



TOWN OF PORTOLA VALLEY

7:00 PM – Special Joint Meeting of the
Town Council and Planning Commission

Wednesday, April 23, 2008

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

SPECIAL MEETING AGENDA

7:00 PM – CALL TO ORDER AND ROLL CALL

Mayor Derwin, Councilmember Driscoll, Councilmember Merk, Councilmember Toben, Vice Mayor Wengert
Commissioners Elkind, Gilbert, McIntosh, Zaffaroni and Chairman McKitterick

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**

Community Fire Mapping - Presentation and Discussion of the California Department of Forestry and Fire Protection (CAL FIRE) Draft Fire Hazard Severity Zones and work that is currently being undertaken on behalf of the Town.

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.

- (2) **Approval of Minutes** – Regular Town Council Meeting of April 9, 2008
- (3) **Approval of Warrant List** – April 23, 2008
- (4) **Recommendation by Town Administrator** – Revised Town Memorials and Honorary Recognitions Policy

REGULAR AGENDA

(Time Estimate – 30 Minutes)

- (5) **Recommendation by Public Works Director** – Notice of Completion of Phase 1 of the Town Center Project
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to Accept the Completed Town Center Project Phase 1 - Project #2006-PW03 and Authorizing Final Payment Concerning Such Work, and Directing the Town Clerk to File a Notice of Completion (Resolution No. __)
- (6) **Recommendation by Public Works Director** – Amendment to Agreement with El Camino Paving
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing The Town Administrator to Execute a Change Not to Exceed \$15,000 to El Camino Grading, Inc. (Resolution No. __)
- (7) **Recommendation by Assistant Town Administrator** – State of California Integrated Waste Management Board Program Grant application for the Rubberized Asphalt Concrete Chip Seal Grant
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing Application Submittal for Rubberized Asphalt Concrete Chip Seal Grant (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(Time Estimate – 45 Minutes)

- (8) **Report from Ad-Hoc Basement Committee** – Report from meeting of March 20, 2008
- (9) **Appointment by Mayor** – Community Events Committee
- (10) **Recommendation by the Open Space Acquisition Advisory Committee** – Proposed change in Committee Charter

(11) **Oral Report from Town Administrator** - Status of Town Center Project

There are no written materials for this item.

(12) **Reports from Commission and Committee Liaisons**

There are no written materials for this item.

WRITTEN COMMUNICATIONS

(Time Estimate – 10 Minutes)

(13) **Town Council Weekly Digest** – April 11, 2008

(14) **Town Council Weekly Digest** – April 18, 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)