council wish to discuss recognition of donations at this meeting or a future meeting?
- Are there types of projects that you would want included in this program? Any that should not be included?
- Should such a program be bound by an annual work plan, or be on an ad-hoc basis, as ideas come up?
- Should there be a match to the program from Town funds?

#### **FISCAL IMPACT**

There is no fiscal impact in receiving this staff report and providing guidance. Should such a program be created, there will be modest support from staff/contractors to ensure that any adopted program is implemented and projects are completed.

#### **ATTACHMENT**

1. Ideas for consideration

**ATTACHMENT #1**Donation Program for Small-Scale Town Projects

- Plantings in Right of Way
  - Flowers
  - Seeding
  - Open space improvements
  - Tree donation
- Trail improvements
  - Adopt a Trail
  - Minor work
    - Drainage
    - Grading
    - Fences
    - Tree removal
- Sustainability measures
  - Small-scale demonstration projects, such as rain catchment barrels
  - Climate Fund
- Public Infrastructure
  - Adopt a catch basin
  - Adopt a Public Tree – maintenance
  - Beautification of Village Square, Triangle Park
  - Public Fence Repair/Replacement
  - Tree removal – Fire safety (may be part of Wildfire Preparedness Committee program), or removal of invasive plants and trees
  - Trash Clean-up
- Special Events
  - Holiday Food/Toy Drives
  - Music (Concerts/PV Palooza), Town Picnic, Zots to Tots
- Historic Resources
  - Support for acquisition, cataloging and access
- Parks and Recreation – Support the fields and facilities
- Emergency Preparedness