



TOWN OF PORTOLA VALLEY

8:00 PM – Regular Town Council Meeting

Wednesday, June 25, 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 June 11, 2008
- (2) **Approval of Warrant List** – June 25, 2008
- (3) **Recommendation by Assistant Town Administrator** – Amendment to Service Agreements
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the Eighth Amendment to Consulting Agreement Between the Town of Portola Valley and Cotton, Shires & Associates, Inc. (Resolution No. __)
 - (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the Ninth Amendment to Consulting Agreement Between the Town of Portola Valley and Spangle Associates (Resolution No. __)
 - (c) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the Eighth Amendment to Agreement for Plan Review Services Between the Town of Portola Valley and Kutzmann and Associates, Inc. (Resolution No. __)
 - (d) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Eighth Amendment to Agreement Between the Town of Portola Valley and Nolte Associates, Inc. (Resolution No. __)
 - (e) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the First Amendment to Services Agreement Between the Town of Portola Valley and CleanStreet (Resolution No. __)
 - (f) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Second Amendment to Agreement Between the Town of Portola Valley and CSG Consultants, Inc. (Resolution No. __)
- (4) **Recommendation by Administrative Services Officer** – Annual Adoption of the Town's Investment Policy
 - (a) Adoption of a Resolution of the Town of Portola Valley Adopting Town Investment Policy (Resolution No. __)

REGULAR AGENDA

(Time Estimate – 60 Minutes)

PUBLIC HEARING

- (5) **PUBLIC HEARING** – Adoption of Fiscal Year 2008-2009 Budget
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting the Operating and Capital Budgets for Fiscal Year 2008-2009 (Resolution No. __)

- (6) **Recommendation by Public Works Director** – Town Center Project / Sausal Creek Daylighting Phase 2
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the Town Administrator to Obtain Proposals And/Or Competitive Bids to Complete Phase 2 of the Sausal Creek Daylighting Project, a Part of the Town Center Project - Town Project #2006-PW03E (Resolution No. __)
- (7) **Recommendation by Town Administrator** – Setting Salary Schedule
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Modifying the Salary Schedule for Fiscal Year 2008-2009 (Resolution No. __)
- (8) **Recommendation by Assistant Town Administrator** – Agreement with Pivot Interiors, Inc. for Town Hall Office Furnishings
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement Between the Town of Portola Valley and Pivot Interiors, Inc. (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 60 Minutes)

- (9) **Discussion and Council Action** – Status Report and Request for Authorization for Staff to obtain Bids to complete Trail Work on the Herb Dengler Preserve
- (10) **Discussion and Council Action** – Portola Valley Community Fund (PVCF) Request for an Endowment Fund Committee
- (11) **Recommendation by Parks & Recreation Committee** –
 - (a) Proposed change in Committee Charter
 - (b) Appointment of New Members
- (12) **Discussion and Council Action** - Selection of Honoree to be Recognized at the 2008 Annual Volunteer Party
- (13) **Oral Report from Town Administrator** - Status of Town Center Project
 - (a) Review Town Center “Green List”
- (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** – June 13, 2008
- (16) **Town Council Weekly Digest** – June 20, 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)