



TOWN OF PORTOLA VALLEY

7:30 PM – Special Town Council Meeting

Wednesday, June 22, 2005

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

SPECIAL MEETING AGENDA

7:30 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** by Siegel & Strain Architects on the Schematic Design of the Town Center Master Plan
- (2) **INTRODUCTION AND PRESENTATION** by the Portola Valley Community Fund

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.

- (3) **Approval of Minutes** – of Regular Town Council Meeting of June 8, 2005
- (4) **Approval of Warrant List** – June 22, 2005
- (5) **Recommendation by Cable & Utilities Undergrounding Committee** – Consideration of change in Committee Charter
- (6) **Recommendation by Assistant Town Administrator** – Amendment to Artist Studios' Leases
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the First Amendment to the Lease Agreement Between the Town of Portola Valley and Adele Seltzer (Resolution No. __)
 - (b) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the First Amendment to the Lease Agreement Between the Town of Portola Valley and Stephen Browning (Resolution No. __)
 - (c) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of the First Amendment to the Lease Agreement Between the Town of Portola Valley and Kalani Engles (Resolution No. __)
- (7) **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 Fifth 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 Fifth Amendment to Agreement for Plan Review Services Between the Town of Portola Valley and Kutzmann and Associates, Inc. (Resolution No. __)

REGULAR AGENDA

- (8) **Discussion** - Donation of Open Space/Kersten Property (located above the Hayfields)

PUBLIC HEARING

(9) PUBLIC HEARING – Adoption of Fiscal Year 2005-2006 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 2005-2006 (Resolution No. __)

(10) 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 2005-2006 (Resolution No. __)

(11) Recommendation by Public Works Director – NPDES Assessments

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Recommending that the San Mateo County Flood Control District Impose Basic Charges for Funding the 2005/06 Countywide National Pollution Discharge Elimination System (NPDES) General Program (Resolution__)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(12) Reports from Commission and Committee Liaisons

WRITTEN COMMUNICATIONS

(13) Town Council Weekly Digest – June 10, 2005

(14) Town Council Weekly Digest – June 17, 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 located adjacent to Town Hall.

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)