



TOWN OF PORTOLA VALLEY

8:00 PM - Regular Town Council Meeting

Wednesday, February 25, 2004

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

ORAL COMMUNICATIONS

Persons wishing to address the Town Council on any subject, not on the agenda, 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** - Recognition of 5 year anniversary of Planning Technician, Carol Borck
- (2) **PRESENTATION** - Housing Endowment and Trust of San Mateo County by Supervisor Richard Gordon

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 Special Town Council Meeting of February 9, 2004
- (4) **Approval of Minutes** – of Regular Town Council Meeting of February 11, 2004
- (5) **Approval of Warrant List** – February 25, 2004

REGULAR AGENDA

- (6) **Report from Town Planner** - Review of Draft Housing Element prior to forwarding to State Housing and Community Development

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (7) **Recommendation by Trails & Paths Committee** – Request a memorial for Admiral Quilter
- (8) **Recommendation by Parks & Recreation Committee** – Field Use Policy
- (9) **Reports from Commission and Committee Liaisons**

WRITTEN COMMUNICATIONS

- (10) **Town Council Weekly Digest** – February 13, 2004
- (11) **Town Council Weekly Digest** – February 20, 2004

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 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 those 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)