



TOWN OF PORTOLA VALLEY

7:00 PM – Special Town Council Meeting
Wednesday, September 10, 2008
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

SPECIAL MEETING AGENDA

7:00 PM - CLOSED SESSION

(Time Estimate – 5 Minutes)

(1) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code Section 54957

Title – Town Administrator

There are no written materials for this item.

REPORT OUT OF CLOSED SESSION

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

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

(2) PRESENTATION – Resolution Expressing Gratitude to the Portola Valley School District

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Expressing Appreciation to the Portola Valley School District for Housing the Community's Library during the New Town Center Construction (Resolution No. __)

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.

- (3) **Approval of Minutes** – Regular Town Council Meeting of August 13, 2008
- (4) **Ratification of Warrant List** – August 27, 2008
- (5) **Approval of Warrant List** – September 10, 2008
- (6) **Recommendation by Assistant Town Administrator** – Amended Policies for Use of Town Facilities
- (7) **Recommendation by Town Clerk** – Correction to the Town Council Minutes of September 28, 2005

REGULAR AGENDA

(Time Estimate – 30 Minutes)

- (8) **Recommendation by Public Works Director** – Agreement for Construction Management of Town Center Project Phase 2B and Sausal Creek Restoration
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Fourth Amendment to Agreement Between the Town of Portola Valley and TBI Construction and Construction Management, Inc. (Resolution No. __)
- (9) **Recommendation by Public Works Director** – Notice of Completion for the 2007/2008 Street Resurfacing Project
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to Accept the Completed 2007/2008 Street Resurfacing Project #2008-PW01 and Authorizing Final Payment to G. Bortolotto & Co., Inc. Concerning Such Work, and Directing the Town Clerk to File a Notice of Completion (Resolution No. __)

- (10) **Recommendation by Assistant Town Administrator** – Authorization for Town to Access Information from the California Department of Justice
- (a) A Resolution of the Town Council of the Town of Portola Valley Authorizing the Town to Access Criminal History Information through the California Department of Justice in Connection with Required Fingerprinting Processes (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 30 Minutes)

- (11) **Discussion** - Proposed Emergency Preparedness Training for Town Council and Staff
- (12) **Oral Report from Town Administrator** - Status of Town Center Project
There are no written materials for this item.
- (13) **Reports from Commission and Committee Liaisons**
There are no written materials for this item.

WRITTEN COMMUNICATIONS

(Time Estimate – 10 Minutes)

- (14) **Town Council Weekly Digest** – August 15, 2008
- (15) **Town Council Weekly Digest** – August 22, 2008
- (16) **Town Council Weekly Digest** – August 29, 2008

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. Any writing or documents provided to a majority of the Town Council regarding any item on this agenda will be made available for public inspection at Town Hall located at 765 Portola Road, Portola Valley, CA. during normal business hours.

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)