



TOWN OF PORTOLA VALLEY

8:00 PM – Regular Town Council Meeting

Wednesday, January 28, 2009

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

8:00 PM – CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Councilmember Driscoll, Councilmember Merk, Vice Mayor Toben, Mayor Wengert

ORAL COMMUNICATIONS

(Time Estimate – 5 Minutes)

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** – Recognition of 10 year Anniversary of Planning Technician II, Carol Borck

CONSENT AGENDA

(Time Estimate – 10 Minutes)

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** –Town Council Meeting of January 14, 2009
- (3) **Approval of Warrant List** – January 28, 2009
- (4) **Recommendation by Town Manager** – Cost sharing agreement with the San Mateo County Transportation Authority for the Distribution of Measure A Funds
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Distribution of San Mateo County Measure A Funds for Local Transportation Purposes in Accordance with the 2004 Measure A, Effective January 1, 2009 (Resolution No. __)
- (5) **Recommendation by Town Attorney - Add a State Mandated Fee to Building Permits**
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing Collection of State Mandated Building Permit Fees and Retention of a Portion of those Fees for Administrative Costs and Code Enforcement Education in Accordance with Health & Safety Code Section 18931.6 (Resolution No. __)

REGULAR AGENDA

(Time Estimate – 60 Minutes)

PUBLIC HEARING

- (6) **PUBLIC HEARING** – Regarding the appeal of Michael and Lisa Douglas to the Planning Commission's revocation of Conditional Use Permit X7D-55 for 888 Portola Road
- (7) **PUBLIC HEARING - Report from Town Planner on Recommendation from Planning Commission on proposed Sustainability Element of the Town's General Plan**
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting a Sustainability Element as an Amendment to the General Plan and Findings Under CEQA (Resolution No. __)

Due to size limitations, this document is available for review only at Town Hall

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 35 Minutes)

- (8) **Discussion and Council Action** - Proposed Change in Personnel Policy Employee - Accrued Vacation Buy Out
- (9) **Appointment by Mayor** – 2009 Commissions and Committees
- (10) **Appointment by Mayor** – 2009 Commission and Committee Council Liaisons

(11) **Oral Report from Town Manager** - Status of Town Center Project
There are no written materials for this item.

(12) **Reports from Commission and Committee Liaisons**
There are no written materials for this item.

WRITTEN COMMUNICATIONS

(Time Estimate – 10 Minutes)

(13) **Town Council Weekly Digest** – January 16, 2009

(14) **Town Council Weekly Digest** – January 23, 2009

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)