



TOWN OF PORTOLA VALLEY

8:00 PM – Regular Town Council Meeting

Wednesday, September 14, 2005

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

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

Councilmember Comstock, Mayor Davis, Councilmember Driscoll, Councilmember Merk, Vice Mayor Toben

ORAL COMMUNICATIONS

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** – Representatives of CERPP concerning training exercise in October 2005

CONSENT AGENDA

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** – of Regular Town Council Meeting of August 10, 2005
- (3) **Ratification of Warrant List** – August 24, 2005
- (4) **Approval of Warrant List** – September 14, 2005
- (5) **Recommendation by Town Administrator** – William Lettis & Associates Fault Study Agreement
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a License Agreement Between The Town of Portola Valley and William Lettis & Associates, Inc. (Resolution No. __)
- (6) **Recommendation by Town Administrator** – Spangle Associates Agreement for ASCC Special Study
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Letter Agreement Dated May 10, 2005 Between the Town of Portola Valley and Spangle Associates (Resolution No. __)
- (7) **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. __)
- (8) **Recommendation by Public Works Director** - 2005/2006 Street Resurfacing Project #PW2006-01 Bid Award
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Awarding a Contract for the 2005/2006 Resurfacing Project # 2006-PW01 to Valley Slurry Seal Inc., (Resolution No. __)

REGULAR AGENDA

- (9) **Discussion** – Portola Valley School Foundation request for use of Town Center Facilities on May 20, 2006
- (10) **Recommendation by Town Administrator** – Donation Agreement
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Donation Agreement Between the Town of Portola Valley and John Montgomery Kersten and Sheryl Heckmann (Resolution No. __)
- (11) **Recommendation by Public Works Director** – Agreement with CSG for Interim Building Inspection Services
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Professional Services Agreement Between the Town of Portola Valley and CSG Consultants, Inc. (Resolution No. __)
- (12) **Recommendation by Public Works Director** – First Amendment to Agreement with TBI Construction and Construction Management, Inc.
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a First Amendment to Agreement Between the Town of Portola Valley and TBI Construction and Construction Management, Inc. (Resolution No. __)
- (13) **Recommendation by Town Administrator** – First Amendment to Agreement with Zimmerman Lehman for Town's Fundraising Feasibility Project
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of First Amendment to Agreement Between the Town of Portola Valley and Zimmerman Lehman (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (14) **Oral Report from Town Administrator** – Status of Town Center Project
- (15) **Report** - General Fund Year End Review
- (16) **Appointment by Vice Mayor** -- Town Center Outreach Committee
- (17) **Reports from Commission and Committee Liaisons**

WRITTEN COMMUNICATIONS

- (18) **Town Council Weekly Digest** - August 12, 2005
- (19) **Town Council Weekly Digest** - August 19, 2005
- (20) **Town Council Weekly Digest** - August 26, 2005
- (21) **Town Council Weekly Digest** - September 2, 2005
- (22) **Town Council Weekly Digest** - September 9, 2005

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.

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)