



TOWN OF PORTOLA VALLEY

7:00 PM – Special Town Council Meeting
Wednesday, October 14, 2009
The Sequoias, Hanson Hall
501 Portola Road, Portola Valley, CA 94028

SPECIAL MEETING AGENDA

7:00 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 Administrative Services Officer, Stacie Nerdaal

CONSENT AGENDA

(Time Estimate – 5 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** – Regular Town Council Meeting of September 23, 2009
(3) **Approval of Warrant List** – October 14, 2009

REGULAR AGENDA

(Time Estimate – 75 Minutes)

- (4) **Report and Discussion by Town Manager – Presentations on Emergency Preparedness**
a. Anne Kopf-Sill - Emergency Preparedness Committee's Addition to Web Site
b. John Carnes - Update on CERPP (Citizens Emergency Response and Preparedness Program)
- (5) **Report by Planning Manager – Definition of Open Space reports from Standing Committees**

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 60 Minutes)

- (6) **Recommendation by Planning Manager and Public Works Director – Follow up to Request for removal of Bay trees from Town Owned Properties**
- (7) **Recommendation by the Cable & Utilities Undergrounding Committee** – Proposed change to Committee Charter
- (8) **Appointment by Mayor** - Member to the Cultural Arts Committee
- (9) **Appointment by Mayor** - Two Council Members to the Ad-Hoc Fire Wise Committee
- (10) **Reports from Commission and Committee Liaisons**
There are no written materials for this item.

WRITTEN COMMUNICATIONS

(Time Estimate – 10 Minutes)

- (11) **Town Council Weekly Digest** – September 25, 2009
(12) **Town Council Weekly Digest** – October 2, 2009
(13) **Town Council Weekly Digest** – October 9, 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)