



TOWN OF PORTOLA VALLEY

8:00 PM – Regular Town Council Meeting

Wednesday, August 13, 2008

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

8:00 PM – CALL TO ORDER 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.

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** – Regular Town Council Meeting of July 23, 2008
- (2) **Approval of Minutes** – Special Town Council Meeting of July 30, 2008
- (3) **Approval of Warrant List** – August 13, 2008
- (4) **Report from Administrative Services Officer** – Annual Report of Fiscal Year Ending June 30, 2008 Budget and Interfund Transfers
- (5) **Recommendation by Assistant Town Administrator** – Disposal of Surplus Property
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing the Disposition of Surplus Property (Modular Building) through Donation to the Peninsula Boys and Girls Club (Resolution No. __)
- (6) **Recommendation by Town Clerk** - League of California Cities Designation of Voting Delegate for 2008 Annual Conference

REGULAR AGENDA

(Time Estimate – 110 Minutes)

- (7) **Presentation by Planning Manager** – Fuel Hazard Assessment Study – Report of Moritz Arboricultural Consulting
- (8) **Report from Assistant Town Administrator** – Request from Los Trancos County Water District for Indication of Support for Issuance of Encroachment Permit from San Mateo County
- (9) **Discussion and Council Action** – Recommended Revision to Current Town Policies for Use of Town Facilities; Including Proposed Prohibition of Consumption of Alcohol on Town's Athletic Fields
- (10) **Recommendation by Public Works Director** – FY 2008-2009 Street Resurfacing Project
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the Town Administrator to Enter into a Professional Services Agreement with Nichols Consulting, CHTD. and to Further Authorize Approval of the Scope of Work for the FY 2008/2009 Street Resurfacing Design (Resolution No. __)
- (11) **Recommendation by Town Administrator** – Amendment to the Joint Exercise Powers Agreement Between the Housing Endowment and Regional Trust "HEART" of San Mateo County
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a First Amended Joint Exercise of Powers Agreement Housing Endowment and Regional Trust of San Mateo County (Resolution No.)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 30 Minutes)

- (12) **Discussion and Council Action** – Portola Valley Community Fund (PVCF) Request for Approval of 3rd Quarter Budget for 2008
- (13) **Oral Report from Town Administrator** - Status of Town Center Project
There are no written materials for this item.
- (14) **Reports from Commission and Committee Liaisons**
There are no written materials for this item.

WRITTEN COMMUNICATIONS

(Time Estimate – 10 Minutes)

- (15) **Town Council Weekly Digest** – July 25, 2008
- (16) **Town Council Weekly Digest** – August 1, 2008
- (17) **Town Council Weekly Digest** – August 8, 2008

CLOSED SESSION

- (18) **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. 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)