

# TOWN OF PORTOLA VALLEY

7:30 PM – Regular Town Council Meeting

Wednesday, December 8, 2010

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

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## REGULAR MEETING AGENDA

### 7:30 PM – CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Vice Mayor Driscoll, Councilmember Richards, Mayor Toben, Councilmember Wengert

### 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.

### PRESENTATION – Alan Couch, Branch Manager for Portola Valley and Woodside Libraries, accepting the Green Business Certification Award

*There are no written materials for this item*

### REORGANIZATION OF THE TOWN COUNCIL

- (a) Election of Mayor
- (b) Election of Vice Mayor

### (1) PRESENTATION – Recognition of Donors to the Kersten Property Trails

*There are no written materials for this item.*

### 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 – Special Town Council Meeting of November 10, 2010

### (3) Ratification of Warrant List – November 24, 2010

### (4) Approval of Warrant List – December 8, 2010

### (5) Recommendation by Deputy Building Official – Adoption of the 2010 California Building Code

- (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code], and Section 15.040.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code to Adopt and Updated Building Code (Ordinance No. \_\_)

### (6) Appointment of Representative to the Board of Trustees – of the San Mateo County Mosquito and Vector Control District

### REGULAR AGENDA

### (7) Recommendation by Planning Manager – Adoption of a Resolution in Opposition to the Proposed Cargill Saltworks Project and Discussion of a Formal Response to the Notice of Preparation

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Conveying to the City of Redwood City the Town Council's Opposition to the proposed DMB Redwood City/Saltworks Project as presented in the Notice of Preparation and Support of the Restoration of the Cargill Salt Ponds and their Inclusion in the Don Edwards National Wildlife Refuge (Resolution No. \_\_)
- (b) Discussion of Formal Response to Notice of Preparation

(8) **Recommendation by Planning Manager** – Adoption of a Resolution to Enter into an Agreement with NBS for Comprehensive Fee and Rate Study

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement for Consultant Services between the Town of Portola Valley and NBS (Resolution No. \_\_)

**COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS**

(9) **Discussion and Council Action** – Cultural Arts Committee with Proposed New Location for Tiles

(10) **Discussion and Council Action** – Ford Field State Grant Status and Design Work

(11) **Appointment by Mayor** – Request for Appointment of Members to the Trails and Paths Committee

(12) **Appointment by Mayor** – Request for Appointment of Member to the Cultural Arts Committee

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

*There are no written materials for this item.*

**WRITTEN COMMUNICATIONS**

(14) **Town Council Weekly Digest** – November 12, 2010

(15) **Town Council Weekly Digest** – November 19, 2010

(16) **Town Council Weekly Digest** – December 3, 2010

**CLOSED SESSION -**

(17) **REAL ESTATE NEGOTIATIONS**

**CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Government Code Section 54956.8

Property: Blue Oaks Lots 23, 24, 25 and 26

Negotiators – Town Attorney and Town Manager

**REPORT OUT OF CLOSED SESSION**

**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. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

**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).

#1

There are no written materials for this item.

SPECIAL TOWN COUNCIL MEETING NO. 805, NOVEMBER 10, 2010

Mayor Steve Toben called the meeting to order at The Sequoias at 7:00 p.m., noting that this is the fifth year that the Council has held one of its autumn meetings there and explaining what led to the establishment of this tradition. Inviting the large audience to join in, he led the Pledge of Allegiance and Ms. Howard called the roll.

Present: Councilmembers Maryann Derwin, John Richards and Ann Wengert, Vice Mayor Ted Driscoll and Mayor Steve Toben

Absent: None

Others: Angela Howard, Town Manager  
Sharon Hanlon, Town Clerk  
Sandy Sloan, Town Attorney  
Gary Fitzer, Deputy Building Official  
Leslie Lambert, Planning Manager

ORAL COMMUNICATIONS [7:05 p.m.]

- (1) Presentation – The Sequoia Green Committee with a report on Sustainability Efforts [*Note: Follows Item 4*]

CONSENT AGENDA [7:06 p.m.]

By motion of Vice Mayor Driscoll, seconded by Councilmember Wengert, Item 3 was approved with the following roll call vote:

Aye: Councilmembers Derwin, Richards and Wengert, Vice Mayor Driscoll and Mayor Toben

No: None

- (3) Ratification of Warrant List of November 10, 2010 in the amount of \$108,983.91

REGULAR AGENDA [7:07 p.m.]

- (2) Minutes of Town Council Meeting of October 27, 2010 [*Removed from Consent Agenda*]

By motion of Councilmember Wengert, seconded by Vice Mayor Driscoll, the minutes were approved as amended 3-0 (with Councilmember Richards and Mayor Toben abstaining).

PUBLIC HEARING [7:15 p.m.]

- (4) Public Hearing - Recommendation by Deputy Building Official – Adoption of the 2010 California Building Code
  - (a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Amending Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code], and Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code to Adopt an Updated Building Code (Ordinance No. \_\_)

Mr. Fitzer said that every three years, the State adopts a new California Building Standards Code, and the Town enacts an ordinance adopting the code with local amendments. He noted that new standards

require installation of carbon monoxide (CO) detectors in residential construction, as well as the longstanding requirement for smoke alarms. Mr. Fitzer said that CO detectors, similar in size and operation to smoke detectors, are also available in combination devices (smoke and CO detection) for as little as \$30.

Recapping the local amendments to the State standards in the Portola Valley ordinance, he said that:

- Portola Valley will continue requiring ignition-resistant materials and construction methods. Initially adopted in June 2009 over concerns about grass fires erupting into conflagrations, this amendment has generated no pushback, Mr. Fitzer said. In fact, he noted that the design community has embraced the regulation, finding ways to modify designs to use ignition-resistant materials and construction methods.
- The Town – again in the interest of reducing the potential for a small fire to grow out of control – will continue its requirement that roof coverings have a Class A fire retardant rating, higher than the State's Class B requirement. The Town adopted this ordinance for the first time in 2003.
- Installation of automatic fire-extinguishing systems will be required in new construction of all occupancy types. In the past, the ordinance required sprinkler systems in all structures of 1,000 square feet or more. Sprinkler system requirements, adopted by reference to San Mateo County construction requirements, took effect shortly after the 1991 Oakland Hills fire.
- A California Plumbing Code requirement for earthquake-actuated shutoff valves in new construction will take effect in Portola Valley. Mr. Fitzer noted that parts costs for these valves range from about \$79 for a ¾-inch diameter gas line (typical in single-family homes) to about \$99 for a 1¼-inch line.

In response to Councilmember Derwin, who said that she was thrilled to see that graywater systems are now approved, Mr. Fitzer indicated that California's Uniform Plumbing Code has recognized graywater systems for a number of years, albeit in an appendix, which left implementation up to local jurisdictions. The San Mateo County Environmental Health Department has now modified and adopted the new California ordinance and is now the local authority for graywater systems. Consequently, if a resident wants a graywater system, the application would go to the San Mateo County Environmental Health Department, which would review and inspect engineering of the system. The Town's involvement would be administrative, because alterations to the existing plumbing system would be minor.

When Councilmember Derwin indicated that there has been trouble in the past getting the county to sign on, Mr. Fitzer said that the Planning Department has had ongoing discussions with the health department, not only in regard to getting the regulations made available but in setting up a procedure to help applicants navigate the bureaucratic maze. He said the goal is to make it as simple and clean as possible for both the design community and residents.

Councilmember Wengert inquired about an exception to requirements in Section 15.04.20.A.1.c.iv), which addresses agricultural buildings. She wondered whether any size limitation is attached to that exception. Mr. Fitzer said no, because it proved problematic to require stables and barns to have sprinkler systems. In the early 1990s, when Portola Valley adopted its sprinkler ordinance by reference to San Mateo County regulations, the exception was similar and there has been no further discussion about it to his knowledge. Councilmember Wengert went on to ask whether there have been any issues involving residents converting agricultural buildings to living space. During his absence from the Town, Mr. Fitzer said that he believes one such situation arose, with a one-time stable converted to a second dwelling unit on a property. At the time, the ordinance exempted second units smaller than 750 square feet.

Mayor Toben opened the public hearing, and with no one coming forward with comments or questions, closed it and brought the issue back to the Council for further discussion.

Councilmember Richards, noting that most of the changes to the State code have been in place for some time, with the exception of the graywater system approval, said that he believes it makes sense to approve the proposed ordinance. He then moved to waive further reading, and introduce the Ordinance of the Town Council of the Town of Portola Valley amending Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code], and Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code to Adopt an Updated Building Code (Ordinance No. \_\_\_). Vice Mayor Driscoll seconded, and the motion carried 5-0. (Note: The Second Reading will be on the agenda of the Town Council meeting on December 8, 2010.)

#### PRESENTATION [7:21 p.m.]

(1) Presentation – The Sequoia Green Committee with a report on Sustainability Efforts

Onnolee Trapp, a resident of The Sequoias and chair of its Green Committee, reported on sustainability efforts undertaken by The Sequoias. She said that the facility is directing its sustainability efforts toward improving electrical energy efficiency, reducing water usage, reducing waste and recycling.

The facility's co-generation system, which converts gas to electric power onsite – depending on demand from PG&E – has been in place since 2004, Ms. Trapp said. More recently, an energy audit in October 2009 analyzed repairs and upgrades that could be applied to gas and electric systems. It showed that heating and air conditioning (A/C) systems in the main building would provide the biggest payback; that and many other changes suggested are now in place.

The Sequoias heats water for bathroom, laundry and kitchen use in the apartments, the main building and Health Center, and also provides radiant heat for the apartments. New holding tanks enabling more efficient delivery of hot water at lower boiler temperatures have been installed in half of the apartment buildings over the past several months.

In addition, Ms. Trapp said, a computerized operating system with remote monitoring senses indoor and outdoor temperatures and turns on heat or A/C to levels in programmed thermostats. It has reduced energy use for heating and A/C by 20%. Lighting costs are down 30% thanks to retrofitting fluorescent tube lights with new ballasts and T-8 tubes. Long-lasting, low-wattage LED bulbs have replaced 35-watt halogen bulbs on walkways and in the main building lounge, and instead of 75-watt incandescents, 13-watt compact fluorescent light bulbs (CFLs) now light the hallways. Furthermore, new computerized speed controls on A/C fans in assisted-living buildings and the Skilled Nursing Facility are not only using less energy but also making less noise.

Late August marked the completion of The Sequoias' transformer project, with five new transformers now installed along the perimeter road. Because vibrations from underground boring early in the project ruptured some 1960s-era water pipes, new lines now serve irrigation and fire water needs as well as the facility's buildings. New lawns have replaced those destroyed by excavation, and landscaping plans call for introducing native grasses and drought-tolerant plants and upgrading the sprinkler system over time.

In terms of reduced water usage, the restrooms in The Sequoias' main building were remodeled this summer, Ms. Trapp continued, with motion-activated faucets and hand dryers as well as 1.3-gallons-per-flush toilets. The men's room also has a waterless urinal. The Sequoias will have a Cal Water audit of water usage in kitchens, laundries and apartments this month.

On the waste reduction and recycling fronts, the dining room now supplies lightweight but sturdy reusable plastic containers for takeout meals the residents sometimes enjoy. The Sequoias also bales some 8,000 pounds of cardboard and paper per month, uses compactors to compress trash, and provides a dumpster for garden and lawn cuttings in addition to several large bins for recyclables. The Green Committee posts notices in utility rooms to remind residents what they should not put in for recycling (e.g., Styrofoam), and in laundry rooms to suggest washing a single large load rather than several small loads.

The Sequoias makes it easy for residents to dispose of hazardous wastes, too, including spent batteries, expired and/or unused medications and light bulbs. Although the facility's annual Treasure Sale each September excludes apparel, Ms. Trapp said that this year residents were invited to donate shoes to agencies that help homeless people and job-seekers; in only two months, the effort brought in nearly 200 pairs of shoes and also some warm jackets.

Ms. Trapp said that early this year, students from The Priory worked for community service credits with residents on a Stop Junk Mail Program that Sustainability and Resource Efficiency Coordinator Brandi de Garmeaux had arranged. Another wave of students will be coming to help residents inventory their use of electricity and water, and to identify those who could use low-volume flush toilets, flow-restricting shower heads, etc. Ms. Trapp said that Ms. de Garmeaux is providing considerable advice, resources and support as The Sequoias works toward becoming a Certified Green Business.

Mayor Toben thanked Ms. Trapp for the excellent presentation, and remarking on the apparent ease with which The Sequoias has implemented its sustainability efforts, asked about the obstacles faced and how they were overcome. In response, Ms. Trapp referenced the transformer project. She said there was a lot of yellow tape marking do-not-cross lines, plus puddles and piles of mud to avoid, but people were cooperative. The Green Committee sees many other things to do, including under the "behavior modification" heading – turning off lights when leaving a room, running larger loads of laundry, etc. However, the results of such efforts are difficult to quantify.

In response to a question from Vice Mayor Driscoll, Ira Kurtz, Executive Director of The Sequoias, said that the facility's 20% energy reduction to which Ms. Trapp referred saved about \$80,000.

Councilmember Derwin, who also chairs the Portola Valley Sustainability Committee, reminded the Council that Ms. Trapp serves as a valued member of the Committee. Councilmember Wengert, noting that Ms. Trapp could do a lot of good at a lot of other institutions, asked her whether she'd be taking her show on the road. In response, Ms. Trapp said that the Sustainability Committee in fact is trying to effect changes in behavior in Town residents as well.

#### COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS [7:38 p.m.]

(5) Discussion and Report from Town Manager – Mutual Aid Protocol between the Town and The Sequoias Concerning Emergency Response

Ms. Howard indicated that this item gives the Town Council an opportunity to discuss ongoing conversations of the Mayor, Vice Mayor and Mr. Kurtz about providing mutual aid in the aftermath of any major disaster. Discussion has focused on a number of areas, including:

- Medical Facilities: In the aftermath of an earthquake or other disaster, the medical facilities at The Sequoias could provide a treatment venue and medical staff for injured Town residents, and also a place where doctors, nurses and other medical personnel could meet to help treat victims.
- Medical Supplies: The parties talked about a possible partnership among physicians, the Town and The Sequoias of maintaining a supply of controlled medications at The Sequoias in the event of an emergency.
- Emergency Shelter: The Sequoias might be able to provide temporary shelter and sleeping accommodations for displaced residents, because few facilities in Town can offer that.

One obvious goal, Ms. Howard pointed out, is to formalize these discussions into concrete agreements.

Mayor Toben added that while the wellbeing of its residents would be The Sequoias' first priority in the event of a disaster such as an earthquake, the Town appreciates the stance of the facility's administration in understanding that Portola Valley's ability as a Town to provide medical treatment to residents in need

at the Town Center, for example, would also be viable. The idea, he said, is to systematize emergency response and plan for what will happen someday. Tom Feeney, a retired internist who lives at the Portola Valley Ranch, has been responsible for the medical mobilization there and has shared with Mayor Toben information about functions involved in ensuring that supplies are refreshed annually, that appropriate parties know which individuals will respond in the aftermath of a major event, and other steps that may be applicable to a formalized agreement between the Town and The Sequoias. This would include making sure that communications protocols are in place so that Town officials can reach The Sequoias' Citizens Emergency and Preparedness Program (CERPP) Division, which Mayor Toben noted also is ahead of the curve in many ways relative to other areas in Portola Valley. He said that it is important to align efforts of the various institutional players – local government, The Sequoias, the School District, the Priory, etc. – and reach a clear understanding of how they can support each other.

Mayor Toben said that he is encouraged by the fact that in the years he has served on the Town Council he has seen significant progress toward a greater level of emergency readiness, and is confident that progress will continue.

Vice Mayor Driscoll said that in a small town such as Portola Valley, a lot of residents may be unaware that in the event of a major regional emergency they should be prepared to be self-sufficient for a period of 72 hours. This means that everyone must take individual responsibility for being ready, and prepared to spend three days on their own, with no utilities and possibly no access to public services.

Noting that Ms. Howard's November 10, 2010 memo to the Town Council about this item pointed out the need for members of the Town Council, various commissions and committees and CERPP all be trained to perform duties if staff cannot get to work in the event of an emergency, Councilmember Derwin asked about progress in that regard. As one example, Ms. Howard cited efforts to train Councilmembers to work in the Emergency Operations Center (EOC). She also mentioned that both CERPP and the Woodside Fire Protection District are involved in emergency preparedness training programs. In response to Councilmember Wengert's question about next steps in the process of developing the mutual aid protocol with The Sequoias, Ms. Howard said that she and Mr. Kurtz will meet to come up with a letter of intent to formalize a relationship.

(6) Discussion and Report from Councilmember Derwin – Update on the Proposed Cargill Saltworks Project [7:46 p.m.]

Councilmember Derwin said that on October 12, 2010, Redwood City's Planning, Housing and Economic Development Department released its Notice of Preparation (NOP) of an Environmental Impact Report (EIR) pursuant to the CEQA requirement for the proposed DMB Redwood City Saltworks project. The department also gave notice of three public scoping meetings. Portola Valley's Planning Department received a copy of the 82-page NOP, plus appendix, and now the time has come for the Town Council to weigh in on the document and the project itself, she said.

By way of background, Councilmember Derwin explained that the Saltworks project proposes a mixed-use development to be built on 1,433 acres of tidal marshland located on the shores of San Francisco Bay north of Redwood City and Highway 101, and southeast of Redwood Shores between Marsh Road and Seaport Boulevard. The largest untouched area considered for development in the Bay Area outside of The Presidio, this parcel is used for salt production by Cargill Inc., a Minnesota-based agribusiness that ranks as the largest privately held company in the U.S., with \$115 billion in revenue in 2009. It would be the largest infill project in the Bay to be built in 50 years.

Before its current use, the parcel contained wetlands and salt ponds, and was defined as such in the Bay Plan, the San Mateo County General Plan, Mineral Resources map and other local, state and federal agency documents. The area supports the endangered salt harvest mouse as well as a number of birds, including the west snowy plover, the California black rail and the California clapper rail. Steelhead, Chinook salmon, green sturgeon and harbor seals also inhabit the area. The tidal marshlands not only provide habitat for plants, fish and wildlife, but natural flood protection and cleaner water.



DMB, the developer, is an Arizona-based real estate company specializing in upscale master-planned communities. As currently designed, the Saltworks project will constitute a small city that would be constructed in phases over the next 20 to 30 years, Councilmember Derwin said. The project at this time calls for 8,000 to 12,000 residential housing units in seven neighborhoods – about 30,000 people. By comparison, Menlo Park has a population of 30,648, with 28,900 in Foster City, 79,000 currently in Redwood City and about 4,500 in Portola Valley. Saltworks would contain up to one million square feet of office space, 140,000 square feet of commercial space, five schools (four elementary, one middle), a library, fire station, churches, sports field, walking and bike paths, a bayside park with an educational interpretive center, boating area, ferry terminal, and transit systems to downtown Redwood City and CalTrain. Saltworks would have three access points off Highway 101. As for traffic impacts, she said 80,000 new car trips are predicted daily, 8,000 at rush hours. The Bohannon Project in Menlo Park, which will be built a bit south of the proposed Saltworks, will worsen the traffic problems.

Since the project would be located on a tidal plane (as it is currently zoned), a massive levee would be needed. On the U.S. Geologic Survey map, the area slated for the project appears in bright red, which signifies the most dangerous in the event of an earthquake, with the ground subject to both rupture and liquefaction. The Bay Conservation and Development Commission (BCDC) recently released amendments to the San Francisco Bay Plan, in which it states that the Bay will rise by 11 to 18 inches by mid-century and 23 to 55 inches by 2100.

Cargill purchased water rights for the proposed development in 2008 from the Nickel Family Water Agency in Kern County, good for 35 years with an option for another 35 years – but the deal requires the participation and approval of other public agencies and may require infrastructure improvements as well. In addition to the purchased Kern County water, supplemental water will be needed from Redwood City. Councilmember Derwin said that stormwater runoff will increase substantially, with the addition of 223 acres of impervious-surface paved city streets, and a wastewater facility will likely be needed.

In all of her reading and note-taking about the subject, Councilmember Derwin recalled and shared some words that struck her: *As the second-largest estuary in North America, the San Francisco Bay defines the character of the Bay Area, and how we treat the Bay defines the character of our society.* So the question, she concluded, is: As a little town with a big reputation for thoughtful, environmentally friendly land use policies, what message does Portola Valley want to deliver to Redwood City about this proposed development?

Councilmember Derwin raised several other questions: Do we want to respond in writing to the NOP? If so, do we want to do so in conjunction with Woodside? Do we want to dedicate staff time to drafting a response? If so, how much time? Do we want the Conservation Committee and the Geologic Safety Committee to review and comment? Do we want to assign a Councilmember to help? Do we want to remind Redwood City of the regional visioning process they promised in January 2009? Do we want to join the ranks of Menlo Park, Belmont, St. Helena and the Midpeninsula Regional Open Space District – and to a lesser extent, Woodside and Atherton – in formally opposing or voicing grave concerns about the project by adopting a resolution?

Ms. Lambert said that Blake Lyon, a Redwood City senior planner who is serving Redwood City as the Saltworks development's project manager, has requested a meeting with Planning Department staff to go over the proposal and the environmental review process. She said that she will set up the meeting.

Considering the objections, issues, concerns and potentially fatal flaws in the forefront, Councilmember Wengert asked what rationale led to the project proposal in the first place, and the benefits it would bring in addition to economic development. In response, Councilmember Derwin said that project proponents say that it will provide much-needed housing near transit and employment centers, which will result in less driving. Residents would be living in a walkable, green community. Mostly, she said, the proposal goes to ABAG's projections on the numbers of people who will require housing over the next 30 years. Furthermore, the fact that it is a huge property would minimize the need to find vacant land for housing development that would be scattered here and there down the Peninsula.

Referring to the good questions that Councilmember Derwin posed, Mayor Toben said that he is uncertain about the direction the Council might take at this time. For now, he said, staff suggests monitoring the project while Woodside continues to take the lead. This would conserve Portola Valley's staff resources and require no specific commitment on the part of the Town Council now. Asked what her preferred course of action would be, Councilmember Derwin said that she'd like to see the Council take a formal position opposing the project in a resolution, recognizing that it would be only a symbolic gesture, to reach consensus on how/whether to respond to the NOP, and to decide how much staff time to authorize. She also wanted to hear what her colleagues on the Council are thinking.

Councilmember Wengert said that this issue seems to beg for a regional approach, since much of the argument centers on the Bay as a regional asset, and small cities and towns banding together. She asked for Councilmember Derwin's insights, as the Council's resident expert on regional politics, about any activities related to this proposal underway at county and regional levels, with C/CAG (City/County Association of Governments), Council of Cities, etc. So far, Councilmember Derwin said, "people are ducking the issue...because it's very awkward to get in the face of your neighbors."

Recapping potential approaches on the table, Mayor Toben identified 1) the staff's recommendation to follow Woodside's lead without investing staff time at this point, or 2) a formal stance in opposition to the project. After just seeing the Town Attorney, Councilmember Derwin said that perhaps the Council could discuss the formal resolution idea and come back to it in a subsequent meeting. Still, she said she believes taking a reading on what Councilmembers are thinking makes sense now. She also said that now would be the appropriate time to decide whether to go with the staff recommendation or instead to work on a response to the NOP, perhaps teaming up with Woodside but maybe also doing some extra work on our own.

Mayor Toben noted that with the item on the agenda as "discussion and report," it might be premature to extemporize on a resolution formally opposing the project at this point. Ms. Sloan said that Councilmember Derwin inferred exactly what she wanted to say; the Council's action might be expressing concerns and direct staff to draft a resolution to that end.

Mayor Toben indicated that the Town has received a number of emails from residents on this issue, as well as a draft of a letter that Jon Silver suggested sending to Redwood City.

Responding to Mayor Toben's invitation for public comments, Jon Silver, Portola Road, said that although he understands that Mr. Lyon's meeting with the Planning Department will be a staff-level meeting, he hopes the meeting will be announced and conducted openly because he would very much like to hear what Mr. Lyon has to say. Mr. Silver recalled that Mel Lane, Bill's brother, was the first chairman of BCDC, which emerged from what was probably the largest and most successful grassroots movement in Bay Area history. From the start, he said that BCDC was designed by the State Legislature to fail, to merely pay lip service to stopping Bay fill. The BCDC was so cumbersome it couldn't work – but Mel Lane made it work. Consequently, the days of turning to Bay fill to solve housing and money problems are over, Mr. Silver said, adding that certain ideas are so bad that you don't have to study them much to know it makes no sense to spend more money studying them further.

Mr. Silver recalled a proposal that would have subdivided land in the western hills of Portola Valley and built a road through it where there were active landslides. Although the proposed road was technically feasible – with an elevated road supported by piers driven 300 feet down into bedrock – the Town rejected the proposal. Mr. Silver said that the Cargill proposal is similar – unworthy of further study. He added that when Councilmember Wengert asked why this proposal was being pursued in the first place, he wrote a large dollar sign on his notepad. "It's for money," he said, "but the days of pillaging the Bay for money ought to be over." He further said that he believes it to be incumbent on the Town Council to take a position on behalf of the people of Portola Valley and what the Town stands for, saying that Redwood City should not pursue this further. There is adequate information already in the public record showing that this project is not in the public interest.

In addition, Mr. Silver said that he believes it would be constructive and maybe even diplomatic to engage with Redwood City and if they decide go ahead with the EIR, give them a list of things to look at. In Mr. Silver's view, it does not make sense to follow Woodside's lead or to outsource a job to another community. He said that the Town could draft and pass a resolution saying that this project is obviously not in the public interest, and then comment in greater detail later. "If we can't oppose something this bad," he said, "we might as well pack it up and cash in." As for the cost, he said that response could be developed by volunteers, recalling that the Town's initial Ground Movement Potential Map was partly developed by volunteer geologists, and that the trails map was developed by the likes of Dwight Crowder, Herb Dengler and Dieter Walz on their own time. Mr. Silver said that he would be happy to lend his efforts as a volunteer. As far as the political climate goes, Mr. Silver said that politicians who aspire to higher office do not want to alienate potential contributors with deep pockets such as Cargill, so they are not speaking out against it.

Ms. Trapp, a member C/CAG's San Mateo County Congestion Management and Environmental Quality Committee and Transportation Director for the League of Women Voters, said that she has been involved in transportation and land use issues for nearly 30 years. She said that she remembers proposals for development of Bair Island. She described herself as very process-oriented, and noted that in Ms. Lambert's November 10, 2010 memorandum about the Saltworks proposal, once the current scoping period ends, the city will collate all comments and put together the next step, which is the Alternatives Development Report. A second NOP and a second round of scoping meetings will follow. This is all part of the EIR process, Ms. Trapp explained. Comments need to be registered at this stage, though; if the Town wants to participate in later rounds, is important to get in on the record at this level. That alone is reason enough to make some comment, even if it is neutral, Ms. Trapp concluded.

Annaloy Nickum, Alpine Road, acknowledged Marion Softky, who had been a long-time reporter for the *Country Almanac* before she retired, and said that Ms. Softky has some fascinating documents of the Bay Area master plan from the 1960s. She said that we wouldn't recognize the vision this plan projected, but the only reason why is that legions of people over the years fought against it and established a new vision, with Portola Valley people very much in the forefront. She urged the Town Council to take the strongest possible position and to take the lead as much as possible and pass the resolution that Councilmember Derwin suggested. Ms. Nickum said she does not know a lot about Woodside's position, but suspects that it is not as forceful as it needs to be. Accordingly, she said she wants the Town Council to continue the Town's particular vision and leadership, and pass a strong resolution in opposition to the Saltworks project.

Ms. Softky said that she has been following the Saltworks proposal, and has heard a lot of the "fairly conventional" save-it-versus-develop-it arguments. One element that has drawn little attention, though, is how the project would raise the sea level, as Councilmember Derwin pointed out. Ms. Softky said that some of the more drastic estimates in climate change would increase the sea level by 15 to 20 feet, and the water level should be a much more important part of the discussion than it has been. She cited some excellent presentations by BCDC Executive Director Will Travis, who has said that should sea level rise we will have to spend a lot of money protecting existing infrastructure. In that context, it doesn't make sense to develop new cities in vulnerable areas that also would have to be protected.

Beverly Lipman, Favonio Road, said that long before she came to Portola Valley 20 years ago, Town residents were in the forefront of appreciating and protecting nature – which is what objection to the Saltworks project is all about. She encouraged the Town Council to oppose the proposal.

Phyllis Quilter, Sioux Way, who was the Town's first Park & Recreation Commissioner, said she wanted to second what others have said.

Ward Paine, Mapache Drive, another long-time resident, said that Portola Valley has a reputation as the best environmentally sensitive town or entity on the Peninsula – as well as the East Bay and North Bay. Portola Valley sets the example; not Portola Valley and Woodside, nor Portola Valley and Palo Alto. Portola Valley has more influence than the size of its population might imply, and what the Town does is a lot more important than what many other entities may do. Mr. Paine said that the Town Council ought to

be aware of that, and that sitting on its hands, meditating, referring or deferring won't reflect well on the Town's reputation or its leadership capability.

Marilyn Walter, Coyote Hill Road, said that she concurs with Mr. Paine; this is not a time to meditate but to act.

Barbara Seipp, Cheyenne Point, strongly urged the Town Council to take whatever steps necessary to get in on the process involving the Saltworks proposal and have a voice for Portola Valley. It is important for the Council to step forward on behalf of all the citizenry, including those who did not come to this meeting. She said that she hopes to see Woodside do the same, but Portola Valley is its own valuable entity and many places want to emulate what Portola Valley does.

Mary Paine, Mapache Drive, said that two important considerations are not getting enough attention. For one thing, Cargill claims that it wants to build this project so that people can be closer to where they work, but when asked where the low-income housing will be, they said they would not be building low-income housing but rather make land available to Habitat for Humanity. Secondly, Ms. Paine said that the road that would connect Woodside Road to Marsh Road would go over the development's proposed open space; in other words, she said, a freeway would intersect the wetlands that would remain undeveloped.

Janet Larsen, former resident, said that Atherton, where she lives now, has come out in opposition to the Saltworks proposal, as has the Woodside-Atherton Garden Club and 150 elected officials, plus the Sierra Club, the Audubon Society and many others. The traffic impacts alone would be devastating, she said. It took her 30 minutes to drive from Atherton to The Sequoias because I-280 traffic was so heavy. She indicated that the NOP cutoff will come in February, and Woodside does not expect its comments to be ready until the end of January. As a leader, she added, Portola Valley should take a leadership role in strong opposition to the proposal and get it on the record very soon.

Josh Sonnenfeld is a campaign manager with Save the Bay, which has been working to protect and restore San Francisco Bay since 1961. He said that he spends much of his time working with people in Redwood City to oppose the Saltworks project, and these people are excited to have Portola Valley's involvement. Noting that many of them do not feel they have a voice in the process, he added that they are counting on Portola Valley to help give them that voice and make sure their concerns are addressed. He also expressed appreciation for everyone's involvement in this meeting, because it shows that people really do care about the Bay. Born in 1985, Mr. Sonnenfeld said that many others in his generation don't understand what it's taken to bring the Bay back from the brink. He mentioned the establishment of the Don Edwards National Wildlife Refuge, the largest wetlands restoration project on the West Coast and the second largest in the U.S. (after the Everglades) and said that it has approved the Cargill site for acquisition. As with Bair Island, he said, all that's needed to make the salt ponds part of the refuge is for Redwood City to deny the Saltworks proposal, adhere to its general plan, meet its housing needs downtown and along El Camino Real and other transit corridors, and maintain the momentum of restoring the wetlands and improving the Bay that has been building over the past 40 years. Mr. Sonnenfeld commended the Portola Valley Town Council for even considering action in opposition to the proposal, which he described as a great and necessary step to ensure that viewpoints of the Town's residents are included in the process. He agreed with those who have said it is probably not a good tactic to wait for Woodside, and said it appears to him that Portola Valley is already at the next level, prepared to do more and make sure the regional consensus about the Bay's importance is heard before the NOP deadline (February 28, 2011).

Sandy Patterson, Stonegate Road, thanked the Council for its hard work, deliberations and thoughtful approach to its responsibilities, and urged the Council to show the leadership that it has shown in the past by taking a firm stand now against the Saltworks proposal. Negative impressions of the proposal may even influence Cargill's reaction.

Diana Schilling, The Sequoias, said she has been in Portola Valley for many years, looking at Windy Hill every day. It's there to enjoy thanks in large part to the Midpeninsula Regional Open Space District and all the effort that has gone into preserving that land and preventing overbuilding over the years. "I can't believe that we would invade the Bay," she added.

Mayor Toben closed the public comment period and said that he identified a couple of choice points: 1) to consider a resolution in opposition and/or 2) to undertake the more analytical work toward preparing a formal response to the NOP by February 28, 2011. With that, he invited feedback from the Council.

Councilmember Wengert, noting that this is clearly a precedent-setting issue for Portola Valley, said that hearing from so many residents and hearing again of historic approaches to environmental issues was very beneficial to her. In particular, she said that Ms. Softky's comments about the rising water levels in the Bay had resonated strongly with her, and that she had been concerned when she first heard of this project many years ago, even before we were aware of the impact of global warming. For these reasons, she said she favors a strong statement opposing the project and thinks the timing is right. She also agreed that Portola Valley has been an environmental leader and should continue in that role, but not by discounting the views of other communities. At the same time, she said she favors limiting staff time and out-of-pocket expenses to the extent possible, including consideration of tapping the highly talented community for volunteer help.

Councilmember Richards said he believes strongly in well-considered development projects, including housing. He said it is hard to believe that this proposal is even a possibility in this day and age, with filling the Bay over and done with in 1960. This one is so bad, he said, that he favors making a very strong statement – tonight if possible – and does not favor piggybacking with Woodside. He agreed with Councilmember Wengert that expenditures must be limited, but also said that staff should be used as needed to accomplish the job. He also said that considering Town Planning Consultant George Mader's reputation and the respect he commands, it might be good to enlist his help in some capacity.

Mindful of fiscal concerns and the fact that "the meter could run hard and fast" in working out what the Town wants to say regarding the Saltworks project, Mayor Toben added that we haven't really studied the situation to determine the cost of a full-dress analysis. He also noted that the Town will be incurring expenses in conjunction with formation of the Wireless Task Force, which was not envisioned when the planning budget was finalized. He hopes we can start with the assumption that volunteer help, as Mr. Silver suggested, will be forthcoming.

Councilmember Derwin, describing the NOP as a page-turner, said that she was even more alarmed once she finished it than she was before she started. She said she can't believe anyone would actually buy a house in a toxic area – a feature that she said she had not even mentioned yet. Access will be a nightmare. Presumably properly planned levees could deal with the anticipated rise in sea level; however, if the levees fail in an earthquake, everything will be underwater. She added that she would commit personal funds to hiring a private investigator to find out who is being paid off if this project manages to get through all the regulatory hurdles. In conclusion, she said she believes it's pretty clear that she favors a strong stand in opposition to the project. While she also believes strongly in shared services, after listening to input tonight, she also agrees that Portola Valley should do its own response. She said that a lot can be accomplished in-house and with committee members who have expertise in various areas.

Vice Mayor Driscoll said that he took a position when he first read about the project six months ago, signing a petition in opposition. "It's pretty straightforward for me," he said, "because aside from any impacts on climate change, it just doesn't make sense to put 12,000 homes on the Bay." However, because he shares concerns about spending much taxpayer money in making a strong statement on behalf of Portola Valley, Vice Mayor Driscoll favors either joining with other agencies that oppose the project or using volunteer labor to minimize the expense.

Mayor Toben said that he is comfortable with the direction in which the Council is leaning, and also is aware that Redwood City's councilmembers face pressures that he may not fully appreciate. Redwood City faces constraints that differ from those in Portola Valley.

Calling for careful deliberation with respect to the medium as well as the message, Mayor Toben explained that he would like to build on Mr. Lyon's offer and form a Town Council subcommittee to meet with a counterpart subcommittee from Redwood City to hear their perspective. He believes it is an appropriate courtesy to let them know that Portola Valley is contemplating an aggressive public position on the issue, while being mindful of what the Redwood City officials may be thinking. Some of them may have serious misgivings about this project. As Mayor Toben put it, "It's just the better part of comity" to give them the opportunity to share their thoughts. He said he'd like to take that step to at least demonstrate respect.

Accordingly, as a sequence, Mayor Toben proposed 1) having a Council representative join the Planning Department representatives who meet with Mr. Lyon and 2) inviting a subcommittee of councilmembers from Redwood City to meet with a Portola Valley Town Council subcommittee to explain where we stand and to learn where they stand. In the meantime, he said, the Council should figure out what to assign to the Planning Department in terms of analysis for developing substantive comments in time for submission by February 28, 2011.

Mayor Toben further indicated that he envisions two documents: 1) a resolution upon which to act at the Council's December 8, 2010 meeting; and 2) following an analysis of what we might commit in terms of staff resources, comments incorporating the Town's stance by the NOP deadline.

Asked for her input, Ms. Howard said that she sees several actions: 1) Ms. Lambert meets with Mr. Lyon; 2) Ms. Howard works with the City Manager of Redwood City to set up a meeting of councilmember subcommittees from both Redwood City and Portola Valley; 3) a formal resolution strongly opposing the project goes on the Town Council agenda for December 8, 2010; 4) Portola Valley responds formally to the NOP; in preparation, Ms. Howard and Ms. Lambert determine how much input is needed from Mr. Mader and authorize the necessary work to bring back to the Town Council on either January 12 or January 26, 2011.

Mayor Toben reiterated comments from Councilmembers who expressed their appreciation for the thoughtfulness, clarity and conviction in the comments made by members of the community.

Mr. Silver said that the January dates Ms. Howard mentioned may be too late to effectively involve any volunteers in the process. He reiterated his request that meetings between Portola Valley and Redwood City representatives be announced and open to the public. Mayor Toben said that he could not commit to open meetings and does not think it is appropriate.

Vice Mayor Driscoll said that it might be appropriate to post on the Town website an invitation for people who might want to volunteer if they want to contribute input on the topic. He suggested perhaps creating an ad hoc committee including those individuals. Mayor Toben, while stressing that he does not oppose input, pointed out that ad hoc committees also take staff time to coordinate and manage.

Councilmember Derwin said that a part of the analysis that Ms. Howard and Ms. Lambert might complete for the Council would be a recommendation of how to use other outside resources. It could help in identifying the right individuals in the community – in what she envisions as a broad group – that could contribute. Mayor Toben said that the point about coordination needs emphasis; it would be better to combine our work with others. He also said that Councilmember Derwin would be the logical person to identify individuals in other jurisdictions who would be good contributors.

(7) Reports from Commission and Committee Liaisons [8:50 p.m.]

(a) Trails and Paths Committee

Vice Mayor Driscoll reported that the Trails and Paths Committee interviewed potential candidates at its November 9, 2010 meeting. He said that he is very impressed by the number of people who are turning

out for the nine seats on the Committee. The Mayor and Vice Mayor have about 15 interviews scheduled, including all of the new applicants and all of the incumbents.

(b) Library JPA Governing Board

Councilmember Derwin said that a strategic plan update, budget strategy sessions, the new bookmobile, the recently launched Spanish website and a Food for Fines program were among the items discussed at the recent San Mateo County Library Joint Powers Authority meeting. The first budget strategy session will be held in December. The new bookmobile, which will be launched soon to serve communities that the library doesn't serve, is equipped with a wheelchair lift and features green technology – solar power for electronics, hybrid battery and biodiesel. In Food for Fines, the library will collect nonperishable foods instead of fines for overdue books between November 15 and December 31, 2010.

Councilmember Derwin also reported that for the first time in the history of the San Mateo County Library, a county librarian – Maeve Visser Knoth – was named to serve on the Newbery Award selection committee, a prestigious honor. Also, Portola Valley's library can probably expect higher volume soon, as the Woodside Library will close for renovations from January through March 2011.

(c) Sustainability Committee

Councilmember Derwin indicated that the Sustainability Committee discussed the energy upgrade program at its recent meeting. Acterra finally signed the contract, so they'll be ready to go for their part in the retrofits. The Sustainability Committee received updates from its three subcommittee groups – Focus Group Marketing, Smart Strips and Trip Advisor.

(d) Architectural and Site Control Commission (ASCC)

Councilmember Derwin reported that the ASCC held a field meeting at the Cal Water property where the T-Mobile wireless antenna will reside and decided on a specific location at the site (slightly uphill from the previously designated spot, a little closer to the Kelly residence and a little farther from the Vedders but pretty much equidistant from the two). The ASCC also decided on a 55-foot-tall faux tree and generational plantings. Councilmember Derwin also noted that one of the landscape architects being considered for the project, Tom Klope, was at the site and offered a number of good ideas.

(e) Planning Commission

Councilmember Richards said that the Planning Commission held a study session at its November 3, 2010 meeting, reviewing the proposed update to the General Plan's Housing Element. The topic that generated the most discussion centered on State requirements for housing agricultural workers.

(f) Community Events Committee

Councilmember Wengert reported that the Community Events Committee has finalized plans for the Volunteer Appreciation Holiday Party, which is slated for Friday, December 3, 2010. The Committee has received an application from a prospective new committee member, Meghan Sweet, and is on the lookout for additional recruits.

WRITTEN COMMUNICATIONS [8:58 p.m.]

(8) Town Council 10/29/2010 Weekly Digest – None

- (a) #1 – E-mail to Town Council from Sharon Driscoll regarding donations from the Teen Committee of \$100 to Bill Lane's Memorial Fund for Open Space and \$100 to San Bruno Fire Victim Relief Fund – October 28, 2010

Ms. Howard will move this item to the next Council agenda while clarifying whether the Teen Committee is requesting the Town to make these donations from the General Fund or from the proceeds of its most recent dance. As Mayor Toben pointed out, there are constraints as to what donations can be made from the General Fund if they weren't previously budgeted.

(9) Town Council 11/5/2010 Weekly Digest – None

ADJOURNMENT: [9:00 p.m.]

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Mayor

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Town Clerk



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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

ALMANAC	October Statement	11362	11/24/2010	
			11/24/2010	
PO BOX 1610	0048		11/24/2010	
MENLO PARK	BOA	44147	11/24/2010	0.00
CA 94302				580.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4320	Advertising	580.00	0.00

Check No.	44147	Total:	580.00
Total for	ALMANAC		580.00

AT&T	October Statements	11363	11/24/2010	
			11/24/2010	
PO BOX 989048	441		11/24/2010	
WEST SACRAMENTO	BOA	44148	11/24/2010	0.00
CA 95798-9048				264.18

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	264.18	0.00

Check No.	44148	Total:	264.18
Total for	AT&T		264.18

BALANCE HYDROLOGICS INC.	Hydrologic Services, Springdn	11399	11/24/2010	
			11/24/2010	
800 BANCROFT WAY	945		11/24/2010	
BERKELEY	BOA	44149	11/24/2010	0.00
CA 94710-2227	210043-0810			1,795.00

GL Number	Description	Invoice Amount	Amount Relieved
15-68-4414	CIP10/11 Spring Down OpSpa Imp	1,795.00	0.00

Check No.	44149	Total:	1,795.00
Total for	BALANCE HYDROLOGICS INC.		1,795.00

CARLO BESIO	C&D Refund	11364	11/24/2010	
			11/24/2010	
291 GEORGIA LANE	851		11/24/2010	
PORTOLA VALLEY	BOA	44150	11/24/2010	0.00
CA 94028				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	44150	Total:	1,000.00
Total for	CARLO BESIO		1,000.00

BOB-WIRE ELECTRIC	TC Add'tl Lighting	11400	11/24/2010	
			11/24/2010	
PO BOX 808	0024		11/24/2010	
REDWOOD CITY	BOA	44151	11/24/2010	0.00
CA 94064	12942			7,599.34

GL Number	Description	Invoice Amount	Amount Relieved
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

05-68-4412	CIP10/11 TC Lighting	7,599.34	0.00	
		<u>Check No. 44151</u>	<u>Total:</u>	<u>7,599.34</u>
		<u>Total for</u>	<u>BOB-WIRE ELECTRIC</u>	<u>7,599.34</u>

CASEY CONSTRUCTION INC	Drainage, Westridge, Pinon and	11401	11/24/2010	
	Alpine Road		11/24/2010	
620 HANDLEY TRAIL	2021		11/24/2010	
EMERALD HILLS	BOA	44152	11/24/2010	0.00
CA 94062	736			8,950.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-68-4413	CIP Storm Drain Project	8,950.00	0.00	
		<u>Check No. 44152</u>	<u>Total:</u>	<u>8,950.00</u>
		<u>Total for</u>	<u>CASEY CONSTRUCTION INC</u>	<u>8,950.00</u>

CITY OF REDWOOD CITY	IT Services, October	11365	11/24/2010	
			11/24/2010	
P.O. BOX 3629	586		11/24/2010	
REDWOOD CITY	BOA	44153	11/24/2010	0.00
CA 94064-3629	BR25091			1,799.50

GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4216	IT & Website Consultants	1,799.50	0.00	
		<u>Check No. 44153</u>	<u>Total:</u>	<u>1,799.50</u>
		<u>Total for</u>	<u>CITY OF REDWOOD CITY</u>	<u>1,799.50</u>

CITY OF SAN CARLOS	Peninsula Clerks' Luncheon	11366	11/24/2010	
			11/24/2010	
600 ELM STREET	1327		11/24/2010	
SAN CARLOS	BOA	44154	11/24/2010	0.00
CA 94070				30.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4326	Education & Training	30.00	0.00	
		<u>Check No. 44154</u>	<u>Total:</u>	<u>30.00</u>
		<u>Total for</u>	<u>CITY OF SAN CARLOS</u>	<u>30.00</u>

CLEANSTREET	October Street/Litter Cleanup	11402	11/24/2010	
			11/24/2010	
1937 W. 169TH STREET	0034		11/24/2010	
GARDENA	BOA	44155	11/24/2010	0.00
CA 90247-5254	62062			1,425.55

GL Number	Description	Invoice Amount	Amount Relieved	
20-60-4262	Street Sweeping & ROW Mowing	614.65	0.00	
20-60-4266	Litter Clean Up Program	810.90	0.00	
		<u>Check No. 44155</u>	<u>Total:</u>	<u>1,425.55</u>
		<u>Total for</u>	<u>CLEANSTREET</u>	<u>1,425.55</u>

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

COMCAST	Wi-Fi Internet, 10/21 - 11/20	11403	11/24/2010	
			11/24/2010	
PO BOX 34744	0045		11/24/2010	
SEATTLE	BOA	44156	11/24/2010	0.00
WA 98124-1744				89.90

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	89.90	0.00

Check No.	44156	Total:	89.90
Total for	COMCAST		89.90

COUNTY OF SAN MATEO	FY10-11 Animal Control Service	11384	11/24/2010	
HEALTH DEPARTMENT			11/24/2010	
ATTN: PAMELA MACHADO	0049		11/24/2010	
REDWOOD CITY	BOA	44157	11/24/2010	0.00
CA 94403	AC1011-PV			32,321.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4280	Animal Control	32,321.00	0.00

Check No.	44157	Total:	32,321.00
Total for	COUNTY OF SAN MATEO		32,321.00

EMERG VEHICLE SOLUTIONS INC	Repairs to Radar Trailer	11367	11/24/2010	
			11/24/2010	
3559 HAVEN AVENUE	848		11/24/2010	
MENLO PARK	BOA	44158	11/24/2010	0.00
CA 94025	9172			467.79

GL Number	Description	Invoice Amount	Amount Relieved
30-62-4290	CLEEP Equipment	467.79	0.00

Check No.	44158	Total:	467.79
Total for	EMERG VEHICLE SOLUTIONS INC		467.79

GRAGG PAVING	CIP Storm Drain	11404	11/24/2010	
	Asphalt Drain Relief Berm		11/24/2010	
P.O. BOX 5246	730		11/24/2010	
REDWOOD CITY	BOA	44159	11/24/2010	0.00
CA 94063	2027			4,750.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4413	CIP Storm Drain Project	4,750.00	0.00

Check No.	44159	Total:	4,750.00
Total for	GRAGG PAVING		4,750.00

ROBERT HOOGNER	Refund Bldg Permit	11368	11/24/2010	
			11/24/2010	
210 SHAWNEE PASS	583		11/24/2010	
PORTOLA VALLEY	BOA	44160	11/24/2010	0.00
CA 94028				253.75

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4228	Miscellaneous Refunds	253.75	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	44160	Total:	253.75
Total for	ROBERT HOGNER		253.75

HORIZON	Fittings for Tennis Court	11369	11/24/2010	
P.O. BOX 52758	0289		11/24/2010	
PHOENIX	BOA	44161	11/24/2010	0.00
AZ 85072-2758	1N030070			44.33

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	44.33	0.00

Check No.	44161	Total:	44.33
Total for	HORIZON		44.33

J.W. ENTERPRISES	Portable Lavs, 11/4 - 12/1	11370	11/24/2010	
1689 MORSE AVE	829		11/24/2010	
VENTURA	BOA	44162	11/24/2010	0.00
CA 93003	152553			219.48

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	219.48	0.00

Check No.	44162	Total:	219.48
Total for	J.W. ENTERPRISES		219.48

JORGENSON SIEGEL MCCLURE & FLEGEL	October Statement	11371	11/24/2010	
1100 ALMA STREET	0089		11/24/2010	
MENLO PARK	BOA	44163	11/24/2010	0.00
CA 94025				15,313.64

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	3,938.00	0.00
96-54-4186	Attorney - Charges to Appls	11,375.64	0.00

Check No.	44163	Total:	15,313.64
Total for	JORGENSON SIEGEL MCCLURE &		15,313.64

LCC PENINSULA DIVISION	Annual LCC Peninsula Dues	11372	11/24/2010	
ATTN: Krista Martinelli-Larson			11/24/2010	
CITY OF SO. SAN FRANCISCO	623		11/24/2010	
SO. SAN FRANCISCO	BOA	44164	11/24/2010	0.00
CA 94080				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	100.00	0.00

Check No.	44164	Total:	100.00
Total for	LCC PENINSULA DIVISION		100.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

NANCY LUND	Reimb for Archival Boxes	11373	11/24/2010	
			11/24/2010	
240 GOLDEN HILLS	0241		11/24/2010	
PORTOLA VALLEY	BOA	44165	11/24/2010	0.00
CA 94028				168.03

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4154	Historic Resources Committee	168.03	0.00

Check No.	44165	Total:	168.03
Total for	NANCY LUND		168.03

ANDY MABARDY	C&D Refund	11374	11/24/2010	
			11/24/2010	
10 TAGUS COURT	572		11/24/2010	
PORTOLA VALLEY	BOA	44166	11/24/2010	0.00
CA 94028				2,800.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	2,800.00	0.00

Check No.	44166	Total:	2,800.00
Total for	ANDY MABARDY		2,800.00

MAZE & ASSOCIATES	Audit FYE 6/30/10	11375	11/24/2010	
	Progress Payment		11/24/2010	
3478 BUSKIRK AVENUE	879		11/24/2010	
PLEASANT HILL	BOA	44167	11/24/2010	0.00
CA 94523	25455,25474			8,740.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4180	Accounting & Auditing	7,400.00	0.00
75-00-4375	General Expenses	335.00	0.00
80-00-4375	General Expenses	335.00	0.00
86-00-4375	General Expenses	335.00	0.00
90-00-4375	General Expenses	335.00	0.00

Check No.	44167	Total:	8,740.00
Total for	MAZE & ASSOCIATES		8,740.00

MUNICIPAL CODE CORPORATION	Annual Online Code Hosting Fee	11376	11/24/2010	
			11/24/2010	
P.O. BOX 2235	788		11/24/2010	
TALLAHASSEE	BOA	44168	11/24/2010	0.00
FL 32316	201023			433.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	433.00	0.00

Check No.	44168	Total:	433.00
Total for	MUNICIPAL CODE CORPORATION		433.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

NEXTEL COMMUNICATIONS	Field Cellular for October	11377	11/24/2010	
			11/24/2010	
P.O. BOX 4181	0200		11/24/2010	
CAROL STREAM	BOA	44169	11/24/2010	0.00
IL 60197-4181				245.83

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	95.66	0.00
05-64-4318	Telephones	150.17	0.00

Check No. 44169 Total: 245.83  
 Total for NEXTEL COMMUNICATIONS 245.83

O. NELSON & SON	Mud Removal, Shawnee Pass	11405	11/24/2010	
			11/24/2010	
3355 TRIPP ROAD	634		11/24/2010	
WOODSIDE	BOA	44170	11/24/2010	0.00
CA 94062	122			784.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage	784.00	0.00

O. NELSON & SON	Swale Excavate at Springdown	11406	11/24/2010	
			11/24/2010	
3355 TRIPP ROAD	634		11/24/2010	
WOODSIDE	BOA	44170	11/24/2010	0.00
CA 94062	123			2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
15-68-4414	CIP10/11 Spring Down OpSpa Imp	2,000.00	0.00

O. NELSON & SON	Trail at Town Center	11407	11/24/2010	
			11/24/2010	
3355 TRIPP ROAD	634		11/24/2010	
WOODSIDE	BOA	44170	11/24/2010	0.00
CA 94062	124			3,980.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4270	Trail Surface Rehabilitation	3,980.00	0.00

O. NELSON & SON	CIP Drainage, Portola Road	11408	11/24/2010	
			11/24/2010	
3355 TRIPP ROAD	634		11/24/2010	
WOODSIDE	BOA	44170	11/24/2010	0.00
CA 94062	124			2,120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4413	CIP Storm Drain Project	2,120.00	0.00

Check No. 44170 Total: 8,884.00  
 Total for O. NELSON & SON 8,884.00

OFFICE EQUIPMENT FINANCE SERV	November Copier Lease	11378	11/24/2010	
			11/24/2010	
P. O. BOX 790448	472		11/24/2010	
ST. LOUIS	BOA	44171	11/24/2010	0.00
MO 63179	163459696			408.92

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	408.92	0.00

Check No. 44171 Total: 408.92

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for OFFICE EQUIPMENT FINANCE SE 408.92

PACIFIC GEOTECHNICAL ENG'G	Geotechnical, C-1 Trail	11409	11/24/2010	
			11/24/2010	
16055-D CAPUTO DRIVE	737		11/24/2010	
MORGAN HILL	BOA	44172	11/24/2010	0.00
CA 95037	101115			4,360.25

GL Number	Description	Invoice Amount	Amount Relieved
96-00-4528	C-1 Trail	4,360.25	0.00

Check No. 44172 Total: 4,360.25

Total for PACIFIC GEOTECHNICAL ENG'G 4,360.25

QUALITY STRIPING INC	Re-striping (incl'g SR2S)	11410	11/24/2010	
			11/24/2010	
3364 MARISMA ST	0247		11/24/2010	
SAN MATEO	BOA	44173	11/24/2010	0.00
CA 94403	7656			3,152.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	3,152.00	0.00

Check No. 44173 Total: 3,152.00

Total for QUALITY STRIPING INC 3,152.00

DIANA RAINES	Reimb for Holiday Party	11379	11/24/2010	
			11/24/2010	
4205 ALPINE ROAD	0186		11/24/2010	
PORTOLA VALLEY	BOA	44174	11/24/2010	0.00
CA 94028				440.38

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Picnic/Holiday Party	440.38	0.00

Check No. 44174 Total: 440.38

Total for DIANA RAINES 440.38

RED LOTUS	Balance of Catering	11380	11/24/2010	
	Holiday Party		11/24/2010	
3130 ALPINE ROAD	2014		11/24/2010	
PORTOLA VALLEY	BOA	44175	11/24/2010	0.00
CA 94028				2,747.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Picnic/Holiday Party	2,747.00	0.00

Check No. 44175 Total: 2,747.00

Total for RED LOTUS 2,747.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

RON RAMIES AUTOMOTIVE, INC.	Repairs to Trailer Tailgate	11381	11/24/2010	
		5906	11/24/2010	
115 PORTOLA ROAD	422		11/24/2010	
PORTOLA VALLEY	BOA	44176	11/24/2010	0.00
CA 94028	34546			576.21

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	576.21	0.00

RON RAMIES AUTOMOTIVE, INC.	Fuel Statement, Oct 2010	11382	11/24/2010	
			11/24/2010	
115 PORTOLA ROAD	422		11/24/2010	
PORTOLA VALLEY	BOA	44176	11/24/2010	0.00
CA 94028				25.96

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	25.96	0.00

Check No.	44176	Total:	602.17
Total for	RON RAMIES AUTOMOTIVE, INC.		602.17

SAN MATEO CO INF SERVICES	October M/W Channel	11383	11/24/2010	
			11/24/2010	
455 COUNTY CENTER, 3RD FLOOR	0307		11/24/2010	
REDWOOD CITY	BOA	44177	11/24/2010	0.00
CA 94063	1YPV11010			76.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerg Preparedness Committee	76.00	0.00

Check No.	44177	Total:	76.00
Total for	SAN MATEO CO INF SERVICES		76.00

SAN MATEO SHERIFF	FY10/11, 2nd Qtr Law Enforcemnt	11385	11/24/2010	
OFFICE OF EMERGENCY SERVICES			11/24/2010	
400 COUNTY CENTER	0119		11/24/2010	
REDWOOD CITY	BOA	44178	11/24/2010	0.00
CA 94063-0978	8635			191,117.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4282	San Mateo County Sheriff's Ofc	136,547.25	0.00
10-62-4284	COPS Addl Traffic Patrols	9,139.50	0.00
30-62-4284	COPS Addl Traffic Patrols	45,430.25	0.00

Check No.	44178	Total:	191,117.00
Total for	SAN MATEO SHERIFF		191,117.00

SHELTON ROOFING	C&D Refund, 1 Coalmine View	11386	11/24/2010	
			11/24/2010	
1988 LEGHORN	0309		11/24/2010	
MOUNTAIN VIEW	BOA	44179	11/24/2010	0.00
CA 94043				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	44179	Total:	1,000.00
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
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State/Province Zip/Postal	Invoice Number			Check Amount

Total for SHELTON ROOFING 1,000.00

SPECTROS	C&D Refund, 808 Portola	11387	11/24/2010	
			11/24/2010	
808 PORTOLA ROAD	565		11/24/2010	
PORTOLA VALLEY	BOA	44180	11/24/2010	0.00
CA 94028				2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	2,000.00	0.00

Check No. 44180 Total: 2,000.00

Total for SPECTROS 2,000.00

CONNIE STACK	Instructor Fee	11389	11/24/2010	
			11/24/2010	
10127 LAMPLIGHTER SQUARE	648		11/24/2010	
CUPERTINO	BOA	44181	11/24/2010	0.00
CA 95014				1,536.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,536.00	0.00

Check No. 44181 Total: 1,536.00

Total for CONNIE STACK 1,536.00

STANTEC CONSULTING	C&D Refund, 105 Portola	11388	11/24/2010	
			11/24/2010	
15575 LOS GATOS BLVD	575		11/24/2010	
LOS GATOS	BOA	44182	11/24/2010	0.00
CA 95032				405.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	405.00	0.00

Check No. 44182 Total: 405.00

Total for STANTEC CONSULTING 405.00

STAPLES	October Statement	11390	11/24/2010	
			11/24/2010	
STAPLES CREDIT PLAN	430		11/24/2010	
DES MOINES	BOA	44183	11/24/2010	0.00
IA 50368-9020				642.60

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	642.60	0.00

Check No. 44183 Total: 642.60

Total for STAPLES 642.60

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SUSTAINABLE SILICON VALLEY	2011 Annual Dues	11391	11/24/2010	
			11/24/2010	
P.O. BOX 576	921		11/24/2010	
SANTA CLARA	BOA	44184	11/24/2010	0.00
CA 95052-0576	710			1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	1,000.00	0.00

Check No.	44184	Total:	1,000.00
Total for	SUSTAINABLE SILICON VALLEY		1,000.00

BARBARA TEMPLETON	October Transcription	11392	11/24/2010	
			11/24/2010	
304 MELVEN COURT	369		11/24/2010	
SAN LEANDRO	BOA	44185	11/24/2010	0.00
CA 94577-2011	615			1,428.75

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4188	Transcription Services	1,428.75	0.00

Check No.	44185	Total:	1,428.75
Total for	BARBARA TEMPLETON		1,428.75

THERMAL MECHANICAL, INC	September Service	11412	11/24/2010	
			11/24/2010	
425 ALDO AVENUE	955		11/24/2010	
SANTA CLARA	BOA	44186	11/24/2010	0.00
CA 95054	PM-46074			1,426.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	1,426.00	0.00

Check No.	44186	Total:	1,426.00
Total for	THERMAL MECHANICAL, INC		1,426.00

TOWNSEND MGMT, INC	October Applicant Charges	11393	11/24/2010	
			11/24/2010	
P.O. BOX 24442	609		11/24/2010	
SAN FRANCISCO	BOA	44187	11/24/2010	0.00
CA 94124				3,608.10

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	3,608.10	0.00

TOWNSEND MGMT, INC	Engineering Services, Oct 2010	11411	11/24/2010	
			11/24/2010	
P.O. BOX 24442	609		11/24/2010	
SAN FRANCISCO	BOA	44187	11/24/2010	0.00
CA 94124	200064-10-10A			285.00

GL Number	Description	Invoice Amount	Amount Relieved
20-54-4192	Engineer Services	285.00	0.00

Check No.	44187	Total:	3,893.10
Total for	TOWNSEND MGMT, INC		3,893.10

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

US POSTAL SERVICE	Replenish Postage Meter	11394	11/24/2010	
		5905	11/24/2010	
U.S. POSTAL SERVICE CMRS-FP	0127		11/24/2010	
LOS ANGELES	BOA	44188	11/24/2010	0.00
CA 90096-4707				2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4316	Postage	2,000.00	0.00

Check No.	44188	Total:	2,000.00
Total for	US POSTAL SERVICE		2,000.00

ERIN VALENTI	Refund Soccer Fee	11395	11/24/2010	
			11/24/2010	
275 HAWTHORNE AVE	573		11/24/2010	
PALO ALTO	BOA	44189	11/24/2010	0.00
CA 94301				125.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4160	Parks & Rec Adult Sports	125.00	0.00

Check No.	44189	Total:	125.00
Total for	ERIN VALENTI		125.00

WESTRIDGE ARCHITECTURAL	Annual 2011 Assessment	11397	11/25/2010	
SUPERVISING COMMITTEE			11/24/2010	
P.O. BOX 151	0258		11/24/2010	
PORTOLA VALLEY	BOA	44190	11/24/2010	0.00
CA 94028				60.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	60.00	0.00

Check No.	44190	Total:	60.00
Total for	WESTRIDGE ARCHITECTURAL		60.00

WOLFPACK INSURANCE	December Dental/Vision	11396	11/16/2010	
			11/24/2010	
SMALL BUSINESS BENEFIT PLAN	0132		11/16/2010	
BELMONT	BOA	44191	11/24/2010	0.00
CA 94402				2,256.20

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4090	Health Ins Dental & Vision	2,256.20	0.00

Check No.	44191	Total:	2,256.20
Total for	WOLFPACK INSURANCE		2,256.20

ELIZABETH WRIGHT	Fall Instructor Fee	11398	11/24/2010	
			11/24/2010	
147 HEDGE ROAD	620		11/24/2010	
MENLO PARK	BOA	44192	11/24/2010	0.00
CA 94025				44.80

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	44.80	0.00

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Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	44192	Total:	44.80
Total for	ELIZABETH WRIGHT		44.80

Total Invoices: 51

Grand Total:	318,995.49
Less Credit Memos:	0.00
Net Total:	318,995.49
Less Hand Check Total:	0.00
Outstanding Invoice Total:	318,995.49

**TOWN OF PORTOLA VALLEY**  
**Warrant Disbursement Journal**  
**November 24, 2010**

Claims totaling \$318,995.49 having been duly examined by me and found to be correct are hereby approved and verified by me as due bills against the Town of Portola Valley.

Date \_\_\_\_\_

\_\_\_\_\_  
Angela Howard, Treasurer

Motion having been duly made and seconded, the above claims are hereby approved and allowed for payment.

Signed and sealed this (Date) \_\_\_\_\_

\_\_\_\_\_  
Sharon Hanlon, Town Clerk

\_\_\_\_\_  
Mayor

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST  
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Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

BANK OF AMERICA	November Statement	11413	12/08/2010	
Bank Card Center			12/08/2010	
P.O. BOX 53155	0022		12/08/2010	
PHOENIX	BOA	44213	12/08/2010	0.00
AZ 85072-3155				2,003.06

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	9.99	0.00
05-64-4312	Office Equipment	1,493.90	0.00
05-64-4322	Dues	40.00	0.00
05-64-4326	Education & Training	70.00	0.00
05-64-4336	Miscellaneous	8.99	0.00
05-66-4340	Building Maint Equip & Supp	20.18	0.00
05-66-4342	Landscape Supplies & Services	360.00	0.00

Check No.	44213	Total:	2,003.06
Total for	BANK OF AMERICA		2,003.06

BOB-WIRE ELECTRIC	Fiber & Telephone Hookups	11414	12/08/2010	
			12/08/2010	
PO BOX 808	0024		12/08/2010	
REDWOOD CITY	BOA	44214	12/08/2010	0.00
CA 94064	12926			5,190.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	5,190.00	0.00

BOB-WIRE ELECTRIC	Repairs to TC Buildings	11415	12/08/2010	
			12/08/2010	
PO BOX 808	0024		12/08/2010	
REDWOOD CITY	BOA	44214	12/08/2010	0.00
CA 94064	12944			456.80

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	163.89	0.00
05-66-4346	Mechanical Sys Maint & Repair	292.91	0.00

Check No.	44214	Total:	5,646.80
Total for	BOB-WIRE ELECTRIC		5,646.80

COAST LANDSCAPE MGMT, INC	Mainline Repairs	11416	12/08/2010	
			12/08/2010	
1474 BERGER DRIVE	949		12/08/2010	
SAN JOSE	BOA	44215	12/08/2010	0.00
CA 95112	382100			220.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	220.00	0.00

Check No.	44215	Total:	220.00
Total for	COAST LANDSCAPE MGMT, INC		220.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

COLMA FIRE DIST SOCIAL CLUB	Dinner Meeting, Derwin	11417	12/08/2010	
			12/08/2010	
ATTN KRISTINE KROW	626		12/08/2010	
COLMA	BOA	44216	12/08/2010	0.00
CA 94014-3212				40.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4327	Educ/Train: Council & Commissn	40.00	0.00
		Check No. 44216	Total: 40.00
		Total for	COLMA FIRE DIST SOCIAL CLUB 40.00

COMCAST	Internet at Schoolhouse	11418	12/08/2010	
	11/21 - 12/20		12/08/2010	
PO BOX 34744	0045		12/08/2010	
SEATTLE	BOA	44217	12/08/2010	0.00
WA 98124-1744				64.90

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	64.90	0.00
		Check No. 44217	Total: 64.90
		Total for	COMCAST 64.90

JULIA DILLINGHAM	Fall Newsletter	11419	12/08/2010	
		5903	12/08/2010	
P.O. BOX 620175	748		12/08/2010	
WOODSIDE	BOA	44218	12/08/2010	0.00
CA 94062				6,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4310	Town Publications	6,000.00	0.00
		Check No. 44218	Total: 6,000.00
		Total for	JULIA DILLINGHAM 6,000.00

ESPOSTO'S CATERING	Firewise Event, 10/8/10	11420	12/08/2010	
		5908	12/08/2010	
112 SOUTH BOULEVARD	1348		12/08/2010	
SAN MATEO	BOA	44219	12/08/2010	0.00
CA 94402	24482			654.34

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4333	Fire Prevention	654.34	0.00
		Check No. 44219	Total: 654.34
		Total for	ESPOSTO'S CATERING 654.34

FEDEX	Ship Charges	11421	12/08/2010	
			12/08/2010	
P.O. BOX 7221	0066		12/08/2010	
PASADENA	BOA	44220	12/08/2010	0.00
CA 91109-7321	7-298-93185			12.21

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	12.21	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	44220	Total:	12.21
Total for	FEDEX		12.21

FFF ROOFING	C&D Refund, 185 Golden Oak	11422	12/08/2010	
657 GAUNDABERT LANE	583		12/08/2010	
SAN JOSE	BOA	44221	12/08/2010	0.00
CA 95136				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	44221	Total:	1,000.00
Total for	FFF ROOFING		1,000.00

JEANNETTE FOWLER	Reimb for Cultural Arts Comm	11423	12/08/2010	
10 OHLONE	0300		12/08/2010	
PORTOLA VALLEY	BOA	44222	12/08/2010	0.00
CA 94028				24.99

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	24.99	0.00

Check No.	44222	Total:	24.99
Total for	JEANNETTE FOWLER		24.99

GRAGG PAVING	Deposit Refund, 70 Pine Ridge	11424	12/08/2010	
P.O. BOX 5246	730		12/08/2010	
REDWOOD CITY	BOA	44223	12/08/2010	0.00
CA 94063				90.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	90.00	0.00

Check No.	44223	Total:	90.00
Total for	GRAGG PAVING		90.00

ICLEI	2011 Dues	11426	12/08/2010	
Local Gov'ts for Sustainabilit			12/08/2010	
180 CANAL STREET	929		12/08/2010	
BOSTON	BOA	44224	12/08/2010	0.00
CA 02114	M2011-0330			600.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	600.00	0.00

Check No.	44224	Total:	600.00
Total for	ICLEI		600.00



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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

IZMIRIAN ROOFING	C&D Refund, 180 Crescent	11427	12/08/2010	
			12/08/2010	
229 S. RAILROAD AVE	768		12/08/2010	
SAN MATEO	BOA	44225	12/08/2010	0.00
CA 94401				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	44225	Total:	1,000.00
Total for	IZMIRIAN ROOFING		1,000.00

KDSA CONSULTING LLC	December Spam Filter	11429	12/08/2010	
			12/08/2010	
1600 OSGOOD STREET	555		12/08/2010	
N. ANDOVER	BOA	44226	12/08/2010	0.00
MA 01845	011559			75.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	75.00	0.00

Check No.	44226	Total:	75.00
Total for	KDSA CONSULTING LLC		75.00

LESLIE LAMBERT	November Mileage Reimb	11430	12/08/2010	
			12/08/2010	
80 CHESTER CIRCLE	0291		12/08/2010	
LOS ALTOS	BOA	44227	12/08/2010	0.00
CA 94022				71.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4328	Mileage Reimbursement	71.00	0.00

Check No.	44227	Total:	71.00
Total for	LESLIE LAMBERT		71.00

YOLANDA LOPEZ	Community Hall Deposit Ref	11431	12/08/2010	
			12/08/2010	
70 REDWOOD WAY	627		12/08/2010	
ATHERTON	BOA	44228	12/08/2010	0.00
CA 94027				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	1,000.00	0.00

Check No.	44228	Total:	1,000.00
Total for	YOLANDA LOPEZ		1,000.00

JANET MCDOUGALL	Mileage Reimb	11432	12/08/2010	
			12/08/2010	
765 PORTOLA ROAD	769		12/08/2010	
PORTOLA VALLEY	BOA	44229	12/08/2010	0.00
CA 94028				64.40

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4328	Mileage Reimbursement	64.40	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	44229	Total:	64.40
Total for	JANET MCDOUGALL		64.40

DAVE MURDOCH	Deposit Refund, 3639 Alpine	11425	12/08/2010	
P.O. BOX 620346	575		12/08/2010	
WOODSIDE	BOA	44230	12/08/2010	0.00
CA 94062				522.40

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	522.40	0.00

Check No.	44230	Total:	522.40
Total for	DAVE MURDOCH		522.40

JON MYERS	Reimb for PVASL Exps	11433	12/08/2010	
4540 ALPINE ROAD	900		12/08/2010	
PORTOLA VALLEY	BOA	44231	12/08/2010	0.00
CA 94028				1,145.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4160	Parks & Rec Adult Sports	1,145.00	0.00

Check No.	44231	Total:	1,145.00
Total for	JON MYERS		1,145.00

NOLTE ASSOCIATES INC.	Culvert Assessment, Shawnee	11434	12/08/2010	
2495 NATOMAS PARK DRIVE	0104		12/08/2010	
SACRAMENTO	BOA	44232	12/08/2010	0.00
CA 95833-2935	10150180			1,485.00

GL Number	Description	Invoice Amount	Amount Relieved
20-54-4192	Engineer Services	1,485.00	0.00

NOLTE ASSOCIATES INC.	Applicant Charges, 10/1-11/11	11435	12/08/2010	
2495 NATOMAS PARK DRIVE	0104		12/08/2010	
SACRAMENTO	BOA	44232	12/08/2010	0.00
CA 95833-2935				1,203.81

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	1,203.81	0.00

Check No.	44232	Total:	2,688.81
Total for	NOLTE ASSOCIATES INC.		2,688.81

O. NELSON & SON	Ditch Cleanout, Alpine Road	11436	12/08/2010	
3355 TRIPP ROAD	634		12/08/2010	
WOODSIDE	BOA	44233	12/08/2010	0.00
CA 94062	126			7,680.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	7,680.00	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

O. NELSON & SON	Grading/Rip-Rap in Ditch	11437	12/08/2010	
	Alpine Road		12/08/2010	
3355 TRIPP ROAD	634		12/08/2010	
WOODSIDE	BOA	44233	12/08/2010	0.00
CA 94062	127			2,500.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	2,500.00	0.00

Check No.	44233	Total:	10,180.00
Total for	O. NELSON & SON		10,180.00

PERS HEALTH	December Premium	11438	12/08/2010	
			12/08/2010	
VIA EFT	0108		12/08/2010	
	BOA	44234	12/08/2010	0.00
				13,521.47

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	13,521.47	0.00

Check No.	44234	Total:	13,521.47
Total for	PERS HEALTH		13,521.47

PG&E	November Statements	11439	12/08/2010	
			12/08/2010	
BOX 997300	0109		12/08/2010	
SACRAMENTO	BOA	44235	12/08/2010	0.00
CA 95899-7300				64.63

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	64.63	0.00

Check No.	44235	Total:	64.63
Total for	PG&E		64.63

PRINTER ASSIST	Repairs to Printer	11440	12/08/2010	
			12/08/2010	
P.O. BOX 1533	944		12/08/2010	
PALO ALTO	BOA	44236	12/08/2010	0.00
CA 94302-1533	4932,4896			585.81

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	255.81	0.00
05-64-4312	Office Equipment	330.00	0.00

Check No.	44236	Total:	585.81
Total for	PRINTER ASSIST		585.81

RON RAMIES AUTOMOTIVE, INC.	Deposit Refund	11441	12/08/2010	
			12/08/2010	
115 PORTOLA ROAD	422		12/08/2010	
PORTOLA VALLEY	BOA	44237	12/08/2010	0.00
CA 94028				105.60

GL Number	Description	Invoice Amount	Amount Relieved
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

96-54-4207	Deposit Refunds, Other Charges	105.60	0.00	
		Check No. 44237	Total:	105.60
		Total for	RON RAMIES AUTOMOTIVE, INC.	105.60

SAN MATEO CO INF SERVICES	Microwave Services	11443	12/08/2010	
	11/09 - 5/10		12/08/2010	
455 COUNTY CENTER, 3RD FLOOR	0307		12/08/2010	
REDWOOD CITY	BOA	44238	12/08/2010	0.00
CA 94063				532.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4152	Emerq Preparedness Committee	532.00	0.00	
		Check No. 44238	Total:	532.00
		Total for	SAN MATEO CO INF SERVICES	532.00

SHARP BUSINESS SYSTEMS	Oct/Nov Copies	11442	12/08/2010	
			12/08/2010	
DEPT. LA 21510	0199		12/08/2010	
PASADENA	BOA	44239	12/08/2010	0.00
CA 91185-1510	323262			23.43

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4308	Office Supplies	23.43	0.00	
		Check No. 44239	Total:	23.43
		Total for	SHARP BUSINESS SYSTEMS	23.43

SPANGLE & ASSOCIATES	Oct 22 - Nov 18 Statement	11444	12/08/2010	
			12/08/2010	
770 MENLO AVENUE	0121		12/08/2010	
MENLO PARK	BOA	44240	12/08/2010	0.00
CA 94025-4736				34,956.20

GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4140	ASCC	2,300.00	0.00	
05-52-4162	Planning Committee	4,598.00	0.00	
05-54-4196	Planner	13,680.80	0.00	
96-54-4198	Planner - Charges to Appls	14,377.40	0.00	
		Check No. 44240	Total:	34,956.20
		Total for	SPANGLE & ASSOCIATES	34,956.20

SHARON C SPURLOCK	Reimb for Cultural Arts Comm	11445	12/08/2010	
	Holiday Fair		12/08/2010	
152 RAMONA ROAD	637		12/08/2010	
PORTOLA VALLEY	BOA	44241	12/08/2010	0.00
CA 94028				302.59

GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4150	Cultural Arts Committee	302.59	0.00	
		Check No. 44241	Total:	302.59

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Total for SHARON C SPURLOCK 302.59

STATE COMP INSURANCE FUND	November Premium	11446	12/08/2010	
			12/08/2010	
PO BOX 7980	0122		12/08/2010	
SAN FRANCISCO	BOA	44242	12/08/2010	0.00
CA 94120-7854				1,936.75

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	1,936.75	0.00

Check No. 44242 Total: 1,936.75

Total for STATE COMP INSURANCE FUND 1,936.75

SWRCB	STOPPP/NDPES Annual Fee	11447	12/08/2010	
ACCOUNTING OFFICE			12/08/2010	
ATTN: AFRS	599		12/08/2010	
SACRAMENTO	BOA	44243	12/08/2010	0.00
CA 95812-1888	WD-0046963			3,600.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4288	NPDES Stormwater Program	3,600.00	0.00

Check No. 44243 Total: 3,600.00

Total for SWRCB 3,600.00

THERMAL MECHANICAL, INC	Repairs to Library	11448	12/08/2010	
			12/08/2010	
425 ALDO AVENUE	955		12/08/2010	
SANTA CLARA	BOA	44244	12/08/2010	0.00
CA 95054	AC-46136			847.02

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	847.02	0.00

Check No. 44244 Total: 847.02

Total for THERMAL MECHANICAL, INC 847.02

TOTLCOM, INC.	Labor for Remote Programming	11449	12/08/2010	
			12/08/2010	
65 HANGAR WAY	349		12/08/2010	
WATSONVILLE	BOA	44245	12/08/2010	0.00
CA 95076	199195			75.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	75.00	0.00

Check No. 44245 Total: 75.00

Total for TOTLCOM, INC. 75.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

TREE SPECIALIST	Tree Removal	11450	12/08/2010	
			12/08/2010	
1198 NEVADA AVE	839		12/08/2010	
SAN JOSE	BOA	44246	12/08/2010	0.00
CA 95125	11-15-10 UP			5,200.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	1,200.00	0.00
20-60-4264	ROW Tree Trimming Program	4,000.00	0.00

TREE SPECIALIST	ROW Tree Trimming	11451	12/08/2010	
			12/08/2010	
1198 NEVADA AVE	839		12/08/2010	
SAN JOSE	BOA	44246	12/08/2010	0.00
CA 95125	070710 UP			10,000.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4264	ROW Tree Trimming Program	10,000.00	0.00

TREE SPECIALIST	Emerg Tree Removal	11452	12/08/2010	
			12/08/2010	
1198 NEVADA AVE	839		12/08/2010	
SAN JOSE	BOA	44246	12/08/2010	0.00
CA 95125	11-23-10 UP			500.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage	500.00	0.00

Check No.	44246	Total:	15,700.00
Total for	TREE SPECIALIST		15,700.00

VISION INTERNET PROVIDERS INC	November Site Hosting	11453	12/08/2010	
			12/08/2010	
P.O. BOX 251588	827		12/08/2010	
LOS ANGELES	BOA	44247	12/08/2010	0.00
CA 90025	18792			200.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	200.00	0.00

Check No.	44247	Total:	200.00
Total for	VISION INTERNET PROVIDERS IN		200.00

WOODSIDE PORTOLA PRIVATE PATRL	Parking Assistance, 12/3	11454	12/08/2010	
			12/08/2010	
P.O. BOX 620147	640		12/08/2010	
WOODSIDE	BOA	44248	12/08/2010	0.00
CA 94062-0147	PTRL11-225			225.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Picnic/Holiday Party	225.00	0.00

Check No.	44248	Total:	225.00
Total for	WOODSIDE PORTOLA PRIVATE P		225.00

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State/Province Zip/Postal	Invoice Number			Check Amount

YAPP CONSTRUCTION	C&D Refund, 229 Grove	11428	12/08/2010	
			12/08/2010	
PO BOX 620569	0303		12/08/2010	
WOODSIDE	BOA	44249	12/08/2010	0.00
CA 94062				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	44249	Total:	1,000.00
Total for	YAPP CONSTRUCTION		1,000.00

Total Invoices:	42	Grand Total:	106,778.41
		Less Credit Memos:	0.00
		Net Total:	106,778.41
		Less Hand Check Total:	0.00
		Outstanding Invoice Total:	106,778.41

**TOWN OF PORTOLA VALLEY**  
**Warrant Disbursement Journal**  
**December 8, 2010**

Claims totaling \$106,778.41 having been duly examined by me and found to be correct are hereby approved and verified by me as due bills against the Town of Portola Valley.

Date \_\_\_\_\_

\_\_\_\_\_  
Angela Howard, Treasurer

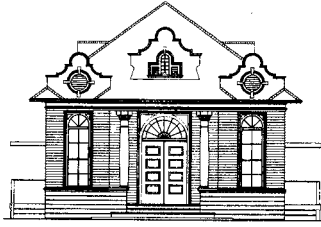
Motion having been duly made and seconded, the above claims are hereby approved and allowed for payment.

Signed and sealed this (Date) \_\_\_\_\_

\_\_\_\_\_  
Sharon Hanlon, Town Clerk

\_\_\_\_\_  
Mayor





# MEMORANDUM

## TOWN OF PORTOLA VALLEY

---

**TO:** Mayor and Members of the Town Council

**FROM:** Sharon Hanlon, Town Clerk

**DATE:** December 2, 2010

**RE:** Amendment to [Buildings and Construction] Title 15 of the Portola Valley Municipal Code

At its November 10, 2010 meeting, the Town Council introduced an ordinance amending Title 15 of the Portola Valley Municipal Code.

The Ordinance Amends Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code], and Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Municipal Code. The Ordinance contains the incorporation of the 2010 California Building Code with recommended local amendments.

This matter has come before the Council for second reading of the ordinance title, waiving further reading and adoption of the ordinance.

### **Recommendation**

It is recommended that the Town Council adopt the attached ordinance amending Title 15 [Buildings and Construction] of the Portola Valley Municipal Code.

Attachments:

Approved: \_\_\_\_\_  
Angela Howard, Town Manager

**ORDINANCE NO. 2010 -**

**ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY AMENDING SECTION 15.04.010 [DEFINITIONS], SECTION 15.04.020 [AMENDMENTS TO THE BUILDING CODE], AND SECTION 15.04.030 [ADDITIONS TO THE BUILDING CODE] OF CHAPTER 15.04 [BUILDING CODE] OF TITLE 15 [BUILDINGS AND CONSTRUCTION] OF THE PORTOLA VALLEY MUNICIPAL CODE TO ADOPT AN UPDATED BUILDING CODE**

**WHEREAS**, the Town of Portola Valley ("Town") wishes to adopt a building code in accordance with law and to use the most updated regulations in the processing of development in the Town; and

**WHEREAS**, because of the Town's unique local climatic, geologic and topographic conditions, detailed in the attachment to the staff report, the Town desires to make some amendments and additions to the California Building Code.

**NOW, THEREFORE**, the Town Council of the Town of Portola Valley does **ORDAIN** as follows:

**1. Amendment of Code.** Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code] and Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Town of Portola Valley Municipal Code are hereby amended to read as follows:

**15.04.010 Building Code.** The Town's building code is comprised of the following uniform codes:

- A. 2010 California Building Code (Part 2 of Title 24) Based on the 2009 International Building Code (IBC) published by the International Code Council, *with modifications*; and
- B. 2010 California Residential Code (Part 2.5 of Title 24) and Appendices, excluding Appendix I (Private Sewage Disposal) and Appendix O (Gray Water Recycling Systems). Based on the 2009 International Residential Code (IRC) published by the International Code Council, *with modifications*; and

- C. 2010 California Electrical Code (Part 3 of Title 24) Based on the 2008 National Electrical Code (NEC) published by the National Fire Protection Association; and
- D. 2010 California Mechanical Code (Part 4 of Title 24) Based on the 2009 Uniform Mechanical Code (UMC) published by the International Association of Plumbing and Mechanical Officials; and
- E. 2010 California Plumbing Code (Part 5 of Title 24) Based on the 2009 Uniform Plumbing Code (UPC) published by the International Association of Plumbing and Mechanical Officials; and
- F. 2008 California Energy Code (Part 6 of Title 24) Previously adopted; and
- G. 2010 California Historical Building Code (Part 8 of Title 24, Building Standards) approved by the Commission for the 2007 California Historical Building Code; and
- H. 2010 California Fire Code (Part 9 of Title 24) Based on the 2009 International Fire Code (IFC) published by the International Code Council; and
- I. 2010 California Existing Building Code (Part 10 of Title 24) Appendix Chapter A, Seismic Strengthening Provisions for Unreinforced Masonry Bearing Wall Buildings, based on the 2006 International Existing Building Code (IEBC) International Code Council; and
- J. 2010 California Referenced Standards Code (Part 12 of Title 24) Building Standards adopted by the Commission for the 2010 California Referenced Standards Code.

**15.04.20 Amendments to the Building Code.** The following changes and/or modifications to the Building Code are found to be reasonably necessary to mitigate the described impacts which are caused by local climatic, geologic and topographic conditions:

- A. Chapter 7A of the California Building Code and Section R327 of the California Residential Code is amended to read:
  - 1. All new buildings shall comply with the Materials and Construction Methods for Exterior Wildfire Exposure. No existing residential building or structure shall be required to conform in its entirety to the requirements of this Section, unless the additions, alterations or repairs to the existing building or structure within any twelve month

period affects fifty percent or more of the exterior wall plane surface, or affects fifty percent or more of the floor area.

a. Where no studs remain or, if some studs remain, the wall except for the studs has been stripped bare such that one can see through the wall, the wall affected by such changes shall be included in computing the amount of affected exterior wall plane surface for the purpose of applying this section.

b. Where any structural changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and covering, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing affected floor areas for purposes of applying this section.

c. Exceptions:

i. A one-story detached accessory building used as a tool or storage shed, playhouse, or similar use provided the floor area does not exceed 120 square feet.

ii. An ornamental landscape structure (e.g. trellis, gazebo) with a projected roof area that does not exceed 120 square feet and that is not attached to a non-exempt structure.

iii. An animal shade structure with a projected roof area that does not exceed 120 square feet.

iv. An agricultural building, that is defined as a non-residential structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticulture products. "Agricultural building" shall include green houses.

2. Any addition, alteration, or repair to any new building regardless of cause, size, or location, unless otherwise exempt, shall comply with the requirements as specified in Chapter 7A of the 2010 California Building Code as follows:

a. Exterior walls. Exterior walls shall be approved noncombustible or ignition-resistant material, heavy timber, or log wall construction or shall provide protection from the intrusion of flames and embers in accordance with standard SFM 12-7A-1.

- i. Exception: Nonstructural repairs involving less than ten percent of the exterior wall surface to an existing building or structure within any one-year period are permitted to be made of the same materials of which the building or structure is constructed.
    - b. Exterior windows and exterior glazed door assembly requirements. Exterior window, window walls, glazed doors, and glazed openings within exterior doors shall be insulating-glass units with a minimum of one tempered pane on the exterior side, or glass block units, or have a fire-resistance rating of not less than 20 minutes, when tested according to NFPA 257, or in accordance with Section 715, or conform to the performance requirements of SFM 12-7A-2.
    - c. Underside of Appendages (exterior decks). The underside of decks shall be enclosed to grade or the underside of the exposed under-floor shall be protected in accordance with the requirements of this chapter.
  - 3. Compliance with the vegetation clearance requirements found in 701.A.5 and R327.1.5 of the California Residential Code is not required.
- B. California Building Code Section 904, Automatic Sprinkler Systems – Minimum Requirements, is amended to read:
- 1. The following requirements shall apply to all new buildings or structures requiring a building permit issued by the Town.
    - a. Except as otherwise provided by this section, or as provided under 903.3.1.1 of the 2010 Edition of the California Building Code, automatic fire sprinkler systems shall be installed and maintained in every new building or structure of any type, use, occupancy or size, which requires a building permit issued by the Town.
    - b. The term “automatic fire sprinkler system” as used in this section means an integrated system of underground and overhead piping, including a water supply such as a gravity tank, fire pump, reservoir, pressure tank, or connection by underground piping to a fire main, which complies in all respects with the requirements for such systems contained in standards issued by the National Fire Protection Association based upon occupancy classification.

2. The following structures are exempt from the requirements of this section:
  - a. Agricultural Buildings. For the purposes of this section, an “agricultural building” is defined as a non-residential structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. “Agricultural building” shall include green houses.
  - b. Non-residential structures less than 1,000 square feet in floor area.
3. The requirements of this section are intended to represent minimum standards for new construction. Nothing in this section shall prevent the fire authority from adopting and enforcing any regulations, which impose more stringent requirements. Further, any requirements of the California Building Code, the California Fire Code or the State Building Standards Code, which is more restrictive, specifies higher standards or mandates specific locations within a structure for automatic sprinkler systems shall be applicable.

C. California Residential Code Section R313, Automatic Sprinkler Systems, is amended to read:

1. No existing residential building or structure shall be required to conform to the requirements of this section, unless the existing dwelling is already equipped with an automatic sprinkler system or the additions, alterations or repairs to the existing building or structure within any twelve month period affects fifty percent or more of the exterior wall plane surface, or affects fifty percent or more of the floor area.
  - a. Where no studs remain or, if some studs remain, the wall except for the studs, has been stripped bare such that one can see through the wall, the wall affected by such changes shall be included in computing the amount of affected exterior wall plane surface for the purpose of applying this section.
  - b. Where any structural changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and covering, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in

computing affected floor areas for purposes of applying this section.

D. California Building Code Section 1505, Minimum Roofing Standards for Fire Resistance, is amended to read:

1. The following requirements shall apply to all buildings or structures, which require a building permit issued by the Town.
  - a. The roof covering of every building or structure, and all materials applied as part of a roof covering assembly, shall have a minimum fire rating of Class "A" or higher. Where required by the California Building Code, or other provision of law, roof coverings must meet a higher fire rating.
  - b. Subsection (1)a of this section shall not apply to buildings or structures that are less than 120 square feet in size.
  - c. Not more than twenty-five percent of the roof covering of any building or structure shall be replaced in any twelve month period unless the new roof covering is made to conform with the requirements for new buildings or structures.
2. The requirements of this section are minimum standards. Where the California Building Code, the California Fire Code, or the State Building Standards Code contain higher standards or additional or more stringent requirements than required by this section, those additional or more stringent requirements shall apply. Further, nothing in this section shall prevent the presiding fire authority from adopting and enforcing regulations imposing more stringent requirements.

E. California Plumbing Code Section 1211.18, Earthquake-Actuated Gas Shutoff Valves, is adopted.

**15.04.030 Administration of the Building Code.** The following are modifications to the California Building Code to facilitate its administration. California Building Code Chapter 1, Scope and Administration, Divisions I and II are amended to read as follows:

A. The *Department of Building Safety* in Section 103 shall mean the "Building Department".

B. Section 105.1.1 *Annual permit* is deleted.

C. Section 105.2 *Work exempt from permit*, a building permit shall not be required for the following:

1. One-story detached accessory building used as a tool or storage shed, playhouse, and similar use provided the floor area does not exceed 120 square feet.
2. Movable cases, counters and partitions not over five feet nine inches high.
3. Retaining walls that are not over four feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
5. Platforms and walks, not more than 30 inches above grade and not over any basement or story below.
6. Painting, papering and similar finish work.
7. Window awnings; supported by an exterior wall for Group R, Division 3 (Single Family Residence), and Group U (Private Garage) Occupancies when projecting not more than 54 inches.
8. Prefabricated swimming pools accessory to a Group R, Division 3 Occupancy in which the pool walls are entirely above the adjacent grade, and if the capacity does not exceed 5,000 gallons.

Unless otherwise exempted, separate plumbing, electrical and mechanical permits will be required for the above-exempted items.

Exemption from the permit requirements shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the building code or any other laws or ordinances of the Town, (e.g. Planning/Zoning).

D. Section 109.6 *Refunds* is amended as follows:

1. The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.



2. The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
  3. The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.
  4. The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.
- E. Section 111.2 *Certificate issued* is amended: After the Building Official inspects the building or structure and finds no violations of the provisions of this code or other laws that are enforced by the building department, the building department shall issue a certificate of occupancy that contains the following:
1. The building permit number.
  2. The address of the structure.
  3. The name of the owner.
  4. The name of the contractor.
  5. A description of the structure for which the certificate was issued.
  6. The type of construction as defined in Chapter 6.
  7. The name of the Planning Manager and Building Official.
  8. Any special stipulations and conditions of the building permit.
- F. Section 112 *Board of Appeals* shall mean Town Council.

**2. Environmental Review.** Pursuant to Guideline Section 15061(b)(3) of the California Environmental Quality Act (CEQA), this ordinance is exempt from the provisions of the CEQA, as it does not have a potential for causing a significant effect on the environment.

**3. Severability.** If any part of this ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or the applicability of this ordinance to other situations.

**4. Effective Date; Posting.** This ordinance shall become effective thirty days after the date of its adoption and shall be posted within the Town in three public places.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Attorney



# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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TO: Mayor and Members of the Council

FROM: Janet McDougall, Assistant Town Manager

DATE: December 8, 2010

RE: Appointment to Board of San Mateo County Mosquito & Vector Control District

Recommendation:

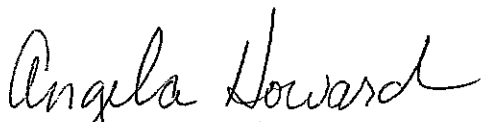
Appoint Joe Fil to continue as the Town's representative.

Issue Statement & Discussion:

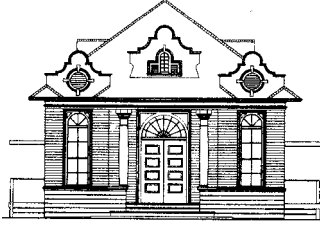
The Town has been advised that Joe Fil's appointment to the Board of Trustees of the County Mosquito and Vector Control District will expire on December 31, 2010. Mr. Fil has indicated a desire to continue to serve as the Town's representative on the Board.

The Town Council has the discretion to make an appointment to the Board for either a two- or four-year term.

Approved:

  
\_\_\_\_\_  
Angela Howard, Town Manager

cc: Joe Fil



# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Mayor and Members of the Town Council

**FROM:** Leslie Lambert, Planning Manager

**DATE:** December 8, 2010

**RE:** Adoption of Resolution Regarding DMB Redwood City/Saltworks Project

At the direction of the Town Council, staff with the expert assistance of Councilmember Derwin has drafted the attached resolution strongly opposing the DMB Redwood City/Saltworks Project for your consideration. The Town Attorney has reviewed the proposed resolution and offered comment, which has been incorporated into the document.

Recommendation:

It is recommended that the Town Council adopt the attached resolution opposing the DMB Redwood City/Saltworks Project.

Approved:

  
Angela Howard, Town Manager

## RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY  
 CONVEYING TO THE CITY OF REDWOOD CITY THE TOWN COUNCIL'S  
 OPPOSITION TO THE PROPOSED DMB REDWOOD CITY/SALTWORKS PROJECT  
 AS PRESENTED IN THE NOTICE OF PREPARATION AND  
 SUPPORT OF THE RESTORATION OF THE CARGILL SALT PONDS  
 AND THEIR INCLUSION IN THE DON EDWARDS NATIONAL WILDLIFE REFUGE

**WHEREAS**, San Francisco Bay is a natural treasure that defines our region, providing recreation, beauty and vital habitat for a vibrant ecosystem, its future should be thoughtfully stewarded to ensure that the Bay Area remains a healthy place to live; and

**WHEREAS**, In May 2009, the City of Redwood City received a development application from DMB Redwood City Saltworks for a 1,436-acre mixed use project to be located in the San Francisco Baylands; and

**WHEREAS**, the era of filling in San Francisco Bay is over – we stopped that destruction forty years ago – the proposed project seeks to reverse the longstanding regional policies that have protected the bay and its wetlands; and

**WHEREAS**, the proposed project would result in an increase of up to 12,000 housing units for an increase in population of approximately 32,040 people. Further, the initial estimates describe as many as 83,000 new daily car trips including over 8,000 new trips an hour during rush hour; and

**WHEREAS**, the proposed project is located on a tidal plain where housing is not permitted, a number of significant land use entitlements and approvals from Redwood City would be required including: General Plan Amendment, Specific Plan Amendment, Zoning Code Amendment, Development Agreement and Large Lot Subdivision Map. Further, the proposed project must be approved and/or permitted by at least 25 federal, state, and local agencies; and

**WHEREAS**, the San Francisco Bay's wetlands, marshes, and salt ponds are a regional asset, evidenced by the federal government's approval of the Cargill salt ponds within the expansion boundary of the Don Edwards National Wildlife Refuge. Further, when salt ponds are restored to tidal marsh, they provide wildlife habitat, natural flood control protection and cleaner water for all the residents of the Bay Area; and

**WHEREAS**, Redwood City projects a critical water shortage by 2030, the applicant has acquired water rights from the Nickel Family in Kern County guaranteeing water until 2079, but delivering the water to the proposed project requires an exchange with an intermediary water agency that receives both Hetch Hetchy and State Water Project water, and whether such an unprecedented long-term exchange is both possible and reliable remains to be seen; and

**WHEREAS**, we, as current elected officials, understand the pressures cities face to solve the housing and jobs imbalance in San Mateo County by proposing housing near jobs; and

**WHEREAS**, development projects, such as that proposed by DMB Redwood City Saltworks, that encroach upon the San Francisco Bay will pose a variety of serious environmental issues and aesthetic concerns as well as adverse infrastructure impacts such as traffic gridlock, questionable water availability, flooding from sea level rise in a time of climate change, all of which affect the health and public safety of our residents; and

**WHEREAS**, over 100 current and former elected officials from all nine Bay Area counties and organizations and agencies agree and are opposed to the project, believing that the San Francisco Bay is essential to our region, that the bay belongs to all of us, and that we **all** must protect it; and

**NOW, THEREFORE BE IT RESOLVED THAT**, the Town Council of the Town of Portola Valley does hereby:

1. Declare that the San Francisco Bay is a true regional asset to be protected by all residents in the region.
2. Formally indicate that the Portola Valley Town Council is extremely concerned about the proposed DMB Redwood City Saltworks project and intends to maintain access to all pertinent information about the project as the review process unfolds.
3. Indicate that the Portola Valley Town Council will keep the proposed project under close scrutiny throughout the environmental and public review process.
4. Declare, that the Portola Valley Town Council opposes the proposed project as described in the Notice of Preparation and Initial Study and supports the restoration of the Cargill salt ponds and their inclusion in the Don Edwards National Wildlife Refuge.

**PASSED AND ADOPTED** by the Town Council of the Town of Portola Valley, California at a meeting thereof held on the 8<sup>th</sup> day of December 2010 by the following vote of the members thereof:

AYES:  
NOES:  
ABSENT:  
ASTAIN:

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Mayor of the Town of Portola Valley

ATTEST:

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Clerk of the Town of Portola Valley



# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Mayor and Members of the Town Council

**FROM:** Leslie Lambert, Planning Manager

**DATE:** December 8, 2010

**RE:** Discussion of Formal Response to Notice of Preparation for the Saltworks Project

At the Town Councils direction, staff has determined what steps are necessary to provide a formal response on the Notice of Preparation for the proposed Saltworks Project in Redwood City. This includes the participation by those who voiced concerns at the November 10<sup>th</sup> Council meeting, staff coordination, and involvement with the Town Planner and the associated expenditures.

As you are aware, the City of Redwood City is the Lead Agency under CEQA for the proposed 1,436-acre mixed-use project to be located in the San Francisco Baylands in the northeastern portion of Redwood City. Redwood City has determined that this project may have significant effect on the environment and that an Environmental Impact Report (EIR) must be prepared. Redwood City has issued a Notice of Preparation and Initial Study to interested/involved parties and agencies, including the Town of Portola Valley. This represents the first steps in the preparation of the EIR. Initially, three Scoping Meetings were scheduled in order to receive comments that will assist in the EIR analysis and information to be contained in the EIR. All written comments on the Notice of Preparation must be received by Redwood City no later than February 28, 2011.

Councilmember Derwin, staff and the Town Planner met with Blake Lyon, Senior Planner from Redwood City on November 19<sup>th</sup>. Mr. Lyon provided us with an update on the proposed Saltworks Project and an overview of community participation during the environmental review process. Mr. Lyon indicated that there would be more opportunity for community participation, including at least two more scoping session dates to be conducted in February 2011.

On December 1<sup>st</sup> Councilmember Derwin chaired a productive afternoon session with the interested parties that were in attendance at the November 10<sup>th</sup> council meeting. This provided us an opportunity to gather comments and share an outline of the key issues the Town will need to address in its Notice of Preparation comments. The Town Planner and I also participated in this study session and will draft a response letter for Town Council's consideration at your January 12, 2011 meeting.

In addition, Councilmember Derwin attended the November 30th Scoping session that focused on water supply, wastewater and flooding. The Town Planner continues to monitor the materials available on the Redwood City website.

The Town Planner has advised that his work on the response to the Notice of Preparation for the Saltworks Project is estimated at \$4,000 - \$5,000. These funds will be reallocated from existing programs within the approved Planning Budget for FY 2010/2011.

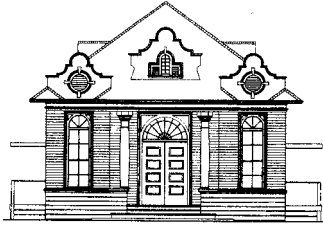
Recommendation:

It is recommended that Town Council direct planning staff to draft the response letter to the Notice of Preparation for the Saltworks Project, with the assistance of the Town Planner, Councilmember Derwin and interested residents.

Approved:

  
\_\_\_\_\_  
Angela Howard, Town Manager





# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Mayor and Members of the Town Council

**FROM:** Leslie Lambert, Planning Manager

**DATE:** December 8, 2010

**RE:** Comprehensive Fee and Rate Study

Many of the fees currently charged for services provided by the Town are out of date resulting in the Town's general fund subsidizing a number of services that benefit individual property owners. A comprehensive review of the fee system has not been undertaken in over a decade.

State law allows the Town to charge fees to cover the cost of providing the services. Staff is confident that the fees currently charged come nowhere near this amount.

For the purposes of this discussion, fees are defined as those Town charges for Town services for private benefit. Separately, and not related to this study, are the charges by the Town's consultants (e.g., Planning, Engineering, Geology and Legal). Those are administratively handled as "applicant charges" and accounted for accordingly. Independent of this study, staff will undertake a review of the current deposits for professional services. The fees to be reviewed in this proposal include all Building, Planning and Engineering/Public Works fees.

Procedurally, the consultants will determine the total direct and indirect costs to issue each type of permit, license or review. To do so, they will gather data about the Town, interview staff and consultants and do a comparison of fees in similar communities. Based upon this information, they will draft a fee schedule for full-cost recovery. After review by Town staff, the results will be presented to the Town Council for consideration.

The Town Council has the right to set fees at whatever level they choose (as long as they don't exceed the legal maximum as determined by the results of the study). As a policy, the Town Council may choose to have a full recovery fee schedule, or choose to subsidize certain fees, where they deem appropriate.

Request for Proposals for Comprehensive Fee and Rate Study were sent out to 15 consulting firms. We received 6 responses with proposals ranging from \$16,776 to \$35,750. After reviewing the proposals, the Town Manager and I interviewed the top three qualified firms:

FCS Group	\$26,485
Matrix Consulting Group	\$27,500
NBS	\$29,000

After careful review of the proposals, interviews with project teams from the three firms and discussions with references we are recommending entering into an agreement with NBS.

Recommendation:

It is recommended that the Town Council adopt the attached resolution retaining NBS to conduct a comprehensive fee and rate study for the Town.

Approved:

  
Angela Howard, Town Manager

RESOLUTION NO. \_\_\_\_\_-2010

**RESOLUTION OF THE TOWN OF PORTOLA VALLEY  
APPROVING AND AUTHORIZING EXECUTION OF  
AGREEMENT FOR CONSULTANT SERVICES BETWEEN THE  
TOWN OF PORTOLA VALLEY AND NBS**

WHEREAS, the Town Council of the Town of Portola Valley ("Town") has read and considered that certain Agreement for Consultant Services ("Agreement") between the Town and NBS.

NOW, THEREFORE, the Town of Portola Valley does RESOLVE as follows:

1. Public interest and convenience require the Town to enter into the Agreement described above.

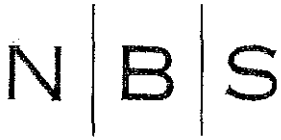
2. The Town hereby approves the Agreement and the Mayor is hereby authorized on behalf of the Town to execute the Agreement between the Town and NBS.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk



August 31, 2010

Leslie A. Lambert, Planning Manager  
Town of Portola Valley  
765 Portola Road  
Portola Valley, CA 94028

**Re: Proposal to Perform a Comprehensive Fee and Rate Study**

Dear Ms. Lambert and Members of the Selection Team:

NBS is pleased to submit this proposal to perform a Comprehensive Fee and Rate Study for the Town of Portola Valley.

**Solutions Statement**

NBS hopes to be the Town's chosen guide through its evaluation of cost recovery. Our role in helping any agency establish its overhead rates and fees for discretionary or regulatory services is to set the sound and legal maximum, beneath which, community goals and values may influence the fees ultimately imposed. We work methodically – step by step – to build a strong analytical foundation for fees, and we bring our years and breadth of experience to facilitate the formulation of cost recovery policy unique to Portola Valley.

While we have a proven approach, we never try to mold a new client into the structures developed for another agency: The work products and outcomes from an NBS study will reflect Portola Valley. We believe this is critical for many reasons, not the least of which is the Town's desire to own and actively use the products of this effort in the years to come without the continued use of outsiders. We respect that and view the Town's future independence as the sole mark of our success today.

Through the NBS work plan described in the following proposal, the Town will receive the following:

- ✓ A comprehensive analysis and report detailing the cost-based justification for user/regulatory fees, the Town's chosen cost recovery targets, and an action plan for implementing and maintaining rates and fees.

- ✓ A master fee schedule for all Town-wide charges included in this study.
- ✓ Two sessions before the Town Council.
- ✓ A spreadsheet-based (e.g., Microsoft Excel) cost of service model that will enable Town staff to maintain fees in-house in subsequent years as costs and activity levels change.
- ✓ A market comparison of fees, which is often required by a community's policymakers.
- ✓ Future access to NBS experts.

To deliver these solutions and work products, we are dedicating a project team of three individuals to care for the Town through this process, spending over 214 hours over a three-month period.

### **Proposal Highlights**

Selection of NBS to provide cost allocation and fee/rate-related consulting services to the Town of Portola Valley delivers the following benefits:

- ✓ A proven and successful approach – analytically and procedurally – in the performance of cost of service-based fee/rate studies. Please refer to Section 3 for our work plan and ideas.
- ✓ An analytical process which clearly communicates and defends the Town's maximum cost recovery opportunities through fee resources.
- ✓ A work plan which engages each stakeholder within the Town organization, yielding fee outcomes and proposed policies that have the direct support of Town staff and management.
- ✓ Deliverables that facilitate the formulation of well-defined cost recovery policies reflective of the Town's objectives and local values.
- ✓ A project team that understands the art of balancing the sometimes competing goals of cost recovery optimization, public sentiment about municipal fees, and local market sensitivities that influence political decisions.
- ✓ A not-to-exceed consulting fee that is honest about what it takes to produce long-lasting and sustainable work products for the Town's future, in-house, *independent* use.
- ✓ An exclusively California-focused firm of consultants, who have served more than 200 public agencies in the state for nearly 15 years.

Thank you for reading this proposal. We appreciate your consideration of NBS to perform this work for you. We look forward to discussing with you our ideas and welcome your questions or feedback. I am our proposed Project Manager for this effort and the author of this proposal, so

Town of Portola Valley  
August 31, 2010  
Page 3

please contact me at any time you need: 800.676.7516 or [jhahn@nbsgov.com](mailto:jhahn@nbsgov.com). We are excited at the prospect of serving you and contributing positively to your community.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeanette Hahn", with a long horizontal flourish extending to the right.

Jeanette Hahn  
Director of Financial Consulting

# Portola Valley Cultural Arts

Proposal: Tile Placement Redirection  
Dec. 3, 2010

The Town Council voted to hang the tiles on the back of the school house. Aesthetic and practical reasons compel us to request the consideration of a revised plan.

The smallest tile board weighs about 150 pounds, the larger one may weigh more. If placed on the school house, the tiles would be isolated from, not interactive with, the viewer.

The tiles boards are largely vertical. It is our feeling they should be the focus for the viewer, not the vertical and horizontal lines of the shingles. The school house location is visually complicated by the ramp which has railings on the diagonal. The result is a confusion of lines pulling the eye in multiple directions. The tiles are best presented with more simplicity and in proportion to the space.

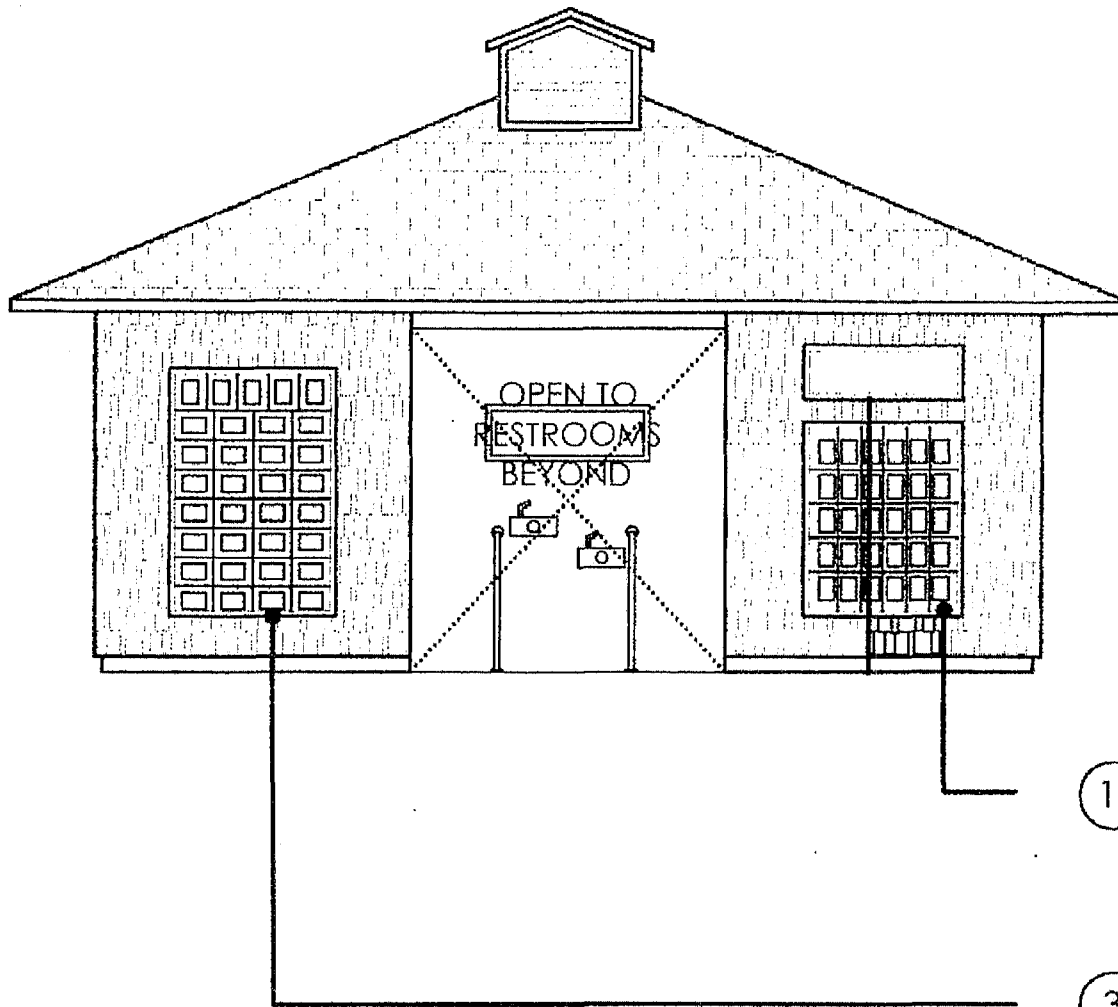
The CAC is now recommending the tiles be hung on front of the Bathrooms. In this location they would be protected by the overhang. A scale drawing has been included to demonstrate their position and how they would look in this location.

Placing them on the Bathrooms would create a story for all to view and would personalize the space. They would be at the level for children to see, touch, experience and learn from public art.

In preliminary discussions with Town staff, this location appears to be an affordable and reasonable solution. The CAC is prepared to authorize \$500.00 from the CAC budget to affix the tiles to the structure.

We consider this to be the best tiles placement both visually and structurally. We hope you concur.

Respectfully,  
The Cultural Arts Committee



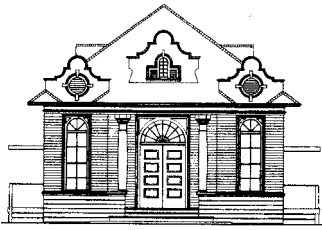
①. TILE BOARD 50"H x 41.5"W

③. TILE BOARD 63.25"H x 43"W

## PROPOSED INSTALLATION OF DECORATIVE ART TILE PLAQUES AT PVTc SCHOOL HOUSE RESTROOMS

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# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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TO: Mayor and Members of the Council

FROM: Janet McDougall, Assistant Town Manager

DATE: December 8, 2010

RE: **Ford Field State Grant Status & Discussion of Design Work**

Recommended Action:

Discuss status of state grants; provide direction to staff concerning timing and process for field design work.

Issue Statement/Discussion:

Since receiving the late September approval of the two state grants the Town has sought to provide funding for refurbishment of Ford Field, staff has been diligently pursuing input from various committees to advance the project in a timely manner. As the Council is aware, an aggressive timeline was developed to ensure construction could take place during the summer of 2011 in order to submit all required paperwork to the state by the end of 2011.

It is important to note that prior to staff making application for the grant funds through the state, numerous discussions took place between Town staff and staff of the state's Natural Resources Agency, Department of Parks and Recreation, concerning availability of the funding and timing, since the state's funds had been set to expire June 30, 2011. During those discussions we were told it seemed extremely likely that the funding would be extended by at least one more year. On that basis, we proceeded with submitting our applications.

Staff had planned on presenting a contract for design of the field improvements as part of this agenda for Council consideration. In an abundance of caution, staff contacted the state and requested a letter or other documentation indicating that the funds had indeed been extended. This was done to ensure that prior to entry into any contracts we could be assured of future reimbursement of costs incurred.

We have now been advised that no such assurance can be provided, and that our best alternative is to seek a legislative extension, by first notifying the Natural Resources Agency in writing that we wish to seek such an extension. Then, we would be provided with specific instructions concerning how to proceed. Staff has prepared the required

letter, attached as Exhibit "A", as a next step, should the Council wish to proceed in this manner.

It is clear that with the state's budget woes the reliability of this funding is questionable, at best, and at this point, staff is unsure of how best to proceed. Without a legislative extension, we would not receive reimbursement for any work that is undertaken if the construction could not be completed by March 31, 2011, which clearly cannot be achieved.

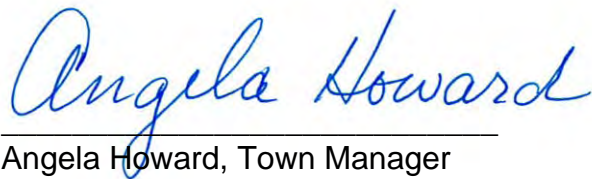
It is apparent from the previous community meetings, the recent Parks & Recreation and Trails and Paths Committees, as well as the ASCC meeting of November 22, that there is strong consensus, as well as enthusiasm, for making upgrades to Ford Field. Whether or not an extension of the funds is forthcoming, we will not be able to proceed now or in the future without first completing the necessary design work.

No funding has been included in the current budget for work in connection with the refurbishment project. If the Council would like staff to press on to complete the design work, funding for this work would have to come from the general fund, unless a legislative extension is ultimately granted. It is estimated the cost of this work would be in the range of \$18,000 and \$35,000.

Staff seeks direction on the following issue:

Should staff continue to seek proposals from qualified design firms to develop construction plans for the refurbishment project at this time, or wait until some future time when the economy has improved and funding sources have stabilized?

Approved:



---

Angela Howard, Town Manager

Attachment – Exhibit "A"

Exhibit "A"

December 9, 2010

Mr. Albert Ventura  
Project Officer  
State of California  
Natural Resources Agency  
Department of Parks & Recreation  
Post Office Box 942896  
Sacramento, CA 94296-0001

Re: Intent to Seek Legislative Extension of Grant Funding for Ford Field Project  
Per Capita Grant Project Number 02-41-043 (\$220,000)  
Roberti-Z'Berg Grant Project Number RZ-41-074 (\$12,212)

Dear Mr. Ventura:

After speaking with our Assistant Town Manager, Janet McDougall, it is my understanding that the above referenced grant funds are set to expire June 30, 2011. This letter is to advise you that the Town of Portola Valley wishes to seek a legislative extension of these funds to allow for completion of our Ford Field refurbishment project.

We are seeking this extension on the basis that these funds, which were approved for parks and recreation purposes by the state's voters, were rendered unavailable during the past two years, despite the Town's existing contracts with the state providing assurance that the funds would be available to the Town.

Considerable staff time has been spent on this project, and our community enthusiastically anticipates completion of the project. Without this funding, we do not see any way to complete this important project in the foreseeable future.

Please advise Janet McDougall concerning how the Town should proceed in obtaining a legislative extension for both of these grant fund sources.

Sincerely,

Angela Howard  
Town Manager

## TOWN OF PORTOLA VALLEY

### MEMORANDUM

To: Town Council

From: Steve Toben and Ted Driscoll

Re: Recommendations for Appointments to the Trails Committee

Date: December 1, 2010

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As you will recall, the Council adopted a revised charter for the Trails Committee on September 22. We then opened an application process for membership on the committee. Thirteen well-qualified candidates applied. It was gratifying to see such interest in the committee. Ten of the candidates were interviewed by the Trails Committee on November 9.<sup>1</sup> After the meeting, Trails Committee members separately submitted their comments and rankings of the candidates for our consideration. There was a wide range of opinion among members of the Trails Committee.

We conducted a second round of interviews on November 11 and 16. Our interviews included meetings with all of the current members of the Trails Committee. One of the incumbents, Dot Nell, informed us at the interview that she was withdrawing her application for reappointment.

We considered the candidates based on the following criteria:

- Commitment to the safe enjoyment of Town trails by all users
- Commitment to regular attendance at Trails Committee meetings
- Support and appreciation for the interests of diverse user groups
- An ability to generate creative solutions to trail-related issues
- An ability to prioritize trail issues within financial constraints
- Willingness to organize events—educational, recreational and service-based— that will engage the community and strengthen support for Town trails
- Commitment to use the trails on a regular basis and report trail issues to Town staff
- An ability to work effectively with other Committee members
- A deep appreciation for the rural character of our Town and the value our trails add to the community

---

<sup>1</sup> Two candidates did not attend the November 9 and subsequently withdrew their applications. Another candidate was ill but was interviewed by the two of us on November 16.

In the end, we faced some very difficult decisions. We sought to achieve a balance of experience and fresh energy, and we were attentive to fostering a productive chemistry on the committee. We believe that we have arrived at a roster of individuals who will contribute much to the stewardship and public enjoyment of the Town's trails.

We recommend that the following individuals be appointed to the Trails Committee:

Joe Coleman  
Lynne Davis  
Ellie Ferrari  
Susan Gold  
Judith Hasko  
Judy Paris  
SallyAnn Reiss  
Cathy Siegel  
Shelly Sweeney

The candidates' applications are all on file at Town Hall. We would be happy to answer any questions at the Dec. 8 meeting.

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**From:** deirdre clark [dcdesignz@sbcglobal.net]  
**Sent:** Thursday, November 18, 2010 3:14 PM  
**To:** Sharon Hanlon  
**Cc:** Paige Fulkerson  
**Subject:** Paige's appointment to the CAC

Dear Sharon and Town Council,  
The CAC has voted to approve Paige Fulkerson's appointment to our committee. We are looking forward to the contribution Paige will make on our committee after her appointment by the town council.  
Thank you,  
Deirdre Clark

---

**Subject:** FW: Application to Serve on Committee - CAC / Fulkerson

Submission information

-----  
Submitter DB ID : 896  
Submitter's language : Default language  
Time to take the survey : 44 min. , 13 sec.  
Submission recorded on : 11/18/2010 12:39:57 PM

Survey answers

-----  
Full Name:\*  
Paige Bishop Fulkerson

Name of Committee I'm Interested in Serving On:  
(Please note that only the committees currently seeking volunteers are listed.)

- Community Events Committee
- Cultural Arts Committee
- Emergency Preparedness Committee
- Nature & Science Committee
- Parks & Recreation Committee
- Traffic Committee

Email Address:\*  
[paigefulkerson@hotmail.com](mailto:paigefulkerson@hotmail.com)

Address:\*

Number of years in Portola Valley:\*  
14

Preferred Telephone Contact #1:\*

Preferred Telephone Contact #2:

Please state why you have an interest in this committee, and state any background or experience you may have that may be useful in your service to this committee:\*

Having grown up in Los Altos, lived in Portola Valley, Colorado, Hawaii, San Diego and happily settling in PV to raise our family, I have a deep appreciation for our very unique locale and the community that reflects the same appreciation in countless ways. I want to sustain this for future generations. As a musician, I've become exposed to the phenomenal musical talent that exists in PV alone and I'd like nothing more than to extend the exposure of these great musicians to our community by further developing the PV Summer Concert Series. I can't think of any better use of my time and passion than to help make these events an additional cherished component of the Portola Valley culture. I worked in the Silicon Valley in high tech sales for 18 years, traveled the world for business and feel more than comfortable utilizing my business and communication skills to support the needs of the Cultural Arts Committee. Thank you for your consideration on my desire to extend my current participation in the CAC to becoming a voting member of this wonderful team.

Do you have any personal or financial interest that could be perceived by others as a conflict of interest relative to your service on the committee? If so, please describe:\*

no



#13

There are no written materials for this item.

# **TOWN COUNCIL WEEKLY DIGEST**

Friday – November 12, 2010

- 
- ☐ 1. Letter to Angela Howard from C/CAG regarding Measure M – Local Transportation Improvements in San Mateo County – November 4, 2010
  - ☐ 2. E-mail to Sharon Hanlon from Tor and Nancy Lund regarding the resignation of Nancy Vians from the Historic Resources Committee – November 7, 2010
  - ☐ 3. Notice that Portola Valley Town Hall will be closed Thursday, November 25 and Friday, November 26, 2010 for the Thanksgiving Holiday
  - ☐ 4. Notice of Cancellation of the Parks and Recreation Committee Meeting scheduled for Monday, November 15, 2010
  - ☐ 5. Agenda – Teen Committee Meeting – Sunday, November 14, 2010
  - ☐ 6. Agenda – Regular Planning Commission Meeting – Wednesday, November 17, 2010
  - ☐ 7. Agenda – Cultural Arts Committee Meeting – Thursday, November 18, 2010
  - ☐ 8. Action Agenda – ASCC Meeting – Monday, November 8, 2010
  - ☐ 9. Action Agenda – Special Town Council Meeting – Wednesday, November 10, 2010

## **Attached Separates (Council Only)**

- ☐ 1. Invitation to newly elected officials to the 2011 New Mayors and Council Members Academy from Wednesday, January 19 through Friday, January 21, 2011
- ☐ 2. Invitation to attend the Installation of Terry Nagel as Mayor and Jerry Deal as Vice Mayor for the City of Burlingame on Monday, November 15, 2010
- ☐ 3. Invitation to attend the Reorganization of the City Council of San Mateo on Monday, December 6, 2010
- ☐ 4. Invitation to attend the Reorganization of the City Council of South San Francisco on Monday, December 6, 2010
- ☐ 5. Invitation to attend the Reorganization of the City Council of Millbrae on Tuesday, December 7, 2010
- ☐ 6. Request for support from CASA of San Mateo County
- ☐ 7. The Sequoian – November 2010
- ☐ 8. Comcast California – October 2010

Digest 1

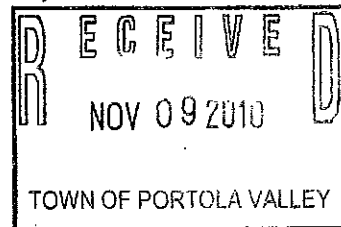
# C/CAG

## CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park  
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

November 4, 2010

Angela Howard  
Town of Portola Valley  
765 Portola Road  
Portolla Valley, CA 94025



**RE: Measure M – Local Transportation Improvements in San Mateo County  
\$10 Vehicle Registration Fee**

Dear Ms. ~~Howard~~ *Angela*,

I'm pleased to notify you that the C/CAG sponsored ballot Measure M – Local Transportation Improvements in San Mateo County, which adds an additional \$10 to motor vehicles registered in San Mateo County, passed on November 2, 2010. The revenue from the fee will generate about \$6.7 million per year (\$167.5 million over the 25-year period).

Over the next several months, C/CAG will develop an Implementation Plan that will provide additional project information for the Local Streets and Roads and funding allocation details for projects that are included in the Countywide Transportation Program.

Per the Expenditure Plan, about \$3.2 million will be allocated directly to the cities and County annually for Local Streets and Roads for congestion mitigation and water pollution prevention programs. For budgeting purposes, the attached table provides the percentage allocated to each jurisdiction and estimated annual allocation. Also included are the estimated total allocations over 25 years.

We anticipate collection of the \$10 fee to commence in May 2011 and allocation of funds to begin six months thereafter. Collection of the current \$4 fee will continue through December 2012, therefore, there will be an overlap of 20 months where both fees are collected concurrently.

If you have further questions, please contact me at 650-599-1420 or John Hoang at 650-363-4105.

Sincerely,

Richard Napier  
Executive Director

Attachment

**\$10 Vehicle Registration Fee  
Local Transportation Improvements in San Mateo County**

**Local Streets and Roads Allocation**

<b>Jurisdiction</b>	<b>% of Total Allocation</b>	<b>Estimated Net Annual Revenue</b>	<b>Estimated Net 25-Year Revenue</b>
San Mateo County	12.15%	\$ 386,806	\$ 9,670,162
San Mateo	11.02%	\$ 350,562	\$ 8,764,048
Daly City	9.62%	\$ 305,999	\$ 7,649,974
Redwood City	8.82%	\$ 280,747	\$ 7,018,666
South San Francisco	7.17%	\$ 228,162	\$ 5,704,058
Pacifica	4.84%	\$ 153,891	\$ 3,847,269
San Bruno	4.76%	\$ 151,514	\$ 3,787,851
Menlo Park	4.50%	\$ 143,095	\$ 3,577,375
San Carlos	4.03%	\$ 128,341	\$ 3,208,533
Burlingame	3.95%	\$ 125,668	\$ 3,141,688
Belmont	3.29%	\$ 104,574	\$ 2,614,360
Foster City	3.12%	\$ 99,227	\$ 2,480,671
East Palo Alto	3.06%	\$ 97,444	\$ 2,436,108
Hillsborough	2.81%	\$ 89,423	\$ 2,235,575
Millbrae	2.74%	\$ 87,046	\$ 2,176,158
Atherton	2.36%	\$ 75,000	\$ 1,875,000
Woodside	2.36%	\$ 75,000	\$ 1,875,000
Half Moon Bay	2.36%	\$ 75,000	\$ 1,875,000
Portola Valley	2.36%	\$ 75,000	\$ 1,875,000
Brisbane	2.36%	\$ 75,000	\$ 1,875,000
Colma	2.36%	\$ 75,000	\$ 1,875,000
<b>Total</b>	<b>100%</b>	<b>\$ 3,182,500</b>	<b>\$ 79,562,496</b>

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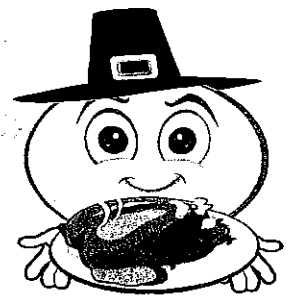
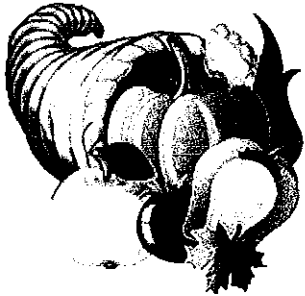
**From:** Tor/Nancy Lund [thelunds@ix.netcom.com]  
**Sent:** Sunday, November 07, 2010 1:53 PM  
**To:** Sharon Hanlon  
**Subject:** FW: resignation

I'm sorry that Nancy Vian is leaving the Historic Resources Committee. She's been a valuable member for a long time. We will miss her wisdom.  
Nancy

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**From:** Vians [mailto:vians@earthlink.net]  
**Sent:** Sunday, November 07, 2010 8:05 AM  
**To:** Tor/Nancy Lund  
**Subject:** Re: a convenient meeting time?

Nancy - I just found your message in our old email server (our new address: [2vians@gmail.com](mailto:2vians@gmail.com) - please change in your email address book). Nancy, regretfully, I must officially drop off the committee. My life has gotten complex - I've recently been elected to the Ranch Board, and, my mother now lives at Palo Alto Commons - and both are keeping me running. It was wonderful serving with you, and I'll miss seeing you. I continue to admire your work, and the difference you've made in the Town - so much of our history would have been lost, without your efforts. I'll poke my head into the archive room during trips to the library, and will hope to find you there. Greetings to Tor, too. Truly, Nancy



**PORTOLA VALLEY  
TOWN HALL  
WILL BE CLOSED**

**Thursday, November 25 &  
Friday, November 26, 2010**

**For the Thanksgiving Holiday**



**In Case of Emergency: Sheriff's Office: 911**



Parks & Recreation Committee  
Notice of Cancellation  
Monday, November 15, 2010

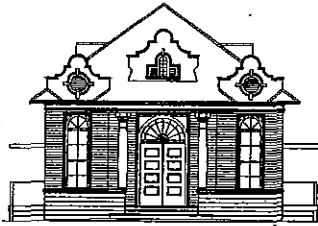
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# **PARKS AND RECREATION COMMITTEE MEETING**

## **NOTICE OF CANCELLATION**

**Monday, November 15, 2010**

The Parks and Recreation Committee meeting regularly scheduled for Monday, November 15, 2010 has been cancelled.



**TOWN OF PORTOLA VALLEY**  
**Teen Committee Meeting**  
**Sunday, November 14, 2010 - 4:00 PM**  
**Historic Schoolhouse**  
**765 Portola Road, Portola Valley, CA 94028**

**AGENDA**

1. Call to Order and Welcome newest member Katie Putnam
2. Oral Communications
3. Approve minutes from September meeting
4. "Sharing the Bounty" project. Report on local stores' participation
5. Report on proposal for other activities such as an outside "movie night, a "battle of the bands," and "class reunions"
  - a) The Community Events Committee was to be coordinating with us for a teen oriented movie night – wait for spring? Or hold inside? There is money in the budget for a movie night.
6. Schedule another dance? CM dances are Dec. 10, March 11, and May 13
7. Report on donation of funds raised: \$100 to Bill Lane's Memorial Fund for Open Space and \$100 to San Bruno Fire Victim Relief Fund
8. Future projects:
  - a) Self defense instruction evening for local teens?
  - b) Coordination of homeless feeding project (via Ruth Ann Wruckee)
  - c) Town Committee "Mentorship" project
  - d) Other suggestions?
9. Discussion of request that the committee expand beyond current 9 members
10. Adjourned





6

**TOWN OF PORTOLA VALLEY**  
**REGULAR PLANNING COMMISSION MEETING**  
765 Portola Road, Portola Valley, CA 94028  
Wednesday, November 17, 2010 – 7:30 p.m.  
Council Chambers (Historic Schoolhouse)

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**AGENDA**

**Call to Order, Roll Call**

Commissioners McIntosh, Von Feldt, Zaffaroni, Chairperson Gilbert, and Vice-Chairperson McKitterick

**Oral Communications**

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

**Regular Agenda**

1. *Preliminary Review of Subdivision Proposal X6D-210, 1260 Westridge Drive, Shoreinstein Realty Continued to December 1 meeting*
2. *Preliminary Review of Proposed Lot Line Adjustment X6D-209, Dwight, Woodward & Town of Portola Valley, 470 and 480 Wayside Road*

**Commission, Staff, Committee Reports and Recommendations**

**Approval of Minutes:** November 3, 2010

**Adjournment**

**ASSISTANCE FOR PERSONS WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700 ext. 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

**AVAILABILITY OF INFORMATION**

Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley branch of the San Mateo County Library located at Corte Madera School, Alpine Road and Indian Crossing.

### **PUBLIC HEARINGS**

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a 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 later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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This Notice is posted in compliance with the Government Code of the State of California.

Date: November 12, 2010

CheyAnne Brown  
Planning & Building Assistant

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Town of Portola Valley  
*Cultural Arts Committee*  
Thursday, November 18, 2010 – 1:00 PM  
Historic Schoolhouse  
765 Portola Road, Portola Valley, CA 94028

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## AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes from October 14, 2010
4. Art / Christmas Faire resolve issues: Parking, inclement weather...
5. Status of artisans, 8<sup>th</sup> graders, gala group and brownies
6. Review volunteer obligations
7. Susan Thomas update on tile board meeting with Town Council
8. Gift for Don for restoring tile boards
9. Adjournment



8

**TOWN OF PORTOLA VALLEY  
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)  
Monday, November 8, 2010  
Special Field Meeting (time and place as listed herein)  
7:30 PM – Regular ASCC Meeting  
Historic Schoolhouse  
765 Portola Road, Portola Valley, CA 94028**

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**ACTION**

**SPECIAL ASCC FIELD MEETING\***

3:30 p.m. Golden Oak Drive at Peak Lane – Cal Water Tank Site Continued consideration of Conditional Use Permit (CUP) X7D-170, T-Mobile West Corporation (ASCC review to continue at Regular Meeting) **Project team presented possible locations and pole options, public comment received and neighbor homes visited, optional pole site determined.**

**7:30 PM - REGULAR AGENDA\***

1. Call to Order: 7:30 p.m.
2. Roll Call: Aalfs, Breen, Clark, Hughes, Warr (**Hughes absent. Also present: Tom Vlasic Town Planner; Carol Borck Planning Technician; Maryann Derwin Town Council Liaison; Leah Zaffaroni Planning Commission Liaison**)
3. Oral Communications: **None.**

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

4. Old Business:
  - a. Conditional Use Permit (CUP) X7D-170, Installation of a Wireless Communication Antenna Facility, Golden Oak Drive at Peak Lane, T-Mobile West Corporation **Commission received further public comment and provided comments/direction to project team. Project review continued to 11/22/10 meeting.**
  - b. Follow-up Review – Architectural Review and Site Development Permit X9H-614, New Residence and Associated Site Improvements, 121 Ash Lane, Vidalakis/Elsbrand **Follow-up approved as submitted with staff to follow up with WASC on issue of (e) fence.**
  - c. Follow-up Review, Right of Way Improvements – Architectural Review and Site Development Permit X9H-600, New Residence, 4860 Alpine Road, Achermann/Friedman **Follow-up approved subject to conditions to be met to the satisfaction Planning staff and a designated ASCC member prior to commencement of this work in the ROW.**

5. New Business:

- a. Proposed Holiday Open House, Fromhertz House, 210 Portola Road, The Priory School **Commission heard details of open house, offered suggestions/comments. No public comment. Parking plan shall be submitted to Planning staff.**
- b. Site Development Permit X9H-620, Grading and Retaining Wall Construction, 138 Ramoso Road, Pereyra/Sanislo **Breen recused. Project approved subject to conditions to be met to the satisfaction of Planning staff and a designated ASCC member prior to re-commencement of work.**

6. Approval of Minutes: October 25, 2010 **Approved as submitted.**

7. Adjournment 9:03 p.m.

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\*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

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**PROPERTY OWNER ATTENDANCE.** The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

**WRITTEN MATERIALS.** Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

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**ASSISTANCE FOR PERSONS WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

**PUBLIC HEARINGS**

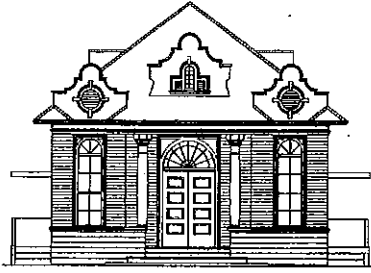
Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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This Notice is Posted in Compliance with the Government Code of the State of California.

Date: November 5, 2010

CheyAnne Brown  
Planning & Building Assistant



# TOWN OF PORTOLA VALLEY

7:00 PM – Special Town Council Meeting

Wednesday, November 10, 2010

The Sequoias, Hanson Hall

501 Portola Road, Portola Valley, CA 94028

9

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## Note: Special Meeting Time and Location

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### ACTION AGENDA

#### 7:05 PM – CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Vice Mayor Driscoll, Councilmember Richards, Mayor Toben, Councilmember Wengert

**All Present**

#### 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** – The Sequoia Green Committee with a report on Sustainability Efforts  
*There are no written materials for this item.*

**Onnolee Trapp, current chair to the Sequoias Green Committee, reported on sustainability efforts undertaken by the Sequoias. Some of which include electrical energy efficiency, water usage, waste reduction and recycling.**

#### 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** – Regular Town Council Meeting of October 27, 2010

**Approved as Amended 5-0**

- (3) **Approval of Warrant List** – November 10, 2010

**Approved 5-0**

#### REGULAR AGENDA

#### PUBLIC HEARING (7:15 pm)

- (4) **PUBLIC HEARING - Recommendation by Deputy Building Official** – Adoption of the 2010 California Building Code

- (a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Amending Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code], and Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code to Adopt and Updated Building Code (Ordinance No. \_\_)

**2<sup>nd</sup> Reading of Amendment to Title 15 [Building and Construction] will be agendized at the December 8, 2010 Council meeting**

#### COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS (7:45 pm)

- (5) **Discussion and Report from Town Manager** – Mutual Aid Protocol between Town and The Sequoias

**Town Manager and Ira Kurtz, Executive Director for the Sequoias, will meet and formalize arrangements**

**(6) Discussion and Report from Councilmember Derwin – Update on the Proposed Cargill Saltworks Project**  
*(7:53 pm)*

Staff will bring back a resolution in opposition to the project at the 12/8/10 Council meeting and will respond to the Notice of Preparation (NOP). Staff and two Councilmember's will meet with the Redwood City Planner as well as a few of their Councilmember's.

**(7) Reports from Commission and Committee Liaisons** *(8:55 pm)*  
*There are no written materials for this item.*

Vice Mayor Driscoll – Trails and Paths Committee interviewed potential candidates at their November 9 meeting. The Mayor and Vice Mayor will interview fifteen candidates in the coming week.

Councilmember Derwin – San Mateo County Library Joint Powers Meeting discussed budget strategies, new book mobile, strategic plan update, the Spanish website that has been recently launched and the "Food for Fines" program where the library will collect nonperishable food instead of fines for overdue books.

The Sustainability Committee discussed the energy upgrade program and updates were reported by the three subcommittee groups.

The ASCC held a field meeting at the Cal Water site where the wireless antenna will reside and made a decision on a permanent location, that the antenna will be a replica of a tree, 55' tall and planting will be generational.

Councilmember Richards - The Planning Commission held a study session on updates to the Housing element of the General Plan.

Councilmember Wengert – The Community Events Committee has finalized plans for the Volunteer Appreciation Holiday Party and has received an application of interest to join the committee.

Mayor Toben – None to report.

**WRITTEN COMMUNICATIONS** *(9:03 pm)*

**(8) Town Council Weekly Digest – October 29, 2010**

#1 – Staff to clarify where the proposed donated money is coming from

**(9) Town Council Weekly Digest – November 5, 2010**

**ADJOURNMENT: 9:05 pm**

**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. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

**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).

# **TOWN COUNCIL WEEKLY DIGEST**

Friday – November 19, 2010

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- ☐ 1. E-mail to Steve Toben from Ellie Ferrari containing information on the applicants for the Trails and Paths Committee – November 15, 2010
- ☐ 2. Memorandum to Town Council from Janet McDougall regarding Installation of Automated External Defibrillator – November 18, 2010
- ☐ 3. Letter to Wil Patterson from Janet McDougall expressing appreciation for the donation to the Town of a John Deere lawn tractor and trailer – November 12, 2010
- ☐ 4. E-mail to Steve Hedlund from John Gardner resigning from the Public Works Committee – November 16, 2010
- ☐ 5. E-mail to Leslie Lambert from Jessica Lonergan regarding the Woodside-Portola Valley Fire Protection Foundation – November 17, 2010
- ☐ 6. Memorandum to the San Mateo County Sheriff's Department from Sharon Hanlon regarding Town Center Reservations for December 2010 – November 19, 2010
- ☐ 7. December 2010 Meeting Schedule
- ☐ 8. Agenda – Special ASCC Field Meeting – Monday, November 22, 2010
- ☐ 9. Agenda – Conservation Committee Meeting – Tuesday, November 23, 2010
- ☐ 10. Action Agenda – Regular Planning Commission Meeting – Wednesday, November 17, 2010

## **Attached Separates (Council Only)**

- ☐ 1. Information from the League of California Cities regarding the State League, Orange County Division and Proposed Association of California Cities – Orange County – November 12, 2010
- ☐ 2. Invitation to submit a "Letter of Interest" for the position of Cities Representative on the Local Agency Formation Commission
- ☐ 3. Invitation to attend the Reorganization of the City Council of Menlo Park on Tuesday, December 7, 2010
- ☐ 4. Invitation to attend the Reorganization of the City Council of Hillsborough on Monday, December 13, 2010
- ☐ 5. Invitation to attend the Reorganization of the City Council of Millbrae on Tuesday, December 7, 2010
- ☐ 6. Invitation to attend HIP Housing's 2010 Holiday Celebration on Thursday, December 9, 2010
- ☐ 7. Invitation to attend SLAC Public Lecture "Smashing Protons" on Tuesday, November 30, 2010
- ☐ 8. Community Gatepath's "Pathways" – Fall 2010
- ☐ 9. San Mateo County Mosquito and Vector Control's "Entomology Report" – October 2010
- ☐ 10. ABAG's "Service Matters" – November/December 2010



**Angela Howard**

Digest

---

**From:** Maryann Derwin [maryann@derwin.com]  
**Sent:** Monday, November 15, 2010 5:27 PM  
**To:** Angela Howard  
**Subject:** Fwd: Applicants for Trails and Paths Committee

FYI.

--maryann

Begin forwarded message:

**Resent-From:** <mderwin@portolavalley.net>  
**From:** Ellie Ferrari <elliemferrari@yahoo.com>  
**Date:** November 15, 2010 3:23:29 PM PST  
**To:** <stoben@portolavalley.net>  
**Cc:** <tdriscoll@portolavalley.net>, <mderwin@portolavalley.net>, <jrichards@portolavalley.net>  
**Subject:** Applicants for Trails and Paths Committee

Please note that I have listed candidates for the committee in my order of preference, as well as a brief thumbnail sketch of each, starting with 1.

1. Nicole Miller - lives locally, kids in local schools, helps with school programs, has attended Safe Routes to Schools meetings and given input; congenial, has good ideas, appreciates differing points of view. Hikes, rides. Well rounded, familiar with our trail system.
2. Catherine Siegel - lives locally, retired, hikes, jogs, sometime rider. Raised her kids at the Ranch and knows the trails. Has experience with the way 'local governments can acquire, create and regulate trails and open space'. Business-like yet congenial and well-rounded.
3. Sally Ann Reiss - lives locally. Uses trails a lot, runs, hikes with her kids, walks her dogs. Interested in keeping our trails rural while still providing safe routes for all. Knowledgeable, personable, capable, congenial.
3. Joseph Coleman - Equestrian and uses trails every week. Interested in keeping the trails and footing maintained and helping the town engineer with this, if needed. Stresses that even though he is an equestrian, it does not mean he only supports equestrian issues. Easy-going, willing to work with other committee members and would bring some diversity. Has a conflict with our meetings on second Tuesday of month as he attends a meeting of the Mounted Patrol on the same date. If this were to change, I feel he is a good addition to the committee.
4. Marianne Plunder - lived locally for many years. Impressed with her demeanour, knowledge of local issues and enthusiasm. Head of Conservation Committee, knows our

trails, uses them hiking, dog walking. She likes working with different people and would be an asset to the trails committee.

5. Judith Hasko - recent resident. Her husband bikes, and they both walk the trails with their dog and also run. She comes across as measured, listens and has good ideas. She also appears familiar with our trails.

6. Judith Paris - local resident. Retired and seems to have time to give to committee. Hikes and walks with her dog. Does not seem too familiar with our local trails except those on upper Alpine.

I think these 7 candidates have the most to offer the committee. We have not discussed the candidates, as one committee member thought it better to write down our choices, with no public discussion, to avoid any awkwardness with the public present.

These are the balance:

Linda Yates - did not come to meeting and I think she has a lot to offer. Would like to have an opportunity for her to meet the committee, if she is still interested.

William Ashton - an equestrian and hiker and long-time resident of Portola Valley. I do not feel he seemed quite the right fit for the committee and did not exude much enthusiasm. Am not sure how often he gets out on the trails.

Joan Barbour - long time resident of Portola Valley. Maintains a barn with boarders. No longer rides and has time to volunteer, after a career change. Wants to maintain the rural aspect of our trails. Nice lady with history perspective, no doubt.

Lynn Davis - was member of committee for 9 years. She did voluntarily resign as she indicated she wished to pursue other interests. I feel we have a spate of new candidates who would bring another perspective to the committee and they should be given a chance to serve.

Shelley Sweeney - does not live locally although in our sphere of influence (Woodside). Supports and expresses interest in trails but did not seem familiar with our town trails, when asked, except those around the schools where Safe Routes to School exist, and with which she is involved.



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# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Mayor and Members of the Town Council

**FROM:** Janet McDougall, Assistant Town Manager

**DATE:** November 18, 2010

**RE:** **Installation of Automated External Defibrillator (AED)**

The Town has been provided an Automated External Defibrillator (AED) by the Sequoia Healthcare District at no cost, as part of an ongoing grant program. The Town is eligible for placement of only one unit at no cost through this program.

The unit has been installed in the Conference Room/EOC near the door to the radio room. The unit is portable to allow for its use anywhere at the Town Center Campus. The entire Town staff has received training in both CPR and use of AED's.

The AED can be accessed by simply opening the cabinet on the wall and removing the unit. It should be noted that the cabinet is equipped with an audible alarm and a red emergency light that will sound in the event the cabinet is opened. The alarm can be turned off with a key that is located in the cabinet behind the AED. An additional key will be located in the key cabinet at Town Hall.

The alarm is designed to alert others in surrounding offices that an emergency may exist and they should report to the Conference Room/EOC because assistance may be needed to call 9-1-1 or render other aid. The alarm can be disabled in the future; however staff believes leaving the alarm in place may provide an important benefit in the event an emergency exists.

In accordance with requirements of the grant, as well as applicable law, the unit will be periodically checked to ensure it is functioning, and reports concerning its use and condition will be provided to the Sequoia Healthcare District.

It should be noted there may be ABAG grant funds available for placement of additional units in the future; however, ABAG has indicated a strong preference that the Town install a telephone line immediately adjacent to any AED units purchased with ABAG funding. For this reason, staff has obtained only one unit at this time.

# TOWN of PORTOLA VALLEY

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

November 12, 2010

Wil Patterson  
126 Stonegate Road  
Portola Valley, CA 94028

Dear Wil:

Thank you for your generosity in donating your John Deere lawn tractor and trailer to the Town. Our maintenance staff will put these items to good use and we are grateful that you have once again considered the Town's needs.

You have indicated the tractor and trailer have a value of \$1,500.00. Internal Revenue Service regulations require that I advise you that no goods or services were received in exchange for your gift and, therefore, your entire gift is tax-deductible.

Wil, it was very thoughtful of you to once again consider the Town's needs as you have. On behalf of the Town of Portola Valley, thank you for your kind generosity!

Sincerely,



Janet McDougall  
Assistant Town Manager

Town Manager  
Town Council

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**From:** John Gardner [gardnerpv@yahoo.com]  
**Sent:** Tuesday, November 16, 2010 9:24 AM  
**To:** Steve Hedlund  
**Cc:** Howard Young; Sharon Hanlon  
**Subject:** Public Works

Steve,

Its time for me to retire from the Corp. My accumulation of years doesn't fit the too well with your after-hours job description of "streets & storm damage & tree down."

Over the years, I have enjoyed the association with all the gentlemen on the committee, Howard, and all in the PW Department.

Sincerely, John Gardner

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**Leslie Lambert**

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**From:** Jessica Lonergan [Jessica@SPURprojects.com]  
**Sent:** Wednesday, November 17, 2010 8:47 AM  
**To:** Leslie Lambert  
**Subject:** Woodside-Portola Valley Fire Protection Foundation - PV Forum

Dear Ms Lambert:

This week residents and businesses in the Woodside-Portola Valley Fire District will receive detailed information about the recently formed Fire Protection Foundation.

High expectations. High standards. Our community expects excellent emergency response. The Woodside Fire Protection District's (WFPD) goal is to deliver the most advanced and efficient response to incidents of all kinds. To meet this need, we have established the Woodside-Portola Valley Fire Protection Foundation ([www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org)) to augment the budget of the Fire District for up-to-date equipment, facilities, fire prevention and training.

Like our local public schools, the Fire District is faced with a significant decrease in government funding and increasing costs. Private funding and support are critical. Our Foundation's immediate goal of \$250,000 over the next year will enable the continued success of our District's services and programs.

Attached are more details about our efforts to maintain a healthy Fire District. You can also find information about us on the web: [www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org). We're also on Facebook at Woodside-Portola Valley Fire Protection Foundation.

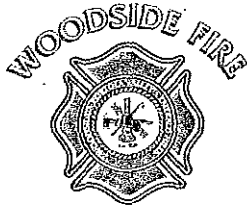
We encourage you to share the details of our organization with your group so that you all can support our efforts to maintain excellence in fire protection and community safety.

The Woodside-Portola Valley Fire Protection Foundation, a 501(c)(3) non-profit corporation, was founded in 2009. Our Board is comprised of a team of community volunteers and Fire District staff.

If you have any questions, please contact me.

Sincerely,

Jessica Lonergan  
Foundation Board Member  
650.400.7166  
Jessica@SpurProjects.com  
The Woodside-Portola Valley Fire Protection Foundation



Press Release Advance

## FOUNDATION

SERVING WOODSIDE,  
PORTOLA VALLEY,  
EMERALD HILLS, LADERA,  
LOS TRANCOS, SKYLINE  
AND VISTA VERDE

## FOUNDATION FORMED TO SUPPORT FIRE DISTRICT

WOODSIDE, Calif. – November 15, 2010 – The Woodside Fire Protection District has established the Woodside-Portola Valley Fire Protection Foundation ([www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org)) to augment the budget of the Fire District for up-to-date equipment, facilities, fire prevention and training.

Like the local public schools, the Fire District is faced with a significant decrease in government funding and increasing costs. Private funding and support are critical. The Foundation's immediate goal of \$250,000 over the next year will enable the continued success of the District's services and programs.

"Responding to over 2,000 incidents every year, our firefighters do much more today than ever before," said Armando Muela, Fire Chief, Woodside Fire Protection District.

Serving 32 square miles, the Woodside Fire Protection District (WFPD) serves the Town of Woodside, the Town of Portola Valley, and the areas of Emerald Hills, Ladera, Los Trancos, Skyline and Vista Verde in San Mateo County.

This fall, via a mass mailing, the Foundation will be educating the community about all the fire department does for the area it serves, and how the community can insure that these outstanding services continue. The Foundation is also developing a fundraiser and awareness event for 2011.

The Woodside-Portola Valley Fire Protection Foundation, a 501(c)(3) non-profit corporation, was founded in 2009. The Board is comprised of a team of community volunteers and Fire District staff. For more information about the Foundation, visit its website [www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org).

**Contact:**  
Jessica Lonergan  
Foundation Board Member  
650.400.7166  
[Jessica@SpurProjects.com](mailto:Jessica@SpurProjects.com)

Woodside-Portola Valley Fire Protection Foundation  
650.851.1594

[info@FireDistrictFoundation.org](mailto:info@FireDistrictFoundation.org)

### BOARD

DENISE ENEA  
*President*

ARMANDO MUELA  
*Vice President*

ROBERT DOUTHIT  
*Secretary*

DAN GHIORSO  
*Treasurer*

KEVIN BIANCHINI

BILL BUTLER

RUDY DRISCOLL

LORRIE DUVAL

JESSICA LONERGAN

MIKE PUTTERMAN

ADOLPH ROSEKRANS

GARTER WARR

### ADVISORY BOARD

BUFFY BIANCHINI

ROBERT FLINT

GLENDA FUGE

MIKE FUGE

JOHN GARDNER

JOANNE KURZ

BILL MANN

GAYLYNNE MANN

RON ROMINES

PERRY SAMUELS

### HONORARY BOARD MEMBERS

AMBASSADOR L.W. "BILL"  
1919-2010

WOODSIDE-PORTOLA VALLEY FIRE PROTECTION FOUNDATION  
3111 Woodside Road, Woodside, CA 94062 | Tel 650.851.1594 Fax 650.851.3960  
[www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org) | [info@FireDistrictFoundation.org](mailto:info@FireDistrictFoundation.org)

###

501(c)(3) #27-0815321

### **Our Goal Today**

Help us reach our immediate goal of \$250,000 for:

- 1) technical rescue equipment (such as extrication tools for car accidents and thermal imaging cameras for fire rescue),
- 2) emergency medical services (EMS) (including maintenance of the Fire District ambulance service and new automated CPR machines for cardiac arrest), and
- 3) fire prevention and education (such as updates for CPR and First Aid materials and upgraded Chipper Program equipment).

### **Our Long-term Goal**

Rebuilding of WFPD Headquarters Station 7 (Woodside) and Station 8 (Portola Valley) to bring them up to current building code, OSHA, and National Fire Protection Agency standards and enable them to offer facilities for community and fire staff training and emergency operations similar to Station 19 (Emerald Hills) rebuilt in 2006.

Please contact us now if you can help us meet our long-term goal sooner.

*Donations to the Foundation will never be used for firefighter salaries or benefits.*



### **You Can Help**

#### **Donate Today!**

It's easy on our website. Visit:  
[www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org)

We accept donations at all levels including stocks, real estate, bonds and other readily marketable securities. All contributions are tax-deductible to the fullest extent of the law. 501(c)(3) Tax ID #27-0815321

#### **Sign Up!**

Register your email for updates and more.

#### **Get Involved!**

If you have expertise in grant-writing, fund-raising, financial management or non-profit management, we'd love to have you as part of our crew. Contact us at [info@FireDistrictFoundation.org](mailto:info@FireDistrictFoundation.org) or 650.851.1594.

#### **Learn More!**

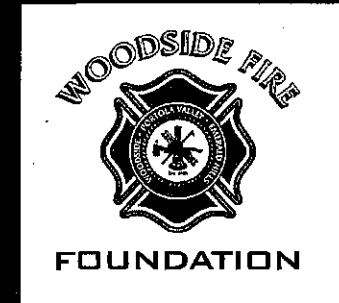
At [www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org) or email [info@FireDistrictFoundation.org](mailto:info@FireDistrictFoundation.org). We're on Facebook at *Woodside-Portola Valley Fire Protection Foundation*.

Woodside-Portola Valley Fire Protection Foundation  
3111 Woodside Road  
Woodside, CA 94062  
[info@FireDistrictFoundation.org](mailto:info@FireDistrictFoundation.org)  
[www.FireDistrictFoundation.org](http://www.FireDistrictFoundation.org)  
650.851.1594 Tel  
650.851.3960 Fax



## **High Expectations High Standards**

### **Woodside-Portola Valley Fire Protection Foundation**



*Serving Woodside, Portola Valley,  
Emerald Hills, Ladera, Los Trancos,  
Skyline and Vista Verde*



The Woodside-Portola Valley Fire Protection Foundation was founded in 2009 **to augment the Woodside Fire Protection District (WFPD) budget for up-to-date equipment, facilities, fire prevention and training.** Funds raised by the Foundation, a non-profit 501(c)(3) organization, will enable WFPD to provide the most advanced and efficient form of emergency services.

#### ***Why a Foundation for WFPD***

Now in its eighth decade of operation, WFPD faces a growing challenge as it strives to deal with a **significant decrease in govern-**



**ment funding** while keeping pace with new technology, equipment upgrades, increased training requirements and a growing number

of emergency incidents. Additional funds are critical.

#### ***Much More Than a Fire Department***

Responding to over 2000 incidents every year, our firefighters do much more today than ever before, responding not just to house fires, but also to medical calls, high-speed vehicle accidents, downed power lines, hazardous materials incidents, equine emergencies and natural disasters. WFPD provides a vital safety net for our residents both as a local and as a state-wide resource during large-scale incidents such as wildfires. They provide valuable education and services to the public



through regular CPR, AED and First Aid classes, the Chipper Program for fire prevention and through community disaster training in close cooperation with the Citizens Emergency Response Preparedness Program (CERPP).

As a result, the skills and the toolboxes of today's firefighters are complex, requiring constant upgrades and improvements – all with a goal of maintaining an excellent

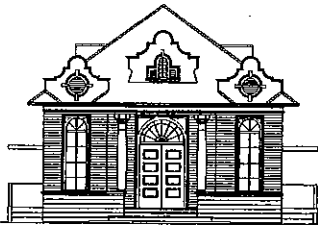
level of expertise in response to incidents of all kinds. It's no longer just fire. **It's all-risk emergency response.**

#### ***Not Alone in Needing Your Help***

Many organizations around the country are faced with balancing increasing costs and lower revenues. Increasingly, operations formerly funded by tax revenues are forced to find alternate sources of funds. Locally, public school districts have established non-profit fundraising foundations to bridge the gaps in their districts' budgets. Our Foundation does this for WFPD by receiving and distributing tax-deductible contributions from private donors and from Federal and private grant programs. **WFPD needs your help.**



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# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** San Mateo County Sheriff's Department  
**FROM:** Sharon Hanlon  
**DATE:** November 19, 2010  
**SUBJ:** Town Center Reservations for December 2010

Following is the current December 2010 schedule of events for the Town Center and surrounding area.

**December 3: Volunteer Appreciation Holiday Party / Community Hall / 6:00 - 10:00 pm**

**December 4: Holiday Arts & Craft Fair / Historic Schoolhouse / 8:00 am – 6:00 pm**

**December 24, 2010 through January 2, 2011: Town Hall Closed for Christmas and New Year Holidays**

# Town of Portola Valley

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

## DECEMBER 2010 MEETING SCHEDULE

Note: Unless otherwise noted below and on the agenda, all meetings take place in the Historic Schoolhouse, located at 765 Portola Road, Portola Valley, CA

### TOWN COUNCIL – 7:30 PM (Meets 2<sup>nd</sup> & 4<sup>th</sup> Wednesdays)

Wednesday, December 8, 2010

Wednesday, December 22, 2010

### PLANNING COMMISSION – 7:30 PM (Meets 1<sup>st</sup> & 3<sup>rd</sup> Wednesdays)

Council Liaison – John Richards

Wednesday, December 1, 2010

Wednesday, December 15, 2010

### ARCHITECTURAL & SITE CONTROL COMMISSION - 7:30 PM (Meets 2<sup>nd</sup> & 4<sup>th</sup> Mondays)

Council Liaison – Maryann Derwin

Monday, December 13, 2010

Monday, December 27, 2010 - **CANCELLED**

### CABLE TV COMMITTEE – 8:15 AM (Meets 2<sup>nd</sup> Thursday) alternate odd numbered months

Council Liaison – John Richards

No meeting in December

### COMMUNITY EVENTS COMMITTEE

Council Liaison – Ann Wengert

### CONSERVATION COMMITTEE – 8:00 PM (Meets 4<sup>th</sup> Tuesday)

Council Liaison – Ted Driscoll

Tuesday, December 28, 2010 - **CANCELLED**

### CULTURAL ARTS COMMITTEE

Council Liaison – Maryann Derwin

As announced

### EMERGENCY PREPAREDNESS COMMITTEE – 8:00 AM in the EOC/Conference Room at Town Hall (Meets 2<sup>nd</sup> Thursday)

Council Liaison – Ted Driscoll

Thursday, December 9, 2010

### FINANCE COMMITTEE

Council Liaison – Ann Wengert

As announced

GEOLOGIC SAFETY COMMITTEE – 7:30 PM

Council Liaison – Ted Driscoll

As announced

HISTORIC RESOURCES COMMITTEE

Council Liaison – Maryann Derwin

As announced

NATURE AND SCIENCE COMMITTEE – 4:00 PM (Meets 2<sup>nd</sup> Thursday) alternate even numbered months

Council Liaison – Steve Toben

Wednesday, December 1, 2010 – **SPECIAL MEETING**

Thursday, December 9, 2010 – Regular meeting **CANCELLED**

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Steve Toben

As announced

PARKS & RECREATION COMMITTEE – 7:30 PM (Meets 3<sup>rd</sup> Monday)

Council Liaison – Ann Wengert

Monday, December 20, 2010 – **CANCELLED**

PUBLIC WORKS COMMITTEE

Council Liaison – John Richards

As announced

SUSTAINABILITY COMMITTEE – 4:00 PM (Meets 3<sup>rd</sup> Monday)

Council Liaison – Maryann Derwin

Monday, December 6, 2010 – 4:00 pm in the Alder Room at Community Hall

TEEN COMMITTEE

Council Liaison – Ann Wengert

As announced

TRAFFIC COMMITTEE – 8:15 AM (Meets 1<sup>st</sup> Thursday)

Council Liaison – Steve Toben

Thursday, December 2, 2010

TRAILS & PATHS COMMITTEE (Meets Monthly, or as needed)

Council Liaison – Ted Driscoll

Tuesday, December 14, 2010



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**TOWN OF PORTOLA VALLEY  
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)  
Monday, November 22, 2010  
Special Field Meeting (time and place as listed herein)  
7:30 PM – Regular ASCC Meeting  
Historic Schoolhouse  
765 Portola Road, Portola Valley, CA 94028**

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**SPECIAL JOINT PLANNING COMMISSION/ASCC FIELD MEETING\***

4:00pm Ford Field Preliminary Review and comment on the framework for plans that will be prepared for refurbishment of the Town's Ford Field facility on Alpine Road. (ASCC review to continue at Regular Meeting)

**7:30 PM - REGULAR AGENDA\***

1. Call to Order:

2. Roll Call: Aalfs, Breen, Clark, Hughes, Warr

3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

4. Old Business:

a. Continued Review – Conditional Use Permit (CUP) X7D-170, Installation of a Wireless Communication Antenna Facility, Golden Oak at Peak Lane, T-Mobile West Corporation

5. New Business:

a. Lot Line Adjustment X6D-209, 470 and 480 Wayside Road, Dwight, Woodward and Town of Portola Valley

6. Preliminary Review of the Planning Framework for Development of Plans for Refurbishment of Ford Field, Town of Portola Valley

7. Approval of Minutes: November 8, 2010

8. Adjournment

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\*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

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**PROPERTY OWNER ATTENDANCE.** The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

**WRITTEN MATERIALS.** Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

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### **ASSISTANCE FOR PERSONS WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

### **PUBLIC HEARINGS**

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a 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 later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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This Notice is Posted in Compliance with the Government Code of the State of California.

Date: November 19, 2010

CheyAnne Brown  
Planning & Building Assistant

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9

**TOWN OF PORTOLA VALLEY**  
**Conservation Committee**  
**Tuesday, November 23, 2010 - 8:00 PM**  
**Historic Schoolhouse**  
**765 Portola Road, Portola Valley, CA 94028**

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## AGENDA

1. **Call to Order**
2. **Oral Communications**
3. **Approval of Minutes – October 26, 2010**
4. **Old Business**
  - A. Schedule of events for 2010
    - SOD blitz November 8 recap
    - Holiday Fair December 4 issues
  - B. Update from website subcommittee and doc subcommittee
  - C. DeStaebler plant list final review
  - D. Update Town Open Space parcel management/owners
    - Shady trail parcel / access chain / restoration
    - Regular checks on use and condition
  - E. Tip of the month / PV Forum
  - F. Report on 138 Ramoso site visit
5. **New Business**
  - A. Schedule of events 2011
    - Leslie Lambert & Brandi de Garneau: Earth Day 4/16/11 - 10:00 a.m. – 2:00 p.m.  
CC participation in planning and at the event
    - Diane Talbert Sempervirens Fund event / sponsorship
  - B. Committee members 2011
  - C. Weeding checklist / Heiple
  - D. Site permits
    - Notice of Application for Landscaping 4860 Alpine Road
  - E. Tree permits
6. **Announcements**
7. **Adjournment**



10

**TOWN OF PORTOLA VALLEY  
REGULAR PLANNING COMMISSION MEETING  
765 Portola Road, Portola Valley, CA 94028  
Wednesday, November 17, 2010 – 7:30 p.m.  
Council Chambers (Historic Schoolhouse)**

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**ACTION  
AGENDA**

Call to Order, Roll Call 7:35 p.m.

Commissioners McIntosh, Von Feldt, Zaffaroni, Chairperson Gilbert, and Vice-Chairperson McKitterick (**Chairperson Gilbert Absent. Also Present: John Richards Town Council Liaison, Tom Vlastic Town Planner, Leslie Lambert Planning Manager**)

Oral Communications

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

**None**

Regular Agenda

1. *Preliminary* Review of Subdivision Proposal X6D-210, 1260 Westridge Drive, Shoreinstein Realty **Continued to December 1 meeting**
2. *Preliminary* Review of Proposed Lot Line Adjustment X6D-209, Dwight, Woodward & Town of Portola Valley, 470 and 480 Wayside Road **Commission conducted preliminary review recommending proposed lot line adjustment be scheduled for public hearing.**

Commission, Staff, Committee Reports and Recommendations

1. Lambert provided information and informed Commission of a joint ASCC/PC field meeting on Monday, November 22<sup>nd</sup> at 4:00 to review proposed improvements at Ford Field.
2. Vlastic provided upcoming schedule of items before Commission in December/January.

Approval of Minutes: November 3, 2010

**Minutes approved as amended.**

Adjournment 7:55 p.m.



**ASSISTANCE FOR PERSONS WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700 ext. 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

**AVAILABILITY OF INFORMATION**

Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley branch of the San Mateo County Library located at Corte Madera School, Alpine Road and Indian Crossing.

**PUBLIC HEARINGS**

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a 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 later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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This Notice is posted in compliance with the Government Code of the State of California.

Date: November 12, 2010

CheyAnne Brown  
Planning & Building Assistant

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# TOWN COUNCIL WEEKLY DIGEST

16

Friday – December 3, 2010

- 
- ☐ 1. Memorandum to Town Council from Leigh Prince regarding Proposition 26 – November 30, 2010
  - ☐ 2. E-mail to/from Steve Toben from/to Noah Eisner regarding Use of Artificial Turf at Town Center Fields – November 26, 2010
  - ☐ 3. Letter to Ted Driscoll from Dorothea Nell regarding Town Council's involvement with the Trails Committee – December 2, 2010
  - ☐ 4. Letter to Town Council from Jo Ann Dearman regarding the appointment of a new representative to the Board of Trustees of the San Mateo County Mosquito and Vector Control District – November 17, 2010
  - ☐ 5. Memorandum to Town Council from C/CAG regarding Committee vacancies – November 18, 2010
  - ☐ 6. Letter to Town Council from Rosanne Foust requesting support for her re-appointment to the Board of the San Mateo County Transportation Authority – November 23, 2010
  - ☐ 7. Letter to Town Council from Barbara Pierce requesting support for her appointment to the Metropolitan Transportation Commission – November 24, 2010
  - ☐ 8. Letter to Town Council from Kirsten Keith requesting support for her appointment to the California Identification System Committee – November 29, 2010
  - ☐ 9. Letter to Town Council from Pedro Gonzalez requesting support for his re-appointment to the Housing Endowment Regional Trust Board – November 30, 2010
  - ☐ 10. Letter to Town Council from Michael Guingona requesting support for his appointment to the SamTrans Board of Directors and the San Mateo County Transportation Authority – November 18, 2010
  - ☐ 11. Letter to Town Council from Karyl Matsumoto requesting support for her re-election to the SamTrans Board – November 29, 2010
  - ☐ 12. Letter to Town Council from Jerry Deal requesting support for his re-appointment to the SamTrans Board - November 22, 2010
  - ☐ 13. Letter to Town Council from Kevin Mullin requesting support for his appointment to the Metropolitan Transportation Commission – November 30, 2010
  - ☐ 14. Letter to Town Council from Marge Colapietro requesting support for her appointment to Chairwoman of the San Mateo County Council of Cities and the San Mateo County City Selection Committee – November 29, 2010
  - ☐ 15. Letter to Town Council from Richard Garbarino requesting support for his appointment to the Local Agency Formation Commission – November 23, 2010
  - ☐ 16. Letter to Town Council from Dave Tanner requesting support for his appointment to the Local Agency Formation Commission – November 22, 2010

- ☐ 17. Letter to Town Council from Terry Nagel requesting support for his re-election to the San Mateo County Transportation Authority – November 18, 2010
- ☐ 18. Copy of letter to Becky Romero from Andy Cohen expressing interest in serving on the Local Agency Formation Commission – November 18, 2010
- ☐ 19. Contact Information of those serving on the Belmont City Council
- ☐ 20. Month End Financial Report for the month of November 2010
- ☐ 21. Notice that the Portola Valley Town Hall will be closed from Friday, December 24 through Friday, December 31, 2010
- ☐ 22. Notice of Cancellation of Nature and Science Committee Meeting scheduled for Thursday, December 9, 2010
- ☐ 23. Agenda – Regular Planning Commission Meeting – Wednesday, December 1, 2010
- ☐ 24. Agenda – Emergency Preparedness Committee Meeting – Thursday, December 9, 2010
- ☐ 25. Action Agenda – Special ASCC Field Meeting – Monday, November 22, 2010
- ☐ 26. Action Agenda – Regular Planning Commission Meeting – Wednesday, December 1, 2010

**Attached Separates (Council Only)**

- ☐ 1. Invitation to the Reorganization of the City Council of Menlo Park on Tuesday, December 7, 2010
- ☐ 2. Invitation to the Reorganization of the Daly City Council on Monday, December 6, 2010
- ☐ 3. Invitation to the Reorganization of the Colma City Council on Tuesday, December 7, 2010
- ☐ 4. Invitation to the Council of Cities Dinner/Meeting on Friday, December 17, 2010
- ☐ 5. Invitation to a Joyous Evening of Art, Music & Holiday Cheer on Wednesday, December 8, 2010
- ☐ 6. The Redwood City Library Foundation's "The Bookmark" – Fall 2010
- ☐ 7. San Mateo County's "Labor" – December 2010
- ☐ 8. Midpeninsula Regional Open Space District's "Views" – Winter 2010/2011
- ☐ 9. League of California Cities' "Western City" – December 2010



# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Town Council

**FROM:** Leigh Prince, Town Attorney's Office

**DATE:** November 30, 2010

**RE:** Proposition 26

On November 2, 2010, California voters approved Proposition 26, which converts some local fees into taxes requiring two-thirds voter approval. Proposition 26 follows a long line of voter-approved initiatives that restrict the ability of local governments to impose fees and taxes without a two-thirds voter approval.

Proposition 26 defines "tax" to mean any levy, charge or exaction of any kind imposed by a local government, except the following:

1. A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege. **Example:** Planning and police permits.
2. A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product. **Example:** Utility fees not subject to Proposition 218.
3. A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof. **Example:** Building permit fees.
4. A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property. **Example:** Rental of Town facilities.
5. A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law. **Example:** Parking fines, code enforcement penalties and late payment fees.
6. A charge imposed as a condition of property development. **Example:** Impact fees.
7. Assessments and property-related fees imposed in accordance with the provisions of Article XIII D. **Example:** Water, sewer and trash service.

Local government bears the burden of proving by a preponderance of the evidence that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burdens on, or benefits received from, the governmental activity.

Proposition 26 with respect to local governments became effective November 3, 2010, and should not have an effect on how the Town does business today. However, any new or increased fee should be analyzed as to whether it is a "tax" in light of Proposition 26.

cc: Town Manager

**From:** Steve Toben [stoben@florafamily.org]  
**Sent:** Friday, November 26, 2010 5:32 PM  
**To:** Noah Eisner  
**Cc:** Sharon Hanlon  
**Subject:** Re: Use of artificial turf at Town Center Fields

Dear Mr. Eisner,

Thank you for your message. I have asked our Town Clerk to place it in our Weekly Digest for review by the Town Council. The Council has considered this issue before. Artificial turf is a very tough sell in Portola Valley. Many residents in our community are on record as expressing the view that artificial turf runs contrary to the ethos of the Town. I certainly understand that there are environmental trade-offs involved in the issue of synthetic turf versus grass, but I perceive that there is a strong bias in favor of grass. I'm sure you are also aware of concerns about microbes and the heat of turf surfaces in hot weather. In considering a move to turf, we would take into account environmental and health costs as well as financial considerations.

We will look at this at our December 8 meeting.

Regards,

Steve Toben

----- Original Message -----

**From:** "Noah Eisner" <noah.eisner@gmail.com>  
**To:** [stoben@portolavalley.net](mailto:stoben@portolavalley.net)  
**Sent:** Monday, November 22, 2010 12:17:49 PM (GMT-0500) America/New\_York  
**Subject:** Use of artificial turf at Town Center Fields

Mayor Toben,

As a long-time participant (and coach) for the co-ed PVASL soccer league, I'm emailing you to consider replacing the Town Center natural grass fields with artificial turf. From my observations, here's what we're experiencing on the natural grass fields:

- On average, we must cancel the week's games 3 to 4 times for each ~11 game season due to rainfall. That's a 27-36% rainout percentage.
- The fields are closed starting around Thanksgiving until Spring so we cannot reschedule
- Injuries are getting more common
- After the main Town Center renovation, the grass field had major problems. Due to this, the entire field needed to be resodded and closed for a long period. I'm guessing this resodding was not free either.

The lack of availability of the fields hurts parents, kids and, in the long-term, town revenues. A simple example was Sunday when the sun was shining, but the fields were unplayable. The turf fields in the area were in full use.

I'd like to point you to a recent 2010 study by Cal Berkeley on the impact of artificial turf. I've also attached it. <http://www.businesswire.com/news/home/20100405005947/en/Manex-UC-Berkeley-Issue-Study-Recycled-Rubber>

In this independent study, the findings include:

- Artificial turf has better playability and all-weather availability compared to natural grass
- Artificial turf allows roughly 3000 playing hours annually while natural grass is between 300 and 800
- Costs of artificial turf is 10-20% lower than natural grass on a 10-year basis and 70-80% cheaper on a per-use basis
- Artificial turf had a significantly lower injury rate compared to natural grass.
- There is significant complexity/nuances in studying the environmental friendliness of artificial turf vs. natural grass. It's not straightforward.

I hope the Town will reconsider artificial turf for the Town Center Fields.

Sincerely,  
Noah Eisner

650.619.1531



April 05, 2010 01:46 PM Eastern Time

## **Manex and UC Berkeley Issue Study on Recycled Rubber in Artificial Turf Applications**

*Review of Studies From Past 12 Years Combined With Independent Analysis Yields Most Comprehensive Report to Date*

SAN RAMON, Calif.--(BUSINESS WIRE)--The Corporation for Manufacturing Excellence (Manex) and the Laboratory for Manufacturing and Sustainability (LMAS) at the University of California, Berkeley, have released the results of their study on the impact, effectiveness, and safety of recycled tire crumb in artificial turf applications.

The Manex/UC Berkeley study reviews the benefits of recycled crumb rubber in artificial turf applications, providing insight for the material's growth in popularity and addressing common issues surrounding its efficacy and safety. The research also analyzes the primary features, economic benefits and other advantages that have led to the widespread expansion and adoption of artificial turf using recycled crumb rubber infill.

The research conducted by Manex and Berkeley is among the most comprehensive reports to date, reviewing and assessing existing studies from the past 12 years, as well as containing independent analysis. The conclusions of this study validate key findings from other recent studies, demonstrating the materials are both cost-effective and safe. Reasons for the dramatic growth in popularity of this material include excellent playability, all-weather availability, increased playing hours, significantly reduced maintenance, cost-effective investment, safe application, fewer injuries and positive environmental impacts, through the creative re-use of materials.

Jonathan Lee, Vice President at Manex adds perspective to misconceptions about crumb rubber. "Prior studies have been limited in scope, often assessing artificial turf and crumb rubber in and of themselves rather than in comparison to their real-world substitutes. Instead of focusing entirely on the potential hazards, these materials should be compared against the popular alternative, such as natural turf, for a balanced perspective. For example, even natural turf is not necessarily a benign or sterile material, and may contain chemicals, pesticides, chemical and organic fertilizer (such as manure) and other potential hazards. Grass fields are almost always maintained using equipment that generates pollution. In other words, artificial turf containing recycled crumb rubber is quite safe and cost-effective when compared to natural turf alternatives."

According to Rachel Simon of UC Berkeley who led the study for LMAS, "People tend to think that products more closely derived from nature are safer and better for the environment than those that are synthetic based. However, in many cases synthetic materials perform better than their 'more natural' counterparts across the various metrics used in evaluations. This has been shown to be the case with artificial turf, which offers several distinct advantages over grass, while using materials that are already prevalent in peoples' lives, such as recycled tires."

As part of this study, independent product test results were obtained and reviewed for crumb rubber produced by BAS Recycling of Moreno Valley, CA, a high-volume producer of cryogenic crumb rubber for synthetic turf. The test results confirmed that crumb rubber is safe for use in sports and athletic field environments.

Individuals interested in obtaining a copy of the full report may email [turfstudy@manexconsulting.com](mailto:turfstudy@manexconsulting.com).

### **About Manex**

*Founded in 1995, The Corporation for Manufacturing Excellence (Manex) provides a broad array of proven advisory and implementation solutions exclusively to manufacturers, distributors and their supply chains, enabling them to increase growth, productivity, quality and profitability. Manex delivers high-impact solutions in four key areas: strategy, people, process and performance. Meaningful, rapid impact and ROI are achieved through a modular-yet-holistic approach encompassing corporate strategy and planning, marketing strategy, training and development, Lean Manufacturing, supply chain and logistics, Six*



*Sigma, ISO, and performance management systems. Manex is the Northern California affiliate of the NIST Manufacturing Extension Partnership.*

For more information about Manex, visit [www.manexconsulting.com](http://www.manexconsulting.com).

**About UC Berkeley's Laboratory for Manufacturing and Sustainability (LMAS)**

*Research at LMAS is concerned with the analysis and improvement of manufacturing processes, systems and enterprises and the development of tools to analyze their sustainability. Research is focused on: metrics and analytical tools for assessing the impact of processes, systems and enterprises, modeling sustainable, environmentally-conscious manufacturing processes and systems, green supply chains, manufacturing technology for reduced impact manufacturing, technology for producing advanced energy sources or storage, cleantech and sustainable products and systems. Specific projects include: design for sustainability, green machine tools, sustainable packaging, impact and life cycle assessment tools for manufacturing (including embedded energy, materials, water, consumables), metrics for assessing green technology ROI (e.g. GHG ROI, Energy payback time, etc.), risk assessment for energy and resource use and enterprise carbon accounting.*

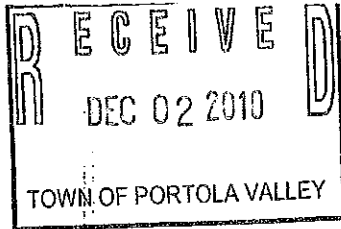
For more information about UC Berkeley and LMAS, visit <http://lma.berkeley.edu>.

**Contacts**

Manex  
Nana Cho, 925-807-5119  
Director of Corporate Development

Permalink: <http://www.businesswire.com/news/home/20100405005947/en/Manex-UC-Berkeley-Issue-Study-Recycled-Rubber>





3

Dec 2, 2010

To Councilman Driscoll:

To clarify your question of Council support, the Council has supported the trail system financially but has consistently rejected our advice on issues that we felt important enough to fight for.

You also pull the rug out from under us by cancelling our meetings thus preventing any action by the Committee, effectively silencing us, (dirty trick). There are issues that come up that do not directly involve the Council's slough, culverts trimming, encroachments etc. and regular meetings allow consistency in dealing with them.

Incidentally, I don't remember anything in the Town Charter that gives you the right to cancel our meetings. Enlighten me.

Rather than advise, you now want us to advocate for the Council agendas - not our job!

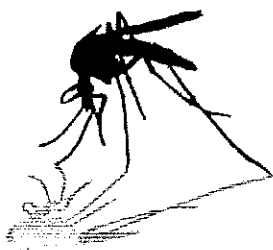
Are you sure that the Council isn't abusing and exceeding its power?

Town Council

copies: Trail Com.

Dorothea Nell

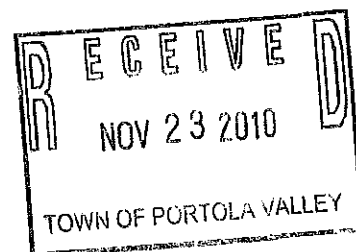
Trail Committee member still.



**San Mateo County  
Mosquito and Vector Control District**

1351 Rollins Rd  
Burlingame CA 94010  
(650) 344-8592 Fax (650) 344-3843  
www.smcmad.org

November 17, 2010



Town Council  
Town of Portola Valley  
765 Portola Rd  
Portola Valley, CA 94028

Honorable Members of the Council:

The current term of office for Joseph Fil, representative to the Board of Trustees of this District from the Town of Portola Valley will expire on December 31, 2010.

It is kindly requested that the appointment or new appointment, be made for the ensuing term of January 1, 2011 through December 31, 2012 or through December 31, 2014, according to the 2005 California Health and Safety Code, Section 2022:

“The term of office for a member of the board of trustees shall be for a term of two or four years, at the discretion of the appointing authority”.

The common law incompatibility of office doctrine was addressed in SB 1574, Beverly, (1996) and now a Town Council member may be appointed to the Board of Trustees.

Once an appointment is made, please forward a letter to that fact indicating the term length. Thank you for your attention to this request.

Sincerely,

A handwritten signature in cursive script that reads "Jo Ann Dearman".

Jo Ann Dearman  
Finance Director  
Clerk of the Board

cc: Joseph Fil, Trustee for Town of Portola Valley

**C/CAG**  
**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
**OF SAN MATEO COUNTY**

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

**Date:** November 18, 2010

**To:** All Councilpersons of San Mateo County Cities and  
Members of the Board of Supervisors

**From:** Thomas M. Kasten, Chair, City/County Association of Governments

**Subject:** **Vacancies on the Congestion Management and Environmental Quality  
Committee (CMEQ) and the Bicycle and Pedestrian Advisory Committee  
(BPAC)**

The City/County Association of Governments (C/CAG) currently has vacancies on two of its standing Committees for elected officials of City Councils and/or the Board of Supervisors. Individuals wishing to be considered for appointment to either of these Committees should send a letter of interest to:

Richard Napier, C/CAG Executive Director  
City/County Association of Governments  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

or fax to 650-361-8227

or e-mail to [tmadalena@co.sanmateo.ca.us](mailto:tmadalena@co.sanmateo.ca.us)

Individuals must be an elected official of one of the twenty City Councils in San Mateo County or an elected official of the County Board of Supervisors. Individuals may indicate interest in serving on one or more of the committees where there are vacancies. The letter of interest should include the reasons why the individual wishes to be appointed and any particular experience, background or qualities that they feel would bring value to that Committee. All letters of interest will be considered by the C/CAG Board.

The current vacancies are on the following committees:

1. The Congestion Management and Environmental Quality Committee (CMEQ) provides advice and recommendations to the full C/CAG Board on all matters relating to transportation planning, congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing the local jurisdictions in San Mateo County. The role of the CMEQ Committee also includes making recommendations to the C/CAG Board on the allocation of funding for specific projects and activities addressing these programmatic areas. The Committee meets on the last Monday of each month from 3:00 p.m. to 5:00 p.m. in the San Mateo City Hall. There are two vacancies on this Committee.

2. The Bicycle and Pedestrian Advisory Committee (BPAC) provides advice and recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning, and selection of projects for state and federal funding. This Committee has approximately six meetings per year. They generally fall on the fourth Thursday of the month from 7:00 p.m. to 9:00 p.m. in San Mateo City Hall. There is one vacancy on this Committee.

All of these vacancies are for individuals who are elected city councilpersons or elected members of the Board of Supervisors. If you would like to be considered for either of these Committees, or would like to nominate an elected official for appointment to one or more of the Committees, please submit your request to Richard Napier through letter, fax, or e-mail at the addresses provided at the beginning of this letter by December 23, 2010.

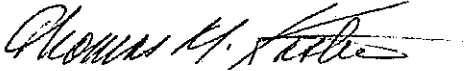
If you have any questions about any of these Committees or this appointment process, please feel free to contact any of the C/CAG Staff as follows:

Richard Napier  
650-599-1420

Sandy Wong  
650-599-1409  
[slwong@co.sanmateo.ca.us](mailto:slwong@co.sanmateo.ca.us)

Tom Madalena  
650-599-1460  
[tmadalena@co.sanmateo.ca.us](mailto:tmadalena@co.sanmateo.ca.us)

Sincerely,



Thomas M. Kasten  
C/CAG Chair

Mayor Jeff Ira  
Vice Mayor Alicia C. Aguirre

Council Members  
Ian Bain  
Rosanne S. Foust  
Jeffrey Gee  
Barbara Pierce  
John Seybert



1017 MIDDLEFIELD ROAD  
Redwood City, California 94063  
Telephone (650) 780-7220  
FAX (650) 261-9102  
www.redwoodcity.org

November 23, 2010

Dear San Mateo County Mayors and Council Members:

I would greatly appreciate your vote for my re-appointment to the Board of the San Mateo County Transportation Authority (SMCTA). I was first appointed in January 2005, and I was reappointed again in 2007 and 2009. The vote for re-appointment will take place at the Council of Cities meeting on December 17, 2010.

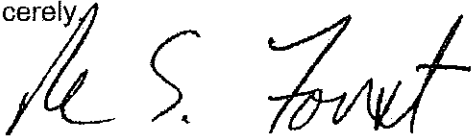
My time on the Board has been filled with activity working to improve transportation options in our county. As you are aware the SMCTA administers the Measure A sales tax funds and supports a variety of projects throughout the county. In 2010, we supported a number of very significant projects, including, and for example:

- Completion of the auxiliary lanes project from Millbrae Avenue to 3rd in San Mateo, a major source of congestion relief – on time and on budget, including a major improvement to the Peninsula Avenue interchange.
- Provided early funding to the Belmont pedestrian/bike bridge.
- Issued a new call for shuttle programs, a two-year, \$2.9 million program, half of which is for new programs – funded five new shuttle programs.
- Provided funding for the South San Francisco ferry project.
- New programs included \$19.7 million for Caltrain safety programs, \$12.5 million for seismic improvements to Caltrain bridges, good examples of critical infrastructure projects that put local money into the local economy and local jobs.
- Adopted a new five-year strategic plan for the TA, which can be found on the SMCTA website at: [http://www.smcta.com/pdf/TA\\_Strategic\\_Plan\\_2009-2013\\_Final.pdf](http://www.smcta.com/pdf/TA_Strategic_Plan_2009-2013_Final.pdf).
- Broke ground on the San Bruno Grade Crossing project, a \$150 million project that will not only dramatically enhance safety at some of the state's most dangerous crossings but provide a springboard for the city's own redevelopment plans.
- Other programs, projects under study, in progress:
- The Dumbarton transit bridge project has been re-scoped and is proceeding in an early design stage.

- The Broadway/101 interchange, long a critical priority for Burlingame, is in the environmental phase.
- The Highway 1 Calera Parkway project is in the environmental phase.
- We have continued to advance critical partnerships with the Peninsula Congestion Relief Alliance and C/CAG, including funding their efforts.
- For the first time the TA hired its own lobbyists in Washington and Sacramento to fulfill a central element of the TA's charge: leverage the \$1.5 billion that will be raised from Measure A with as much as \$4 billion in matching federal and state funds.

I would be more than happy to speak with you regarding my time and activity on the Board and can be reached at 650-368-1841. Thank you for your consideration.

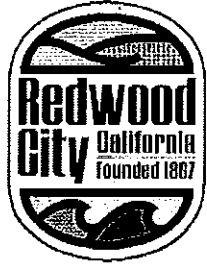
Sincerely

A handwritten signature in black ink that reads "R. S. Foust". The signature is written in a cursive, flowing style.

Rosanne Foust  
Council Member, City of Redwood City

Mayor Jeff Ira  
Vice Mayor Alicia C. Aguirre

Council Members  
Ian Bain  
Rosanne S. Foust  
Jeffrey Gee  
Barbara Pierce  
John Seybert



1017 MIDDLEFIELD ROAD  
Redwood City, California 94063  
Telephone (650) 780-7220  
FAX (650) 261-9102  
www.redwoodcity.org

November 24, 2010

Dear San Mateo County Mayors and Council Members:

The MTC (Metropolitan Transportation Commission) City representative seat for San Mateo County will become available in January of 2011 with the retirement of Sue Lempert, with the selection taking place at the December 17th City Selection Meeting. I would greatly appreciate your support for my appointment to this position serving the San Mateo County Cities.

The San Mateo County City MTC representative plays a critical role working to ensure that our cities and residents benefit fully from the planning, financing and transportation efforts of our region's metropolitan planning organization. As part of a 19-member board, the representative needs to be able to understand competing regional needs and bring the knowledge of our cities' concerns to the MTC. This is especially important with MTC's additional efforts into reducing greenhouse gas emissions and financing future transportation improvements. I believe my experiences serving in Redwood City and on countywide committees have helped develop the skills that will be useful for such a role.

During my 11 years on the Redwood City Council and two-year term as Mayor, I've focused my efforts in the areas of land use, transportation and water.

- **Transportation:** Serving on the Congestion Management and Environmental Quality Committee since 2004, actively involved in the committee's work products including congestion management plan, shuttle program review, ramp metering, and newer involvement into environmental quality and climate. Dumbarton Rail and High Speed Rail Policy Makers Group – Alternate representative.
- **Climate Protection:** As a member and then co-chair of the USTF (Utilities Sustainability Task Force), I was involved with the development of the Energy Strategy for San Mateo County, which has since been adopted by all the cities and the County of San Mateo, providing a focus on energy and water efficiency and green house gas emission reduction.
- **Land Use:** Member of the Grand Boulevard Task Force since its beginning, focus on the re-ignoration of El Camino as a livable, job, housing and transportation rich corridor with good public spaces. Active involvement in development of the Redwood City Downtown Precise Plan and new General Plan emphasizing Complete Streets, walk-ability, and creating new denser housing near transit, jobs and services. Redwood City Policy Representative to the RHNA task force.




- **Water:** Vice Chair, Bay Area Water Supply Conservation Agency, multi-county, multi-agency group representing the interests of those that purchase water wholesale from San Francisco regional water system; active involvement in Redwood City efforts to create recycled water project and rigorous conservation programs to achieve alignment with our water supply.

These leadership experiences have helped develop the skills for working with others to address diverse community needs. We are connected by geography, transportation infrastructure, traffic, jobs and water issues that require regional perspective. Additionally, we must ensure the quality of life for our residents in communities that have different needs.

If selected, I will do my best to be accessible and to understand the needs and issues of your community and our county, and to work regionally, seeking the creative solutions needed for the complex problems that we face.

In closing, I ask for your vote on December 17<sup>th</sup> for the MTC seat. I apologize in advance for not being able to be there that evening, our daughter is graduating from her Master's degree program and we will be there with her. Thank you for your consideration of my request.

Best Regards,

A handwritten signature in cursive script that reads "Barbara Pierce".

Barbara Pierce  
Council Member, Redwood City

RICHARD CLINE  
MAYOR

JOHN BOYLE  
VICE MAYOR

ANDREW COHEN  
COUNCIL MEMBER

HEYWARD ROBINSON  
COUNCIL MEMBER

KELLY FERGIUSON  
COUNCIL MEMBER



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www.menlopark.org

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November 29, 2010

Dear San Mateo County Mayors and Council Members,

I am writing to you to ask for your support of my appointment to the California Identification System (CAL-ID) Committee at the Council of Cities meeting, December 17, 2010, in Colma.

The California Identification System, or CAL-ID, is the automated system maintained by the Department of Justice for retaining fingerprint files and identifying latent fingerprints.

The Committee is statutorily mandated to meet and determine the placement of Random Access Network (RAN) equipment within the County. RAN equipment means a uniform statewide network of equipment and procedures allowing local law enforcement agencies direct access to the California Identification System. The Committee makes recommendations to the Board of Supervisors relative to the funding, which is dependent on fees that come from the State as part of the Sheriff's budget.

As an attorney working in the criminal justice system, I would be honored to represent the County on this Committee.

If you have any questions, please contact me. It was a pleasure meeting many of you at the prior Council of Cities meeting in San Carlos and I look forward to seeing you in Colma.

Sincerely,

Kirsten Keith  
Council Member Elect  
Menlo Park  
Cell: 650-796-1009  
Kirsten.keith@gmail.com



CITY COUNCIL 2010

MARK N. ADDIEGO, MAYOR  
KEVIN MULLIN, VICE MAYOR  
RICHARD A. GARBARINO, COUNCILMEMBER  
PEDRO GONZALEZ, COUNCILMEMBER  
KARYL MATSUMOTO, COUNCILMEMBER

BARRY M. NAGEL, CITY MANAGER

OFFICE OF THE CITY COUNCIL

November 30, 2010

Dear San Mateo County Mayors and Council Members:

I am writing to seek your support for my re-appointment to the Housing Endowment Regional Trust (HEART) Board. I believe the experience I have acquired by serving on the HEART Board has allowed me to be effective and productive in making considerable efforts towards affordable housing.

I have been a member of the South San Francisco City Council since 2000, serving as Mayor in 2003 and 2008. I am committed to addressing high priority issues such as affordable housing and assistance for low-income families and I look forward for the opportunity to continue working with the HEART Board to increase the county's housing options.

In addition to my HEART Board seat, I have experience on the following Committee assignments:

- Association of Bay Area Governments (ABAG) – Alternate
- Boys and Girls Club No. San Mateo County
- South San Francisco Preservation Task Force
- Domestic Violence Council – Alternate
- Oyster Point Advisory Committee
- Resource Management and Climate Protection (RMCP) Committee
- San Francisco Bay Area Water Emergency Transportation Authority (WETA)
- San Mateo County Water Transit Advocates (WTA)

Thank you for your consideration and would appreciate your support for re-appointment to the HEART Board.

Sincerely,

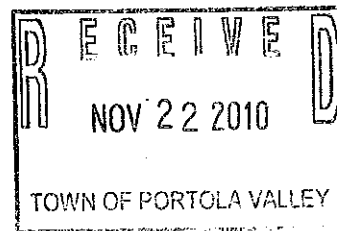
Pedro Gonzalez, Councilmember  
City of South San Francisco



# OFFICE OF THE MAYOR CITY OF DALY CITY

333 - 90<sup>TH</sup> STREET  
DALY CITY, CA 94015-1895  
(650) 991-8125

November 18, 2010



Honorable Steve Toben  
Town of Portola Valley  
765 Portola Rd.  
Portola Valley, CA 94028

Dear Mayor Toben:

You will have the opportunity to vote for the North County Cities representative to the San Mateo County Transit District (SamTrans) Board of Directors and the San Mateo County Transportation Authority (SMCTA) at the City Selection meeting on December 17, 2010. I am writing to ask for your support as I have a genuine desire to serve as the North County Cities representative. You may recall that I was the North County representative for nine years. During my tenure on the board, I was directly involved with some of the most important transportation initiatives in San Mateo County's history – including the extension of BART to SFO and the reauthorization of Measure A in 2004.


Transportation remains one of the most important issues facing San Mateo County. SamTrans and the SMCTA have made tremendous progress in improving our public transportation infrastructure and mobility options, but there is much more to achieve in the coming years. I want to return to the SamTrans Board of Directors to continue the job I started nearly 15 years ago.

I sincerely believe that I possess the knowledge, experience, and leadership to best represent the interests of our constituents and to move transportation solutions forward in San Mateo County. My former colleagues on both the SamTrans Board and the SMCTA selected me to serve as their chair several times, providing me with an invaluable firsthand insight into the complexities of our traffic congestion patterns and the challenges of funding transit-related projects.

The SamTrans Board makes budgetary and policy decisions on behalf of the nearly 720,000 residents of San Mateo County. If selected, I pledge to you that I will meet with each of the Mayors and City Councils in the North County on an ongoing basis to discuss transportation priorities and areas of concern. The stakes are high in the realm of transportation. We can ill afford to place blind faith in our representatives without a commitment to accountability.

I am wholeheartedly prepared to return to the SamTrans Board and SMCTA. Please consider casting your vote for me at the City Selection Committee meeting on December 17, 2010. Please do not hesitate to contact me with any questions or comments. You can call my office at (650) 991-8125 during regular business hours, or my mobile phone at (415) 601-0300 anytime.

Sincerely,

  
Michael B. Guingona  
Mayor

cc: Becky Romero, City Selection Secretary



MARK N. ADDIEGO, MAYOR  
 KEVIN MULLIN, VICE MAYOR  
 RICHARD A. GARBARINO, COUNCILMEMBER  
 PEDRO GONZALEZ, COUNCILMEMBER  
 KARYL MATSUMOTO, COUNCILMEMBER

BARRY M. NAGEL, CITY MANAGER

November 29, 2010

OFFICE OF THE CITY COUNCIL

Dear San Mateo County Mayors and Council Members:

I am writing to ask for your support for my re-election to the Board of the San Mateo County Transportation District (SamTrans), representing the northern cities. I have had the privilege to serve in this capacity for one term and in that time I have worked to better understand the complex issues associated with providing public transit alternatives. I am focused on and endeavor to address the interests of our diverse communities. I ran for the position four years ago to ensure that northern cities would have a committed representative who would advocate for their interests.

Public transportation is integral to San Mateo County's future well-being and economic success. We have transitioned from a bus service to a multimodal transportation operation including Redi-Wheels paratransit service. Like other transportation agencies in the state, it is underfunded and confronting ongoing budgetary shortfalls. When BART came to San Mateo County it burdened the District with a \$12.7 million yearly deficit which we continue to pay down. Fortunately, SamTrans has an excellent staff and a dedicated board that works well together. As a board, we have sought opportunities for positive change and acted on them including, among many examples, implementing the Grand Boulevard Multimodal Transportation Corridor Plan; developing a Strategic Plan; increasing bus service on the San Mateo County Coastsides; establishing a Senior Mobility Ambassador Program; and, most importantly, continue to provide user-friendly service to our population who are transit-dependent.

During my tenure on the Board I have served as Chair of the Legislative and Finance Committees and serve currently as Vice Chair of the Board. In addition, I represent SamTrans on the Transportation Authority (TA) and serve on various ad hoc committees charged with developing a variety of policy proposals.

As a SamTrans board member I continue to provide informed representation and come prepared to every meeting. I believe in, and require, accountability and transparency and am not hesitant to ask questions or make difficult decisions.

Having served on the South San Francisco City Council for 13 years, as the District Chief of Staff to former Senator Quentin Kopp and Legislative Aide to then Supervisor Anna Eshoo, I am familiar with the individual needs of the County's diverse communities and the numerous transportation programs on the Peninsula. As a veteran local elected official and interested community member I am committed to working toward a sustainable, integrated and multimodal transportation system in San Mateo County.

Thank you for our consideration and once again, I would appreciate your support.

Very truly yours,

Karyl Matsumoto, Councilmember



TERRY NAGEL, MAYOR  
JERRY DEAL, VICE MAYOR  
ANN KEIGHRAN  
MICHAEL BROWNRIGG  
CATHY BAYLOCK

*The City of Burlingame*

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www.burlingame.org

11-22-2010

To San Mateo County Mayors and their Council Members:

I ask for your support of my re-appointment to the SamTrans Board at the Council of Cities meeting, December 17, 2010 in the Town of Colma

SamTrans has a responsibility to the public we all serve, providing fixed-route bus and paratransit service throughout San Mateo County and into parts of San Francisco and Palo Alto. As a board member of the Peninsula Congestion Relief Alliance, the Grand Boulevard Initiative, and as the current SamTrans Board member representing the Central Cities of San Mateo County, I have gained valuable experience with regard to Bay Area transportation issues. I have, and wish to continue, to help lead SamTrans through these years of budget constraints and an unpredictable future.

If you have any questions or comments please do not hesitate to contact me and I hope to see you in Colma next month.

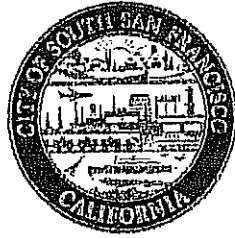
Best Regards & have a Happy Thanksgiving

*Jerry Deal*

Jerry Deal  
Vice Mayor  
City of Burlingame

email: [jerry@jerrydeal.com](mailto:jerry@jerrydeal.com) or [jdeal@burlingame.org](mailto:jdeal@burlingame.org)  
mobile: 650-922-6975

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**CITY COUNCIL 2010**

MARK N. ADDIEGO, MAYOR  
KEVIN MULLIN, VICE MAYOR  
RICHARD A. GARBARINO, COUNCILMEMBER  
PEDRO GONZALEZ, COUNCILMEMBER  
KARYL MATSUMOTO, COUNCILMEMBER

BARRY M. NAGEL, CITY MANAGER

**OFFICE OF THE CITY COUNCIL**

November 30, 2010

Dear San Mateo County Mayors and Councilmembers:

I respectfully request your support of my appointment to become the San Mateo County Cities' representative to the Metropolitan Transportation Commission (MTC), which will be voted upon at the January 2011 meeting of the San Mateo County Council of Cities.

This seat will become vacant upon the expiration of Sue Lempert's term in February of 2011. Sue has served the cities of San Mateo County in this capacity with great distinction and will leave a lasting legacy. I have served as a City Councilmember since 2007, Vice Mayor in 2009, and will become Mayor (December 6<sup>th</sup>) of a community which is served by SamTrans, BART, Caltrain, and WETA ferry service (arriving in 2011).

In my various Council capacities, I have been the City's liaison to the High-Speed Rail Policy Working Group (PWG), the SFO Community Roundtable, and the City-County Association of Governments' (C/CAG) Legislative Committee. I am also a member of the Caltrain station subcommittee, and have been a vocal advocate for smart growth policies to encourage walk-able and bike-able communities, including our award-winning Centennial Way linear park linking the South San Francisco BART station and transit village, and San Bruno's BART station. South San Francisco is also home to one of the most aggressive transportation demand management (TDM) programs to address traffic issues surrounding our burgeoning biotechnology industry in the East of 101 area.

I am a small business owner (KM2 Communications), and have previously served for seven years as a district state legislative aide, including service as District Director to then-State Senator Jackie Speier. My policy, political, and communications background and experience would serve the cities of San Mateo County well in this regional capacity, which requires strong verbal skills, policy grounding, and political acumen, along with an understanding of, and focus on, intergovernmental advocacy. This critical role also requires a working knowledge of regional, state, and federal transportation, land use, and climate change policies—all issues for which I've had a long-standing passion. I have a deep interest in developing regional solutions on these policy matters, including efficacy and coordination among our various transportation systems. As the San Mateo County cities' representative to the MTC, I will:

November 30, 2010

Page Two

- Ensure that San Mateo County cities' voice is heard in all policy and appropriations discussions, as San Mateo County is an economic engine for the region and Bay Area as a whole, and deserves strong representation and support.
- Be an effective liaison for the cities in San Mateo County regarding grant funding and other opportunities whereby cities with innovative land use planning approaches to address climate change are acknowledged and rewarded.
- Bring a strong voice on the policy discussion relative to SB375 and AB32 implementation on the regional and local levels through the development of the Sustainable Communities Strategy (SCS).
- Support electrification and other upgrades of Caltrain and connector systems so the commuter backbone of our county's transportation system not only survives, but thrives in the coming decades.
- Closely monitor any discussion regarding a "southern crossing" bridge linking SFO with the East Bay, which would surely impact San Mateo County communities for generations.

As a San Mateo County native and longtime resident, I will advocate for our county's rightful share of public resources so we may continue to prosper, but within the context of preserving the character of our many communities that we collectively hold dear.

You have my sincere commitment to do my due diligence in setting policy on transportation and regional planning that is thoughtful and balanced. I will be an effective advocate for, and a conduit of communications among, all the cities in the county in a unified fashion. Thank you in advance for your consideration of my interest, and please don't hesitate to contact me at 650-867-2406 if I may answer any questions or address any concerns.

Sincerely,



Kevin Mullin  
Vice Mayor





# City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

**PAUL SETO**  
Mayor  
**DANIEL F. QUIGG**  
Vice Mayor  
**MARGE COLAPIETRO**  
Councilwoman  
**GINA PAPAN**  
Councilwoman  
**NADIA V. HOLOBER**  
Councilwoman

November 29, 2010

Honorable Mayors and Councilmembers of San Mateo County,

I was elected by our colleagues to serve our Council of Cities as Secretary/ Treasurer in 2009, and elected to serve as our Vice Chairwoman in 2010. It has been both a privilege and an honor to serve you in those capacities.

The year of 2009 brought a new format to reporting the monthly "Meeting Minutes" and the "Treasurer's Report." I wanted to report the "Minutes" so that those who weren't able to attend a meeting would feel as if they had, not only for action items, but for all of our business. Additionally, I felt it important for our members to have a written "Treasurer's Report" along with a verbal accounting of our finances. Both reports were distributed to attendees at each meeting.

The year of 2010 allowed me the opportunity to work as part of a team with our Chairwoman Christine Krolik and Secretary/Treasurer Maryann Derwin. I made a commitment to each of them that I will pitch-in and help as much as they needed me. You saw me fill-in when they were not able to attend a meeting. I also worked behind-the-scenes to help ensure that what needed to get done was accomplished. I currently serve on the Compensation Task Force Sub-Committee of our Council of Cities. I worked very hard with others of you to ensure the successful passage of Prop 22 on this recent November ballot! I hope I have done the kind of job that you expected of me these past two years.

I am also very proud of what I continued to accomplish as a Councilwoman in Millbrae, whether it be within my city, or beyond our borders, reaching-out in different capacities so that Millbrae was represented when and where we needed to be. I am proud of being with you when we learn, make our voices heard and strive to make our cities and county the best we can for the long-term.

City Council/City Manager (650) 259-2334	City Clerk (650) 259-2334	Public Works/Engineering (650) 259-2339	Recreation (650) 259-2360	Police Department (650) 259-2300
Personnel (650) 259-2334	Finance/Water (650) 259-2350	Community Development (650) 259-2341	Building Division (650) 259-2330	Fire Department (650) 259-2400

Honorable Mayors and Councilmembers  
Re: SMC Council of Cities/SMC City Selection Committee  
Election of 2011 Chairperson

Continued:

The coming year will be challenging for all of us. I believe that the challenges will provide us with opportunities. I would like to work with our leadership team and all of our colleagues so that our monthly meetings continue to be speaker attractive, well attended and provide us with a sense why we do what we do and how we can help make things a little better for those we serve.

Our December 17<sup>th</sup> Business Meeting will be at the Town of Colma Fire Station and is scheduled to begin promptly at 6:15pm. It will be during this meeting that the Mayor or the Mayor's Proxy will cast votes for our 2011 Officers.

I respectfully request your vote that will allow me to serve as the Chairwoman of the San Mateo County Council of Cities and the San Mateo County City Selection Committee.

Sincerely,

A handwritten signature in black ink that reads "Marge Colapietro". The signature is written in a cursive, flowing style.

Marge Colapietro  
Councilwoman, City of Millbrae  
Vice Chairwoman, SMC Council of Cities/SMC City Selection Committee  
Telephone: (650) 692-3195



CITY COUNCIL 2010

15

MARK N. ADDIEGO, MAYOR  
KEVIN MULLIN, VICE MAYOR  
RICHARD A. GARBARINO, COUNCILMEMBER  
PEDRO GONZALEZ, COUNCILMEMBER  
KARYL MATSUMOTO, COUNCILMEMBER

BARRY M. NAGEL, CITY MANAGER

OFFICE OF THE CITY COUNCIL

November 23, 2010

Honorable Mayor and City Council

Greetings and Happy Holidays!

I am applying and submitting my letter of interest to serve on the Local Agency Formation Commission (LAFCO) alternate seat held by Barbara Pierce who has recently resigned - term ending May 2011.

I currently serve on the Association of Bay Area Governments (ABAG) Executive Board and the Regional Airport Planning Commission (RAPC) both bodies address land-use and acquisition issues. As a Boardmember of the South San Francisco Redevelopment Agency, land-use and acquisition issues are frequent agenda items.

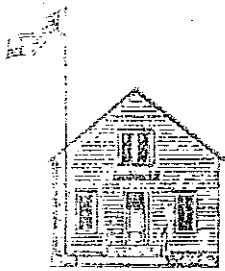
The experience I have gained by serving on ABAG and RAPC as well as Boardmember of the South San Francisco Redevelopment Agency, has led me to seek the LAFCO appointment. I feel I am a well-qualified candidate and will represent the interests of the Cities of San Mateo County as a LAFCO member.

I am asking for your support in selecting me for this position. Thank you for your consideration in this matter.

Respectfully submitted,

Richard A. Garbarino, Councilmember  
City of South San Francisco

November 22, 2010



The Town of  
Woodside

Council of Cities  
County of San Mateo  
Becky Romero  
City Selection Secretary

Re: Local Agency Formation Commission

Honorable Mayors and Councilmembers:

I am sorry to hear that Barbara Pierce, a Redwood City Councilmember, has submitted her resignation from LAFco.

I have had great interest in serving on the LAFco board for several years now, and would like your support in fulfilling the last of Barbara's term. As you all know, I can bring a lot of past experience and wisdom to the LAFco board.

I have been a Councilmember of Woodside since 1999, past Mayor (2001), and the Treasurer, Secretary, Vice-Chair and Chair (2001) for the Council of Cities. I have also served on the Criminal Justice Council of San Mateo County (2003-2005).

Hoping for appointment and your support!

Dave Tanner  
Councilmember  
Town of Woodside

P.O. Box 620005  
2855 Woodside Road  
Woodside, CA 94062



## The City of Burlingame

501 PRIMROSE ROAD, BURLINGAME, CA 94010-3997  
[www.burlingame.org](http://www.burlingame.org)

TERRY NAGEL, MAYOR  
JERRY DEAL, VICE MAYOR  
ANN KEIGHRAN, COUNCILMEMBER  
MICHAEL BROWNRIGG, COUNCILMEMBER  
CATHY BAYLOCK, COUNCILMEMBER

TEL: (650) 558-7203  
FAX: (650) 342-8386  
EMAIL: [council@burlingame.org](mailto:council@burlingame.org)

November 18, 2010

Dear Colleague:

I am writing to seek your support for my re-election as the Central Cities representative to the San Mateo County Transportation Authority (TA) at the December 17 meeting of the Council of Cities.

Like you, I believe that transportation is one of the most critical issues facing our county. I am committed to focusing now on working with local cities to create the best transportation plan possible for the Peninsula – not just trains running north and south, but also the east-west connections that are badly needed in order to make public transit convenient. At a meeting on November 9, Congresswomen Jackie Speier and Anna Eshoo made it very clear that, until we get our act together on the Peninsula and agree on a transportation plan we can all support, our area will not be getting ANY federal transportation funding.

As a member of the TA, I have focused on expanding current transportation options in our county, making sure our finances are prudently invested and inviting sustainable solutions for transit issues. I look forward to working with you to bring our transportation system into the 21<sup>st</sup> century, with options such as car sharing, pre-tax commuter benefits, electric charging stations and a comprehensive plan for shuttles that encompasses our entire county.

I would appreciate your support for my re-election to the Transportation Authority on December 17.

Sincerely,

Terry Nagel  
Mayor, Burlingame  
[terry@terrbynagel.com](mailto:terry@terrbynagel.com)  
650-347-3576

RICHARD CLINE  
MAYOR

JOHN BOYLE  
VICE MAYOR

ANDREW COHEN  
COUNCIL MEMBER

HEYWARD ROBINSON  
COUNCIL MEMBER

KELLY FERGUSSON  
COUNCIL MEMBER

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**Transportation**  
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FAX 650.327.5497



701 LAUREL STREET, MENLO PARK, CA 94025-3483  
www.menlopark.org

November 18, 2010

Becky Romero  
City Selection Secretary  
San Mateo County City Selection  
County Government Center  
Redwood City, CA 94063

Dear Becky:

I am writing to express interest in being considered to serve as representative on the Local Agency Formation Commission (LAFco) and complete the term and seat being vacated.

I have served our region in a number of capacities:

- Housing Endowment and Regional Trust (HEART)
- City/County Association of Governments (C/CAG)
- Association of Bay Area Governments (ABAG)

During my tenure as Mayor and City Council Member, Menlo Park has initiated action on a number of big challenges:

- A vision for revitalizing El Camino Real and our downtown
- A land use plan for our Dumbarton Rail Station at Willow Road
- An inventory of climate-changing pollutants, and initiation of a Climate Action Plan including actions in 2007-08 budget
- A report of rail grade separation options
- A discussion of water policy
- A comprehensive overhaul of financial reporting to the public
- An aggressive approach to economic development

I won't shy away from grappling with the toughest challenges at the regional level. Engaged inquiry and oversight is a necessity on today's boards – both private and public.

As representative, I will be accessible and responsive. I will ensure that every city has a voice in the business and decisions of the Commission, and I will make sure the Commission's business is conducted in an open and transparent manner.

Thank you for your consideration of this request. You can reach me at (650) 207-5412 or [acohen@menlopark.org](mailto:acohen@menlopark.org) to share your thoughts.

Sincerely,

  
Andy Cohen  
Council Member



**BELMONT CITY COUNCIL – For Internal Use**

		<u>Term Expires</u>
<b>Coralin Feierbach, Mayor</b> 3206 East Laurel Creek Rd. Belmont, CA 94002	650-593-3550 (home) cfeierbach@belmont.gov	11/13
<b>Dave Warden, Vice Mayor</b> 2414 Casa Bona Belmont CA 94002	650-593-7373 650-593-3270 (work) dwarden@belmont.gov	11/13
<b>David Braunstein</b> 2612 Carlmont Drive Belmont, CA 94002	650-610-5644 dbraunstein@belmont.gov	11/11
<b>Warren Lieberman</b> 824 Miramar Terrace Belmont, CA 94002	650-620-0000 (business) wlieberman@belmont.gov	11/13
<b>Wozniak, Christine</b> 1408 Solana Drive Belmont, CA 94002	650-868-8989 cwozniak@belmont.gov	11/11

To contact the entire City Council in a single email message: [CityCouncil@belmont.gov](mailto:CityCouncil@belmont.gov)

The City Council meets on the second and fourth Tuesdays of the month  
at 7:30 p.m. in the Council Chambers at Belmont City Hall  
One Twin Pines Lane, Belmont.



# MONTH END FINANCIAL REPORT

FOR THE MONTH OF: November 2010

C	Bank of America	\$	350,411.09
A	Local Agency Investment Fund (0.48%)	\$	6,387,803.03
S			
H	<b>Total Cash</b>	<b>\$</b>	<b>6,738,214.12</b>
F	05 General Fund	\$	1,793,407.76
U	10 Safety Tax	\$	143,327.72
N	15 Open Space	\$	2,794,699.02
D	20 Gas Tax	\$	83,299.78
S	25 Library	\$	397,043.90
	30 Public Safety/COPS	\$	(61,575.13)
	40 Park in Lieu	\$	6,177.49
	45 Inclusion In Lieu	\$	157,669.27
	60 Measure A	\$	77,671.71
	65 Road Fees	\$	783,583.27
	75 Crescent M.D.	\$	64,063.63
	80 PVR M.D.	\$	12,945.37
	85 Wayside I M.D.	\$	5,679.03
	86 Wayside II M.D.	\$	(116,642.61)
	90 Woodside Highlands M.D.	\$	144,932.46
	95 Arrowhead Mdws M.D.	\$	(1,799.67)
	96 Customer Deposits	\$	480,442.44
	98 PVCF	\$	(26,711.32)
	<b>Total Fund Balance</b>	<b>\$</b>	<b>6,738,214.12</b>
A	Revenues for Month:	\$	363,764.27
C	LAIF Interest Deposit	\$	-
T	<b>Total Revenues for Month:</b>	<b>\$</b>	<b>363,764.27</b>
I			
V	Warrant List 11/10/10	\$	(108,983.91)
I	Warrant List 11/24/10	\$	(318,995.49)
T	Payroll for Month	\$	(122,908.20)
Y	<b>Total Expenses for Month:</b>	<b>\$</b>	<b>(550,887.60)</b>
	<b>Activity Balance</b>	<b>\$</b>	<b>(187,123.33)</b>
S	Beginning Cash Balance:	\$	6,925,889.80
U	Total Revenues	\$	363,764.27
M	Total Expenses	\$	(550,887.60)
M	JE#73357	\$	(552.35)
A			
R	<b>Ending Cash Balance</b>	<b>\$</b>	<b>6,738,214.12</b>
Y			

Per CGC #53646 governing the reporting of cash and investments, the Town's investment portfolio is in compliance with its adopted Investment Policy. Based on anticipated cash flows and current investments, the Town is able to meet its expenditure requirements for the next six months.





*In recognition of the Holiday Season*

**PORTOLA VALLEY  
TOWN HALL  
WILL BE CLOSED**

*Friday, December 24<sup>th</sup>, 2010  
through Friday, December 31<sup>st</sup>, 2010*

*We will return to our regular business hours on  
January 3<sup>rd</sup>, 2011.*

*In Case of Emergency: Sheriff's Office: 911*



Town of Portola Valley  
Nature and Science Committee Meeting  
Thursday, December 9, 2010 – 4:00 pm

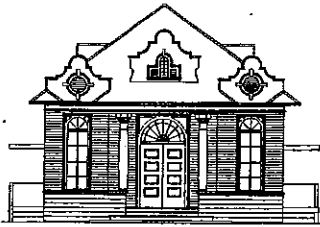
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## **Nature and Science Committee Meeting**

### **NOTICE OF CANCELLATION**

**Thursday, December 9, 2010**

**Due to the Special Nature and Science Committee meeting held on December 1, the regularly scheduled meeting of Thursday, December 9, 2010 has been cancelled.**



**TOWN OF PORTOLA VALLEY**  
**REGULAR PLANNING COMMISSION MEETING**  
 765 Portola Road, Portola Valley, CA 94028  
 Wednesday, December 1, 2010 – 7:30 p.m.  
 Council Chambers (Historic Schoolhouse)

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**AGENDA**

Call to Order, Roll Call

Commissioners McIntosh, Von Feldt, Zaffaroni, Chairperson Gilbert, and Vice-Chairperson McKitterick

Oral Communications

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

Regular Agenda

1. *Public Hearing:* Proposed Lot Line Adjustment X6D-209, Dwight, Woodward & Town of Portola Valley, 470 and 480 Wayside Road
2. *Preliminary Review* of Subdivision Proposal X6D-210, 1260 Westridge Drive, Shorestein Realty
3. Annual Housing Element Monitoring Report: 2010
4. *Public Hearing:* Zoning Amendments needed to implement portions of the Housing Element

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: November 17, 2010

Adjournment

**ASSISTANCE FOR PERSONS WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700 ext. 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

**AVAILABILITY OF INFORMATION**

Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley branch of the San Mateo County Library located at Corte Madera School, Alpine Road and Indian Crossing.

**PUBLIC HEARINGS**

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a 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 later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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This Notice is posted in compliance with the Government Code of the State of California.

Date: November 24, 2010

CheyAnne Brown  
Planning & Building Assistant

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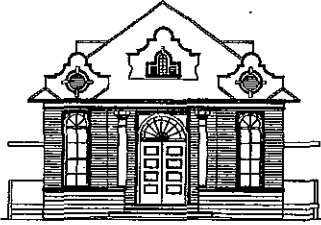


**TOWN OF PORTOLA VALLEY**  
***Meeting of the***  
***Emergency Preparedness Committee***  
**Thursday, December 9, 2010 - 8:00 AM**  
**EOC / Town Hall Conference Room**  
**765 Portola Road, Portola Valley, CA 94028**

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**AGENDA**

1. Call to order
2. Oral communications
3. Review and approve minutes of November meeting
4. Report from sub-committees
5. Review of Goals for the year (standing agenda item)
6. Discussion of suggested goals for CERPP – EPC for 2011
7. Goals and Membership for EPC for 2011
8. Other Business
9. Adjourn promptly at 9AM



TOWN OF PORTOLA VALLEY  
 ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)  
 Monday, November 22, 2010  
Special Field Meeting (time and place as listed herein)  
 7:30 PM – Regular ASCC Meeting  
 Historic Schoolhouse  
 765 Portola Road, Portola Valley, CA 94028

ACTION

SPECIAL JOINT PLANNING COMMISSION/ASCC FIELD MEETING\*

4:00pm Ford Field Preliminary Review and comment on the framework for plans that will be prepared for refurbishment of the Town's Ford Field facility on Alpine Road. (ASCC review to continue at Regular Meeting)

7:30 PM - REGULAR AGENDA\*

- 1. Call to Order: 7:33 p.m.
- 2. Roll Call: Aalfs, Breen, Clark, Hughes, Warr (All present. Also present: Tom Vlastic Town Planner; Maryann Derwin Town Council Liaison; Carol Borck Planning Technician; Leah Zaffaroni Planning Commission Liaison arrived 7:45 p.m.)
- 3. Oral Communications: None.

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

- 4. Old Business:
  - a. Continued Review – Conditional Use Permit (CUP) X7D-170, Installation of a Wireless Communication Antenna Facility, Golden Oak at Peak Lane, T-Mobile West Corporation Applicant reviewed proposed pole location and preliminary landscaping scheme, ASCC heard public comment and provided input/direction to project team on landscaping. Neighbor subcommittee will meet with T-Mobile to refine proposed landscaping and project review continued to 12/13/10 ASCC meeting.
- 5. New Business:
  - a. Lot Line Adjustment X6D-209, 470 and 480 Wayside Road, Dwight, Woodward and Town of Portola Valley ASCC recommends approval of the lot line adjustment to the Planning Commission.
- 6. Preliminary Review of the Planning Framework for Development of Plans for Refurbishment of Ford Field, Town of Portola Valley Vlastic reviewed proposed improvements, ASCC provided further comment/suggestions. Subcommittee of Aalfs and Clark formed.
- 7. Approval of Minutes: November 8, 2010 Approved as corrected.
- 8. Adjournment 8:48 p.m.

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\*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

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**PROPERTY OWNER ATTENDANCE.** The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

**WRITTEN MATERIALS.** Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

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#### **ASSISTANCE FOR PERSONS WITH DISABILITIES**

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This Notice is Posted in Compliance with the Government Code of the State of California.

Date: November 19, 2010

CheyAnne Brown  
Planning & Building Assistant

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26

**TOWN OF PORTOLA VALLEY**  
**REGULAR PLANNING COMMISSION MEETING**  
765 Portola Road, Portola Valley, CA 94028  
Wednesday, December 1, 2010 – 7:30 p.m.  
Council Chambers (Historic Schoolhouse)

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**ACTION**  
**AGENDA**

Call to Order, Roll Call 7:30 p.m.

Commissioners McIntosh, Von Feldt, Zaffaroni, Chairperson Gilbert, and Vice-Chairperson McKitterick (**Chairperson Gilbert Absent. Also Present: John Richards Town Council Liaison, Tom Vlasic Town Planner, Karen Kristiannson Senior Planner, Leslie Lambert Planning Manager**)

Oral Communications None

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

Regular Agenda

1. *Public Hearing:* Proposed Lot Line Adjustment X6D-209, Dwight, Woodward & Town of Portola Valley, 470 and 480 Wayside Road **Commission unanimously: 1) Found project categorically exempt from CEQA; and 2) Approved subject lot line adjustment**
2. *Preliminary Review* of Subdivision Proposal X6D-210, 1260 Westridge Drive, Shorestein Realty **Commission considered proposed project, received clarification and offered comment to applicant and staff.**
3. Annual Housing Element Monitoring Report: 2010 **Commission reviewed and accepted report.**
4. *Public Hearing:* Zoning Amendments needed to implement portions of the Housing Element **Commission considered information, providing amendments and recommended approval to Town Council.**

Commission, Staff, Committee Reports and Recommendations

**McIntosh to sit in on wireless task force meeting on 12/2.**

Approval of Minutes: November 17, 2010

**Approved as submitted**



Adjournment 9:25 p.m.

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Date: November 24, 2010

CheyAnne Brown  
Planning & Building Assistant

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#1

There are no written materials for this item.