



TOWN OF PORTOLA VALLEY
8:00 PM – Regular Town Council Meeting
Wednesday, March 14, 2007
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

8:00 PM – CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

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

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.

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.

- (1) **Approval of Minutes** – of Regular Town Council Meeting of February 28, 2007
- (2) **Approval of Warrant List** – March 14, 2007
- (3) **Recommendation by Assistant Town Administrator** - First Amendment to Joint Use Agreement with Portola Valley School District
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving the 1st Amendment to the Joint Use Agreement Between the Town of Portola Valley and The Portola Valley School District Providing for an Interim Location of Town of Portola Valley Public Library on the Campus of Corte Madera School (Resolution No. __)

REGULAR AGENDA

(Time Estimate – 10 Minutes)

- (4) **Recommendation by Assistant Town Administrator** – GreenWaste Recovery Rate Increase
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Allowing a Rate Increase Under the Franchise Agreement for Collection of Garbage, Recyclables and Yard Trimmings Between the Town of Portola Valley and GreenWaste Recovery, Inc., (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 80 Minutes)

- (5) **Report from Town Staff** – Status of Implementation of Town’s Environmentally Preferable Purchasing Policy
- (6) **Discussion and Council Action** - Open Space Acquisition Advisory Committee
 - (a) Proposed letter to select residents with regards to Conservation Easement
- (7) **Discussion and Council Action** – Purchasing Authorization Limit for the Town Administrator, Threshold for Issuance of Purchase Orders and Check-Signing Authority
 - (a) A Resolution of the Town Council of the Town of Portola Valley Increasing the Purchasing Authorization Limit for the Town Administrator, The Expenditure Threshold Requiring Issuance of Purchase Orders, and Modifying Signature Authority for Checks (Resolution No. __)
- (8) **Discussion and Council Action** - Employee Performance Review -Town Administrator and Town Attorney
There are no written materials for this item.
- (9) **Appointment by Mayor** – Community Events Committee

(10) **Oral Report from Town Administrator** – Status of Town Center Project
There are no written materials for this item.

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

WRITTEN COMMUNICATIONS

(Time Estimate – 10 Minutes)

(12) **Town Council Weekly Digest** – March 2, 2007

(13) **Town Council Weekly Digest** – March 9, 2007

CLOSED SESSION

(14) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Government Code Section 54956.9(b)

Significant Exposure to Litigation: one case

(15) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Government Code Section 54957

Title – Town Administrator

REPORT OUT OF CLOSED SESSION

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.

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).

PLEASE NOTE

The time estimates listed on this agenda are offered to guide the flow of the meeting and are not binding.