



TOWN OF PORTOLA VALLEY

7:30 PM – Regular Town Council Meeting

Wednesday, February 23, 2011

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Vice Mayor Derwin, Mayor Driscoll, Councilmember Richards, Councilmember 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.

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.

- (1) **Approval of Minutes** – Regular Town Council Meeting of January 26, 2011
- (2) **Ratification of Warrant List** – February 9, 2011
- (3) **Approval of Warrant List** – February 23, 2011
- (4) **Recommendation by Assistant Town Manager** – Approval of Amended Claim filed by Sarah Lamb
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving the Claim of Sarah Lamb (Resolution No. __)

REGULAR AGENDA

- (5) **Recommendation by Public Works Director** – Authorization for Town Manager to Enter into an Agreement with Western Wood Structures for the Construction of the Alpine Road C-1 Trail Pedestrian Bridge
- (6) **Recommendation by Public Works Director** – FY 2010/2011 Annual Street Resurfacing Project
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Plans and Specifications and Calling for Bids for the 2010/2011 Resurfacing Project No. 2010-PW02 (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (7) **Discussion** – Blues & BBQ 2011
There are no written materials for this item.
- (8) **Discussion** – Traffic Committee Charter
- (9) **Appointment by Mayor** – Request for Appointment of member to the Community Events Committee
- (10) **Appointment by Mayor** – Request for Appointment of member to the Public Works Committee
- (11) **Reports from Commission and Committee Liaisons**
There are no written materials for this item.

WRITTEN COMMUNICATIONS

- (12) **Town Council Weekly Digest** – January 28, 2011
- (13) **Town Council Weekly Digest** – February 4, 2011
- (14) **Town Council Weekly Digest** – February 11, 2011
- (15) **Town Council Weekly Digest** – February 18, 2011

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).

TOWN COUNCIL MEETING NO. 808, JANUARY 26, 2011

Mayor Driscoll called the meeting to order at 7:31 p.m. and led the Pledge of Allegiance. Ms. Howard called the roll.

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

Absent: None

Others: Angela Howard, Town Manager
Janet McDougall, Assistant Town Manager
Sharon Hanlon, Town Clerk
Leigh Prince, Town Attorney Representative
Brandi de Garmeaux, Sustainability & Resource Efficiency Coordinator (SURE)
Tom Vlastic, Town Planner
Stacie Nerdahl, Administrative Services Officer

ORAL COMMUNICATIONS(1) PRESENTATION [8:05 p.m.]

Report from Brandi de Garmeaux, Sustainability & Resource Efficiency Coordinator (SURE), and the Sustainability Committee, with *Introduction to Energy Upgrade Portola Valley: Background, Marketing & Project Plan*

Ms. de Garmeaux began by thanking the Town Council for its support of the development of the new Energy Upgrade Portola Valley program and the Sustainability Committee, and its forward-thinking receptivity to embracing environmental policies and programs. In terms of program background, she explained that in 2006 the Town Council formed the Climate Protection Task Force to work on a comprehensive energy-savings plan for the Town, and then adopted AB 32 – Greenhouse Gas Emissions Reduction Target – in 2007, which called for cutting GHG emissions to 1990 levels by 2020 and 80% below 1990 levels by 2050. In 2009, Portola Valley adopted a Sustainability Element for the General Plan and was able to tap federal stimulus funds to accelerate development of its energy-savings program. Last year, after the task force had completed its work, the Sustainability Committee formed to assess how the stimulus funds would affect the plan.

Ms. de Garmeaux introduced Sustainability Committee members present: Angela Hey, Virginia Bacon and Onnolee Trapp.

She said that the Committee's primary mission was to develop an energy and water-efficiency upgrade program, taking advantage of the funding available but also ensuring that residents receive a consistent and compelling message. The program's 2005 baseline emissions inventory, conducted by San Mateo County, showed that residential energy use accounts for about 41% of the Town's GHG emissions, with transportation accounting for 39%. Based on data in the 2005 inventory, Portola Valley needs to reduce residential sector emissions by 2,058 tons by 2020 – a goal that will be affected by State and County activities as well as Portola Valley's. For example, if California utilities were to produce 33% of its energy from renewable sources by 2020, it would contribute a 21% reduction toward Portola Valley's target. Other State targets that would affect Portola Valley's reductions would be in low-carbon fuel standards (7.2%) and clean-car standards (19.7%). If the State initiatives meet their targets, Ms. de Garmeaux calculated that Portola Valley needs a reduction of about 5,000 tons, and the State targets – if realized – will exceed that by 2,000 tons.

Because the Town has less control over transportation factors, Energy Upgrade Portola Valley focuses heavily on the residential sector but, as Ms. de Garmeaux pointed out, it incorporates many programs that address other emission sources, including waste and water as well as transportation.

She then discussed Energy Upgrade Portola Valley's framework, objectives, benchmarks, program plan, staff roles, monitoring and metrics.

In terms of framework, Energy Upgrade Portola Valley incorporates two programs – the Acterra Green at Home High Energy Home Assessments (in which Portola Valley is collaborating with four other communities) and the State's Energy Upgrade California. In that context, the new initiative's primary objectives include:

- Engaging up to 150 residences in Acterra's web-based audits and implementing measures that will reduce total energy use by 25,000 kilowatt hours annually by year-end 2011 to meet California Energy Commission directives. Interim targets will be set and monitored on May 30 and August 30, 2011.
- Engaging residents in improvements via the Energy Upgrade California rebate program to complete at least 40 "advanced package" upgrades and 50 "basic package" upgrades by year-end 2011 (again with interim targets to be set and monitored on May 30 and August 30, 2011). The basic package includes energy-reduction measures such as air sealing and attic insulation (with an associated \$1,000 rebate); the "advanced package" also brings in HVAC systems (with energy reductions of 20% to 40%). In addition, residents will be encouraged to install 200 smart strips and 100 CFL bulbs by year-end 2011. Ms. de Garmeaux agreed with Councilmember Toben's observation that 100 CFL bulbs seems to be a small number, but she indicated that the Sustainability Committee felt that many residents have installed these bulbs already and did not want to over-project. (Smart strips are designed to enable people to cut off the current to appliances and devices when they are not in use but still consume electricity.)
- Creating market demand to engage residents in completing various home-energy improvements – all the way from changing light bulbs to undertaking major energy-efficiency remodels. The targets laid out would reduce GHG emissions by 2,058 tons per year and meet the AB 32 goal of 1990 emission levels by 2020 (in the residential sector).

Ms. de Garmeaux showed the Council a graph developed by Sustainability Committee member Stefan Unnasch showing how the various improvements would contribute to the Town goal of a 2,058-ton reduction in GHG emissions by 2020. She also explained a process flow chart illustrating the Energy Upgrade Portola Valley program design, starting with a resident's inquiry, showing how the SURE coordinator would act as a portal and where Acterra and a certified home performance company and/or an independent assessment company would come into play, and making it clear to residents that improving energy efficiency is a multi-step process. Ms. de Garmeaux also explained that when either Acterra or the home performance people discover water issues while working with residents, they can refer them to Cal Water. Cal Water, too, will provide residents with information about Energy Upgrade Portola Valley, providing another avenue for getting the word out.

The marketing strategy developed to support Energy Upgrade Portola Valley involves what the Sustainability Committee calls a "repeated touch," based on the understanding that people generally need to hear/see the message about three times before taking action. Thus, the strategy involves:

- Peer-to-peer contact through identified Town leaders to influence their neighbors to complete an energy upgrade. While piloting this initiative – which will entail finding three to five Town leaders to complete upgrades and then invite their neighbors in to see the results for themselves – the Sustainability Committee also will have the recruits test several messages to determine the most compelling among them. The Committee member's hope that these leaders will act as Energy

Upgrade Portola Valley's "eyes and ears," too, not only promoting the program in the community but providing feedback to the Sustainability Committee as well.

- Partnerships with contractors, agencies and merchants to deliver a consistent marketing message that encourages upgrades while residents are making a major purchase or renovation decisions. The idea is that when people are already preparing to make some changes, they may be inclined to also make the move to energy-efficiency upgrades. For instance, swimming pool contractors can ensure that homeowners who hire them are aware of energy-efficient pumps – and give them marketing materials about Energy Upgrade Portola Valley also. To lay a foundation for developing the partnerships, the Sustainability Committee envisions a workshop that explains the permitting process and helps them understand how Energy Upgrade Portola Valley works and how to market it. In response to a question from Councilmember Toben, Ms. de Garmeaux said that the workshop would be inclusive, including general contractors as well as subcontractors and specialty contractors – those who specialize in swimming pools, HVAC, etc. The Sustainability Committee also plans a separate meeting with realtors, inasmuch as the target market for remodels consists primarily of new homebuyers.
- Community-wide umbrella marketing campaign to generate program awareness and "buzz." The Sustainability Committee is gearing up for the main launch at the Earth Day Fair on April 16, 2011, followed by other community events such as a panel discussion with home energy improvement companies and Town leaders who have completed upgrades. Also planned are print media and social media campaigns.

Ms. de Garmeaux also told the Town Council about some of the innovative tools that the Sustainability Committee is developing in conjunction with the new program. For instance, based on an analysis of the permits that have been issued over the last 10 years that identified the most frequently permitted projects – re-roofing leads the list – the first in a planned series of "Did You Consider?" flyers will be distributed to people who apply for re-roofing permits. It discusses steps that homeowners who are planning re-roof jobs might consider to save energy and/or serve other environmentally friendly purposes. Planning staff are working with a Sustainability Committee subgroup to develop these flyers.

Another tool that another Sustainability Committee subgroup is working on is a smart strip user guide, developed because smart strips can be complicated to set up, particularly with audio-visual equipment. This tool, which the Committee hopes to distribute via hardware stores and other retailers to make available to people when they're checking out smart strips, will help users avoid bad experiences that might discourage their use of smart strips.

In addition, the Committee has developed a Home Energy Detective Loaner Kit – including an energy meter to show homeowners how much electricity particular appliances are using, an infrared gun to see the temperature at windows with shades/curtains open/closed. The kit is designed to generate interest and awareness among residents, helping them learn new things about their homes and where they might improve energy efficiency. Depending on funding, Ms. de Garmeaux said that the Sustainability Committee would like five Home Energy Detective Loaner Kits available for checkout at the library and with each of the five science teachers at Corte Madera Elementary School to use as instructional aids, and to loan to students and their families.

Energy Upgrade Portola Valley also will employ "answer cards" that cover frequently asked questions and reinforce its marketing message.

As for timing, Ms. de Garmeaux said that the Committee is currently working on the peer-to-peer pilot for rollout in February (to run through May); determining how to reach the various contractors and what message to give them after the partnership matrix is complete, leading up to the workshop in March; developing the umbrella advertising campaign over the February-April period and then launching it at the Earth Day Fair on April 16, 2011.

She said that Committee member Lance Vaughn worked with her and the Planning Department to consider potential incentives to attract participation; their proposal will go to the Town Council for review and approval within the next month or so. Potential incentives include offering:

- Flat-fee permits for basic and advanced package work (\$50 and \$100, respectively).
- Free smart strips for the first 50 residents to pass final permit inspection upon completion of basic or advanced package upgrades.
- Energy “concierge” services (likely provided by Building & Planning Assistant CheyAnne Brown and Planning Technician Carol Borck) to help guide them through the process of evaluating and deciding upon upgrades to improve energy efficiency.

Ms. de Garmeaux concluded her presentation by informing the Town Council of various metrics that will be used to determine whether the marketing strategy is working.

Referring to re-roofing projects, Councilmember Wengert asked how Energy Upgrade Portola Valley takes into account issues that the Planning Department encounters, such as guidelines for color, reflectivity and materials. She noted that some of the materials conflict with Town codes relative to limits on colors and reflectivity. She said she can picture those guidelines running headlong into energy-efficiency initiatives, for instance. Ms. de Garmeaux, stating that the Committee has been mindful of developing the program within the Town’s framework, reiterated that the “Did You Consider?” flyer was developed with the Planning Department and the Building Inspector to avoid conflicts with guidelines, including reflectivity requirements. She said that materials now available come in more acceptable colors as defined under the design guidelines.

Vice Mayor Driscoll pointed out that it was difficult finding reasonably economical, environmentally efficient materials that were consistent with Town guidelines at the time of the Town Center project.

Mr. Vlastic indicated that the ASCC continues to struggle with cool roofs. For projects that sit relatively high on a hill, where no one looks down on it, the decision is easier than with one that sits below and catches reflections. At the same time, he said that there is a much greater appreciation of the importance of cool roofs on the part of neighbors as well as the ASCC.

Councilmember Richards said that he is impressed with the breadth of the Energy Upgrade Portola Valley program presented and the ideas in it. He called the idea of partnering with contractors a great one, suggesting that the Town meet regularly with the contractors after the kickoff. He also suggested that the Town give participating contractors handouts they can use to show potential clients that they are part of the Energy Upgrade Portola Valley program.

Mayor Driscoll echoed Councilmember Richards’ suggestions in terms of the realtor partnership, because the realtor often is the first to give a potential homebuyer an indication of the kind of town they’re considering.

Councilmember Toben said that he’s excited about Energy Upgrade Portola Valley at many levels. He said we’ve waited a long time to see the Town burst out of the chutes with a comprehensive program of this kind, and recalled that when adopting the AB 32 goals many years ago, Town leaders envisioned this type of strong stand. Consequently, he said, he’s proud to be associated with the work that SURE and the Sustainability Committee are doing, and supports it wholeheartedly. Beyond meeting the targets already established – e.g., 90 homes undertaking energy upgrades as part of San Mateo County’s 1,000-home initiative and 150 homes completing energy improvements as part of the Acterra High Energy Home Assessments – he said that it is important to nurture an ethos in the Town that embeds advanced resource efficiency at the center of Portola Valley’s civic culture. He said that over the past few years, he’s hungered for more explicit messaging about the progress we’re making – and not making. He said that he considers the targeted marketing the right stance, going after innovators and early adopters, etc.,

but it is also important to attend to the broader community, because that will advance norms and improve receptivity on the part of more and more residents. For example, he suggested a page on the Town website that tracks efforts and progress on the Energy Upgrade Portola Valley program – something akin to the dashboard in the library. He said that the dashboard is nice but doesn't offer much relative data comparison. He said he'd like to see a graph in the Town Hall foyer that depicts gross energy consumption reductions since 2005 and tracks it going forward. He said the Town should place an ad in *The Almanac* at least twice a year to show residents "the good, the bad, and the ugly" on how we're doing, and encourage *The Almanac* to do tough interviews with Ms. de Garneau, so the Town is held accountable for accomplishing what it's setting out to do.

Councilmember Toben also said that he hopes to see the marketing campaign give the program a big hit right out of the gates, integrating all the media and platforms available; this effort does not call for a below-the-radar marketing effort. It is part of what's needed, he suggested, to re-tool our collective thinking about resource consumption.

In conclusion, Councilmember Toben said that he's impressed by the amount of time that Sustainability Committee members have committed to the program, and commended the leadership of such institutions as The Sequoias, the Woodside Priory and the Portola Valley School District for adding muscle to the effort.

Vice Mayor Derwin said that it's impossible to say how much time, passion, legwork and debate that the Sustainability Committee has put into development of Energy Upgrade Portola Valley over the past nine months, and how hard Ms. de Garneau has been working. She said that it is truly remarkable, and she is very proud of Ms. de Garneau and the entire Committee.

Councilmember Wengert, echoing the comments of her colleagues, added her thanks for having undertaken this huge task. She described the program as enormously ambitious, and said that it will take a lot of people really digging hard to drive it forward. She suggested that the marketing effort include giving residents information about resources available to help them financially. While people who are planning projects already anticipate capital expenditures, she reasoned, others who aren't necessarily thinking in those terms may consider economics a barrier to making energy upgrades, and having access to such information might help move them in that direction. Councilmember Wengert said that the adoption of new behaviors is less a hurdle than the expense.

Vice Mayor Derwin said that it was extremely disappointing to have the plug pulled on PACE (Property Assessed Clean Energy) program funding, because it was going to be a key component of Energy Upgrade Portola Valley.

Mayor Driscoll said that he would love to have a Town parcel map on the website, with electronic pins marking homes that have completed energy upgrades, based on the idea that seeing where they stand relative to their neighbors could give residents additional motivation. As Mayor Driscoll pointed out, peer pressure sometimes works very well. He concluded by thanking Ms. de Garneau and the Sustainability Committee for their outstanding work.

CONSENT AGENDA [7:32 p.m.]

- (2) Minutes of Town Council Meeting of January 12, 2011
- (3) Ratification of Warrant List of January 26, 2011 in the amount of \$86,634.90
- (4) Recommendation by Town Attorney – Adopt Ordinance Amending the Conflicts of Interest Code
 - (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending the Appendix to Chapter 2.36 [Conflicts

of Interest] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No. 2011-389)

- (5) Recommendation by Planning Manager – Adopt Amendments to the Zoning Ordinance to Implement portions of the Town’s Housing Element
- (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending Title 18 [Zoning] of the Portola Valley Municipal Code to reflect the Updated Housing Element (Ordinance 2011-390)

By motion of Councilmember Toben, seconded by Councilmember Wengert, the Consent Agenda (Items 3, 4 and 5) was approved with the following roll call vote:

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

No: None

Councilmember Toben moved to approve Item 2 on the Consent Agenda, Minutes of Town Council Meeting of January 12, 2011. Seconded by Councilmember Richards, the motion passed 4-0 (Mayor Driscoll abstaining).

REGULAR AGENDA [8:07 p.m.]

- (6) Recommendation by Planning Manager – Adoption of a Resolution in Opposition to the Proposed Cargill Saltworks Project, Amending Resolution 2509-2010 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. 2512-2011)

Ms. Howard said that this resolution would replace the resolution that the Town Council adopted on December 8, 2010. The revised resolution has two “whereas” statements that differ from the prior version and makes an additional point (No. 4) in the “therefore be it resolved” part:

. . . WHEREAS, Section 15270(b) of the California Environmental Quality Act permits a public agency to conduct an initial screening of a proposed development project for quick disapproval prior to the initiation of the CEQA process where the agency can determine that the project cannot be approved; and

WHEREAS, the Notice of Preparation for the proposed DMB Redwood City Saltworks project dated October 12, 2010 reveals the project to be so patently flawed on environmental grounds that it cannot be approved in any form resembling the proposal; and . . .

NOW, THEREFORE BE IT RESOLVED THAT

4. Declare that the Portola Valley Town Council requests that prior to the initiation of the CEQA process, Redwood City determine that the project cannot be approved and deny the application.

Adding a bit more background, Councilmember Toben recalled that at the December 8, 2010 Town Council meeting, resident Derry Kabcenell had indicated that the original resolution did not go far enough

and suggested language stating that not only should Redwood City take into account Portola Valley's objections, but reject the application. Councilmember Toben acknowledged reacting erroneously, indicating that the law couldn't possibly permit that. The Town Attorney has advised that the law does permit this, and when he saw the citation to CEQA, he realized that a municipality may indeed reject a project without considering it. With that new information, and considering the feelings about the project expressed that night, Councilmember Toben said that he drafted the language to change the resolution, sent it to (now) Mayor Driscoll and said that he would be willing to support it.

Councilmember Wengert, who was not present on December 8, 2010, had a question about inconsistencies between No. 2 and No. 5 in the "therefore be it resolved" part:

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.
5. 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.

In the first instance, she pointed out an expression of extreme concern, while the second indicates direct opposition. She suggested that the latter more accurately and more strongly portrays the Town's position. Other Councilmembers agreed with her suggestion to change the "extremely concerned about" in No. 2 to "opposed to."

Councilmember Toben pointed out some minor text changes. He suggested that to have the resolution in proper form, the final conjunction "and" needs to be deleted from the end of the last "whereas" clause. He found that the wording in No. 4 under "therefore" awkward and found an unnecessary comma in No. 5: He suggested the following changes, and other Councilmembers agreed.

4. Request that prior to the initiation of the CEQA process, Redwood City determine that the project cannot be approved and deny the application.
5. 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.

Councilmember Wengert moved to adopt Resolution No. 2512-2011 of the Town Council of the Town of Portola Valley, as amended, 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, as amended. Councilmember Toben seconded, and the motion passed 5-0.

- (b) Discussion of Formal Response to Notice of Preparation for proposed Cargill Saltworks Project

Mr. Vlasic referenced the memorandum about the draft letter to the Notice of Preparation that he submitted to the Town Council on January 20, 2011, which discussed specifics of the NOP. He indicated having learned that Redwood City originally had set a February 28, 2011 deadline for receipt of NOP comments, but has since moved it to the end of March 2011. He also indicated that almost every item on the environmental checklist has a potentially significant impact. At this point, there are many unknowns, including whether all of the agencies involved will come together in a single Environmental Impact Report (EIR) or Environmental Impact Statement (EIS).

Mr. Vlasic explained that rather than tackle each comment in the Initial Study, the draft of Portola Valley's letter of response focuses on the perspective of regional protection and at the same time draws attention to items on the checklist that have not been attended to – perhaps the most significant of which is the emergency response question. Importantly, too, the Baylands set as much a part of a framework as other elements that Portola Valley considers important to protect.

Councilmember Toben said that the first four paragraphs of the draft letter under the heading, "Overview of Portola Valley Comments and Environmental Concerns," are some of the most powerful and eloquent comments that he's ever read. He credited Mr. Vlasic with doing an extraordinary job of articulating the case in a measured, but compelling way. He said that he was particularly impressed by the analogy of Portola Valley's work to preserve the western hillsides, and wondered whether that analogy might be extended. There has been considerable cost associated with that preservation, Councilmember Toben pointed out. The Town's decision against permitting the building of roughly 1,000 homes on the western hillside, for instance, was a costly one, because the revenue from that project would have averted the need to scrape for utility user tax money and a lot of other headaches that Town leaders have dealt with over the years. Despite the cost of the decision, he said, they decided against the development because the value of that regional asset was so paramount, not only to Town residents but to people beyond Portola Valley.

Councilmember Toben said, too, that he is troubled by the fact that the letter does not acknowledge the problems that Redwood City faces with flooding issues and insufficient revenue sources to enable restoration of the area. He said it is a huge dilemma for Redwood City, and he believes that Redwood City officials are sincere (if mistaken) in their belief that the Saltworks project could offer an elegant solution.

Mayor Driscoll said that he believes it fair to look at the Peninsula at a populated area bounded on one side by the Bay and the other side by the hills, and that Redwood City and Portola Valley has parity in some ways.

Councilmember Wengert said that many of her thoughts are similar to Councilmember Toben's, and agrees that the regional asset perspective is critical. The comparison to Windy Hill and other parts of Portola Valley's environment, including its trail system, also occurred to her. Councilmember Wengert said that some solutions may lie in a regional approach, so some assistance may be offered at a broader level to help Redwood City address the flooding-restoration dilemma. Mayor Driscoll said that would be tough, because Portola Valley does not have much to offer in the way of resources.

Describing the draft letter as very well-organized and well-constructed, Councilmember Wengert offered two suggestions to strengthen the message (on page 2): using "objections" rather than "reactions" in the first paragraph and changing "can be appreciated" to "clearly evident" in the last line.

Councilmember Toben had an additional suggestion – to eliminate the last two sentences in the fourth paragraph for page 2f, neither of which is strong and would leave a "powerhouse paragraph."

In fact, much of the contemporary planning efforts and authority for regulation of land use in California have been in direct response to historic decisions that were made in conflict with protection of sensitive lands. Further, the California Environmental Quality Act (CEQA) requirements we make use of today were adopted to specifically protect the state's unique setting and environment against such proposals.

In general, Mayor Driscoll surmised that the Town Council would be satisfied to send this letter with the modifications discussed. Vice Mayor Derwin asked when it would be submitted; in response, Mr. Vlasic said that he would expect it to go out within the next few weeks with the resolution and the package of emails.

- (7) Recommendation by Planning Manager – Authorization to become a member of the Countywide Sub-Region to Administer the ABAG’s Regional Housing Needs Allocation Process (RHNA) as part of the regional Sustainability Communities Strategy [8:27 p.m.]
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the Town of Portola Valley to Become a Member of a Countywide Sub-Region, an Entity that would Locally Administer ABAG’s Regional Housing Needs Allocation Process (RHNA) (Resolution No. 2513-2011)

Ms. Howard said that in 2007 the Town Council had authorized Portola Valley’s membership as part of a San Mateo County Sub-Region that would look at a more regional approach to housing rather than town-by-town. The State finally approved the countywide concept, she said, and San Mateo County will proceed on that basis. This resolution would enable the Town to join the other cities in the County to move forward, and the other municipalities would also pass their own resolutions. Then ABAG will adopt a “cover” resolution to work toward implementing the effort.

In response to a question from Vice Mayor Derwin, Mr. Vlastic confirmed that the Housing Element has to be renewed every eight years. Portola Valley’s recently updated Housing Element has been certified, he explained, so this option should be in place for the next Housing Element update.

Councilmember Wengert asked whether the Sub-Region is synonymous with the County in this case, or if it is a portion of the County. Mr. Vlastic said that the Sub-Region is the County.

In light of the 2010 census, Vice Mayor Derwin asked when RHNA are reviewed and allocations made for each jurisdiction, and what the basis for the analysis is. Mr. Vlastic explained that ABAG is mandated by the State to come up with the numbers and takes several factors into account to do so. They undertake annual surveys on land-use conditions in the communities, project population and other changes, and generate numbers to allocate across the Bay Area region.

Councilmember Richards moved to have Portola Valley become a member of the countywide sub-region to administer ABAG’s Regional Housing Needs Allocation Process (RHNA) as part of the regional Sustainability Communities Strategy. Councilmember Wengert seconded, and the motion passed 5-0.

- (8) Recommendation by Assistant Town Manager – Ford Field Refurbishment Project [8:35 p.m.]
- (a) Entering into an Agreement with Carducci & Associates for Completion of Design Work for the Ford Field Refurbishment

Ms. McDougall said that she had nothing to add to the staff report of January 26, 2011. Councilmember Toben moved to approve entering into an agreement with Carducci & Associates for completion of design work for the Ford Field refurbishment. Councilmember Richards seconded, and the motion passed 5-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS [8:36 p.m.]

- (9) Recommendation by the Trails and Paths Committee – Proposed change to Committee Charter [8:20 p.m.]

Councilmember Wengert moved to approve the proposed Trails and Paths Committee charter changes. Vice Mayor Derwin seconded, and the motion passed 5-0.

- (10) Appointment by Mayor – 2011 Commissions and Committees

Vice Mayor Derwin asked about circumstances with the Traffic Committee, which currently has only two members. Mayor Driscoll explained that the Traffic Committee will meet and discuss how best to move forward, whether it be to amend charter meeting time or fold Traffic into the Trails and Paths Committee.

Councilmember Toben moved concurrence with Mayor Driscoll's appointments of Commission and Committee members. Councilmember Wengert seconded, and the motion passed 5-0.

(11) Appointment by Mayor – 2011 Commission and Committee Council Liaisons

Vice Mayor Derwin, listed as liaison to the Cultural Arts Committee and the Climate Action Program – County and C/CAG, pointed out that the Cultural Arts Committee meets on the second Thursdays of each month and the Climate Action Program meeting is held monthly on the third Thursday. Clerk Hanlon explained that the Cultural Arts Committee's meeting schedule appears as "as announced" in its charter. Vice Mayor Derwin also noted that the League of California Cities meetings should be listed as "as announced."

Councilmember Richards moved concurrence with Mayor Driscoll's appointments of liaisons and alternates to the Commissions and Committees. Vice Mayor Derwin seconded, and the motion passed 5-0.

Boy Scouts [*non-agenda item*]

Boy Scout Troop 64 was in attendance at tonight's meeting, and the boys were invited to share reactions or questions about what they've observed. Scoutmaster Pat Kelley, who lives on Portola Road in Woodside, said that the boys are working on their Citizenship in the Community merit badges, and one of the requirements is going to a Town Council meeting and hear about the business of the Town. He said some of the scouts had questions about Ford Field. Christian Anderson, who said that he has played at Ford Field many times, asked what would change there. He pointed out that one of the dugouts is either really cold or really hot and doesn't accommodate the entire team, so they use the bleachers instead of the dugout. Mayor Driscoll, explaining that initially the Town had a much more ambitious project in mind but could not obtain funding that was anticipated, indicated that the proposal – more of a bare-bones refurbishment – currently calls for moving the dugout from under the tree so that it can be used, replacing the rotting backstop, installing a new batting cage, re-leveling the field, putting in a new irrigation system and putting up new fencing. Mayor Driscoll told the boys that what the Town Council approved today was for the design phase. In response to a question, he said that he isn't sure whether the refurbishment will include a new scoreboard.

In response to a question about which grades at Corte Madera Elementary School would receive the Home Energy Detective Loaner Kits, Ms. Howard said that the kits would be given to science teachers, but she isn't sure what grades they teach. Vice Mayor Derwin said that she believes anyone who has a science teacher would be able to borrow one of the kits. One of the boys said that his father has an infrared temperature gun, and it's extremely inaccurate. In response to another question, Ms. Howard said that the Detective Loaner Kits also would be available to the public through Town Hall or checkout at the library.

(12) Reports from Commission and Committee Liaisons [8:45 p.m.]

(a) SFO Airport/Community Roundtable

Councilmember Toben reported learning at the Airport/Community Roundtable that the San Jose Airport has instituted a new flight path arrival that affects incoming flights about 10% of the time, depending on weather conditions. It takes aircraft coming into San Jose over Portola Valley at about 5,400 feet of altitude. That is substantially lower than the standard they were supposed to have in place thanks to Representative Anna Eshoo.

Councilmember Toben said that a noise abatement officer from SFO called him to express interest in monitoring the noise impacts of this new arrival path, and would be happy to install a noise monitor in some remote location. Councilmember Toben responded that it was a great idea, and could we also get noise readings for some flights incoming to SFO. The noise abatement officer said that he wasn't

authorized to undertake that kind of work and had to confer with Roundtable leadership – which has not been hospitable to Portola Valley’s concerns in that regard.

(b) Ad-Hoc Spring Down Master Plan Committee

On January 21, 2011, Councilmember Wengert reported, a subset of the Ad-Hoc Spring Down Master Plan Committee met to review the Committee’s progress and discuss a report that will be submitted to the Town Council in February or March. She and Councilmember Richards met with Planning Manager Leslie Lambert and Public Works Director Howard Young; Ms. Lambert agreed to prepare the report.

(c) Community Events Committee

Councilmember Wengert said that the Community Events Committee is reviewing annual events and evaluating whether they are still meaningful to the community. In her last meeting as the Committee’s liaison, Councilmember Wengert told members that the Town Council is committed to making sure they received the resources they need to move forward.

(d) Cable & Utilities Undergrounding Committee

Councilmember Richards reported that the Cable & Utilities Undergrounding Committee has a vacancy and continues work on undergrounding. Ms. Howard said that Portola Valley’s franchise agreement with Comcast expires on March 11, 2011.

(e) Planning Commission

Councilmember Richards reported that the Planning Commission reviewed map modifications, approved a lot-line adjustment and turned down the Neely/Myers conditional use permit application, which may well be appealed.

(f) San Mateo County Emergency Services Council

The San Mateo County Emergency Services Council meeting was well-attended, Councilmember Richards said, with a good presentation on the use of broadband technology in providing emergency services, with a potential partnership between San Mateo County and Motorola. There also were presentations about disaster resilience and lessons learned from the San Bruno pipeline explosion.

(g) Cultural Arts Committee

Vice Mayor Derwin said that the Cultural Arts Committee debriefed on the very successful Holiday Art Fair and discussed 2011 goals at its recent meeting. Plans for the year include another holiday craft fair, a music night series, a concert series and an art show and reception in the Community Hall – but no movie nights. Vice Mayor Derwin said that the tiles are in place and look fabulous, and the donated sculpture has been installed – providing exactly the kind of magical experience the Cultural Arts Committee had envisioned, she said.

(h) Ad-Hoc Fire Wise Committee

The Ad-Hoc Fire Wise Committee did not have a quorum at its recent meeting, according to Vice Mayor Derwin. Members discussed the next Home Ignition Zone Workshop (scheduled for March 25, 2011), the 2011 chipper program (starting in May), the Woodside Defensible Space Grant program (with nine applications completed and one project completed), the Governor’s proposal to shift the costs and control of fighting fires to local levels (and its potential effect on Cal Fire support), and recruitment for CERPP (Citizens Emergency Response Preparedness Program).

(i) Architectural and Site Control Commission (ASCC)

Vice Mayor Derwin said that the ASCC continued discussion on T-Mobile antenna facility landscaping, Wang project in Westridge, the Portola Vineyards' proposal (submitted to the City of Palo Alto) to have concerts at the winery, The Sequoias' equipment replacement and upgrading of turf fields at the Priory. Vice Mayor Derwin also reported that Jeff Aalfs was elected ASCC chair and Craig Hughes vice chair.

(j) Conservation Committee

Mayor Driscoll reported that the Conservation Committee, which met on January 25, 2011, is concerned about interfacing with the Planning Department and the ASCC. There is miscommunication as to what is being asked of the Committee. The Committee also questioned why the Shorestein property is being subdivided.

WRITTEN COMMUNICATIONS [9:13 p.m.]

(13) Town Council January 14, 2011 Weekly Digest

- a) #2 – Letter to Council from Ron Walter (who chairs the Open Space Acquisition Advisory Committee) regarding the establishment of a Nature Trail along the existing Dengler Trail and trails that lead up to it

Ms. Howard indicated that the Town Council will have to decide whether the Town should spend open-space acquisition money to create the trail, buy signage, etc. – a policy decision. Councilmember Toben pointed out that this initiative is an example of something that does advance the Town's open-space values.

(14) Town Council January 21, 2011 Weekly Digest

- a) #1 – Memorandum to Town Council from Ms. McDougall with attachment of Mayor Driscoll's letter to Judy King regarding Requests for Council Recognition – January 19, 2011

Councilmembers agreed that Portola Valley should participate in the annual Diversity Awards. Councilmember Toben said that he happens to know of the work of a few people, but it seems to make sense to invite residents to identify deserving nominees via the Town website and PV Forum. Others agreed.

- b) #2 – Letter to Town Council from Brad Peyton (as president of the Portola Valley Garden Club) regarding a memorial tree for Al Bertschinger – January 20, 2011

Ms. Howard said that she has copies of the memorial requisition policy, and indicated that Mr. Peyton's request meets most of the criteria. It would be necessary to specify that the signage be made of biodegradable material. Mr. Peyton indicated that Mr. Bertschinger served as Portola Valley's first Park Commissioner and the first caretaker for Triangle Park, built when the Alpine Road/Portola Road intersection was created. Council approved the request for placement of a memorial tree near the tennis court, where a broken tree was removed.

- (c) #4 – Letter to Town Council from Carlos Romero requesting support for his appointment to the Metropolitan Transportation Commission's San Mateo County cities seat – January 8, 2011

Vice Mayor Derwin said that the elections will take place at the Council of Cities meeting on January 28, 2011, and that she will support Mr. Romero.

Mayor Driscoll commented that when members are representing Portola Valley at regional levels, it would be a courtesy to brief the Town Council in advance in the event their support or opposition is contentious. In the past, Vice Mayor Derwin said, she'd been told to do it on her own, and she would much rather go in and say that her opinion represents that of the Town Council.

- (d) #5 – San Mateo County Sheriff's Office Crime Activities for the Town of Portola Valley – Yearly Comparisons for 2010

Councilmember Toben stated that the while the report assembled in apparent response to questions he raised at the January 12, 2011 Town Council meeting contained some interesting data, it didn't address the reasons for the large variance in numbers from quarter to quarter.

CLOSED SESSION [9:26 p.m.]

- (15) 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

None to report

ADJOURNMENT: [10:07 p.m.]

Mayor

Town Clerk

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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

ANIMAL DAMAGE MGMT INC	January Pest Control	11590	02/09/2011	
			02/09/2011	
16170 VINEYARD BLVD. #150	804		02/09/2011	
MORGAN HILL	BOA	44486	02/09/2011	0.00
CA 95037	50114			310.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	310.00	0.00

Check No.	44486	Total:	310.00
Total for	ANIMAL DAMAGE MGMT INC		310.00

ARROWHEAD MT SPRING WATER	January Statement	11591	02/09/2011	
			02/09/2011	
P.O. BOX 856158	463		02/09/2011	
LOUISVILLE	BOA	44487	02/09/2011	0.00
KY 40285-6158	01A5743876004			73.76

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	73.76	0.00

Check No.	44487	Total:	73.76
Total for	ARROWHEAD MT SPRING WATER		73.76

AT&T (2)	January MW	11592	02/09/2011	
			02/09/2011	
PAYMENT CENTER	877		02/09/2011	
SACRAMENTO	BOA	44488	02/09/2011	0.00
CA 95887-0001				63.81

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerg Preparedness Committee	63.81	0.00

Check No.	44488	Total:	63.81
Total for	AT&T (2)		63.81

BANK OF AMERICA	January Statements	11593	02/09/2011	
			02/09/2011	
Bank Card Center			02/09/2011	
P.O. BOX 53155	0022		02/09/2011	
PHOENIX	BOA	44489	02/09/2011	0.00
AZ 85072-3155				1,080.93

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	25.98	0.00
05-64-4311	Internet Service & Web Hosting	9.99	0.00
05-64-4312	Office Equipment	691.93	0.00
05-64-4326	Education & Training	100.00	0.00
05-64-4334	Vehicle Maintenance	212.04	0.00
05-64-4336	Miscellaneous	40.99	0.00

Check No.	44489	Total:	1,080.93
Total for	BANK OF AMERICA		1,080.93

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State/Province Zip/Postal	Invoice Number			Check Amount

BAYSIDE EQUIPMENT COMPANY	Annual Generator Maintenance	11597	02/09/2011	
			02/09/2011	
3562 HAVEN AVENUE	421		02/09/2011	
REDWOOD CITY	BOA	44490	02/09/2011	0.00
CA 94063-4603	57767			340.99

GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4152	Emerq Preparedness Committee	340.99	0.00	

Check No.	44490	Total:	340.99
Total for	BAYSIDE EQUIPMENT COMPANY		340.99

BIGGS CARDOSA ASSOC INC	C-1 Trail Design, Dec 2010	11594	02/09/2011	
			02/09/2011	
865 THE ALAMEDA	746		02/09/2011	
SAN JOSE	BOA	44491	02/09/2011	0.00
CA 95126-3133	57930			470.00

GL Number	Description	Invoice Amount	Amount Relieved	
96-00-4528	C-1 Trail	470.00	0.00	

Check No.	44491	Total:	470.00
Total for	BIGGS CARDOSA ASSOC INC		470.00

CAL WATER SERVICE CO	Statements, 12/15 - 1/13/11	11595	02/09/2011	
			02/09/2011	
3351 EL CAMINO REAL	0035		02/09/2011	
ATHERTON	BOA	44492	02/09/2011	0.00
CA 94027				583.23

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4330	Utilities	583.23	0.00	

Check No.	44492	Total:	583.23
Total for	CAL WATER SERVICE CO		583.23

FRANK S CHEN	Class Registration Refund	11596	02/09/2011	
			02/09/2011	
20 FOX HILL ROAD	583		02/09/2011	
WOODSIDE	BOA	44493	02/09/2011	0.00
CA 94062				710.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-58-4246	Instructors & Class Refunds	710.00	0.00	

Check No.	44493	Total:	710.00
Total for	FRANK S CHEN		710.00

COMCAST	WiFi, 1/21 - 2/20	11598	02/09/2011	
			02/09/2011	
P.O. BOX 34227	0045		02/09/2011	
SEATTLE	BOA	44494	02/09/2011	0.00
WA 98124-1227	8155 20 017 0101945			64.90

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4318	Telephones	64.90	0.00	

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Check No.	44494	Total:	64.90
Total for	COMCAST		64.90

COPYMAT	Pages for Code Books (4)	11599	02/09/2011	
1918 EL CAMINO REAL	0046		02/09/2011	
REDWOOD CITY	BOA	44495	02/09/2011	0.00
CA 94063-2113	62566			40.12
GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4300	Codification	40.12	0.00	

Check No.	44495	Total:	40.12
Total for	COPYMAT		40.12

COTTON SHIRES & ASSOC. INC.	January Applicant Charges	11600	02/09/2011	
330 VILLAGE LANE	0047		02/09/2011	
LOS GATOS	BOA	44496	02/09/2011	0.00
CA 95030-7218				9,521.75
GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4190	Geoloqist - Charges to Appls	9,521.75	0.00	

Check No.	44496	Total:	11,516.75
Total for	COTTON SHIRES & ASSOC. INC.		11,516.75

COTTON SHIRES & ASSOC. INC.	Abatement Inspection	11601	02/09/2011	
330 VILLAGE LANE	16 & 42 Santa Maria	5911	02/09/2011	
LOS GATOS	0047		02/09/2011	
LOS GATOS	BOA	44496	02/09/2011	0.00
CA 95030-7218	13932			1,995.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4189	Town Geoloqist	1,995.00	0.00	

Check No.	44496	Total:	11,516.75
Total for	COTTON SHIRES & ASSOC. INC.		11,516.75

GO NATIVE INC	TC Weed Maintenance, January	11602	02/09/2011	
P.O. BOX 370103	632		02/09/2011	
MONTARA	BOA	44497	02/09/2011	0.00
CA 94037	2159			1,496.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-66-4342	Landscape Supplies & Services	1,496.00	0.00	

Check No.	44497	Total:	1,496.00
Total for	GO NATIVE INC		1,496.00

JEANNIE GOLDMAN	Winter Instructor Fee	11603	02/09/2011	
741 MANZANITA ROAD	706		02/09/2011	
WOODSIDE	BOA	44498	02/09/2011	0.00
CA 94062				18,814.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-58-4246	Instructors & Class Refunds	18,814.00	0.00	

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

Check No.	44498	Total:	18,814.00
Total for	JEANNIE GOLDMAN		18,814.00

GOODCO PRESS INCORPORATED	Letterhead, Business Cards	11604	02/09/2011	
		5919	02/09/2011	
2480 OLD MIDDLEFIELD WAY	0328		02/09/2011	
MOUNTAIN VIEW	BOA	44499	02/09/2011	0.00
CA 94043	43903,43952			585.27

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	585.27	0.00

Check No.	44499	Total:	585.27
Total for	GOODCO PRESS INCORPORATEI		585.27

HIGHWAY TECHNOLOGIES, INC	Street Signage	11605	02/09/2011	
			02/09/2011	
P.O. BOX 51581	0067		02/09/2011	
LOS ANGELES	BOA	44500	02/09/2011	0.00
CA 90051-5881	65072040-001			124.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	124.00	0.00

Check No.	44500	Total:	124.00
Total for	HIGHWAY TECHNOLOGIES, INC		124.00

MARK HILDEBRAND	Deposit Refund	11610	02/09/2011	
			02/09/2011	
140 MEADOWOOD DRIVE	573		02/09/2011	
PORTOLA VALLEY	BOA	44501	02/09/2011	0.00
CA 94028				5,036.61

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	5,036.61	0.00

Check No.	44501	Total:	5,036.61
Total for	MARK HILDEBRAND		5,036.61

HILLYARD, INC	Janitorial Supplies	11606	02/09/2011	
		5915	02/09/2011	
P.O. BOX 874338	531		02/09/2011	
KANSAS CITY	BOA	44502	02/09/2011	0.00
MO 64187-4338	6593578,6610021			1,659.40

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	1,659.40	0.00

Check No.	44502	Total:	1,659.40
Total for	HILLYARD, INC		1,659.40

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State/Province Zip/Postal	Invoice Number			Check Amount

IZMIRIAN ROOFING	C&D Refund, 4 Indian Crossing	11611	02/09/2011	
			02/09/2011	
229 S. RAILROAD AVE	768		02/09/2011	
SAN MATEO	BOA	44503	02/09/2011	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.	44503	Total:	1,000.00
Total for	IZMIRIAN ROOFING		1,000.00

J.W. ENTERPRISES	Portable Lavs, 1/27 - 2/23	11607	02/09/2011	
			02/09/2011	
1689 MORSE AVE	829		02/09/2011	
VENTURA	BOA	44504	02/09/2011	0.00
CA 93003	153910			219.48

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

Check No.	44504	Total:	219.48
Total for	J.W. ENTERPRISES		219.48

KDSA CONSULTING LLC	Spam Filter, February 2011	11608	02/09/2011	
			02/09/2011	
1600 OSGOOD STREET	555		02/09/2011	
N. ANDOVER	BOA	44505	02/09/2011	0.00
MA 01845	11928			75.00

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

Check No.	44505	Total:	75.00
Total for	KDSA CONSULTING LLC		75.00

ANN KEARNY	Deposit Refund	11609	02/09/2011	
			02/09/2011	
120 GOLDEN OAK	575		02/09/2011	
PORTOLA VALLEY	BOA	44506	02/09/2011	0.00
CA 94028				326.85

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	326.85	0.00

Check No.	44506	Total:	326.85
Total for	ANN KEARNY		326.85

MODERN LANDSCAPING	Business License Refund (overpayment)	11613	02/09/2011	
			02/09/2011	
214 CRISTICH LANE	571		02/09/2011	
CAMPBELL	BOA	44507	02/09/2011	0.00
CA 95008				80.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4228	Miscellaneous Refunds	80.00	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.	44507	Total:	80.00
Total for	MODERN LANDSCAPING		80.00

MUNICIPAL CODE CORPORATION	Supplemental Pages, Code Books	11614	02/09/2011	
P.O. BOX 2235	788		02/09/2011	
TALLAHASSEE	BOA	44508	02/09/2011	0.00
FL 32316	203387			158.69

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4300	Codification	158.69	0.00

Check No.	44508	Total:	158.69
Total for	MUNICIPAL CODE CORPORATION		158.69

O. NELSON & SON	Emergency Road Clean-up	11615	02/09/2011	
3355 TRIPP ROAD	Golden Oak & Alpine		02/09/2011	
WOODSIDE	634		02/09/2011	
CA 94062	BOA	44509	02/09/2011	0.00
	130			2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage	2,000.00	0.00

Check No.	44509	Total:	2,000.00
Total for	O. NELSON & SON		2,000.00

PACIFIC ACCESS INC	Annual Dumbwaiter Maint.	11616	02/09/2011	
937 INDUSTRIAL AVENUE	991		02/09/2011	
PALO ALTO	BOA	44510	02/09/2011	0.00
CA 94303	15219			120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	120.00	0.00

Check No.	44510	Total:	120.00
Total for	PACIFIC ACCESS INC		120.00

PERS HEALTH	February Health Premium	11617	02/09/2011	
VIA EFT	0108		02/09/2011	
	BOA	44511	02/09/2011	0.00
				14,644.59

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	14,644.59	0.00

Check No.	44511	Total:	14,644.59
Total for	PERS HEALTH		14,644.59

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

PG&E	January Statements	11618	02/09/2011	
			02/09/2011	
BOX 997300	0109		02/09/2011	
SACRAMENTO	BOA	44512	02/09/2011	0.00
CA 95899-7300				838.16

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	838.16	0.00

Check No.	44512	Total:	838.16
Total for	PG&E		838.16

PORTOLA VALLEY HARDWARE

January Statement		11619	02/09/2011	
			02/09/2011	
112 PORTOLA VALLEY ROAD	0114		02/09/2011	
PORTOLA VALLEY	BOA	44513	02/09/2011	0.00
CA 94028				117.45

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	41.48	0.00
05-66-4340	Building Maint Equip & Supp	75.97	0.00

Check No.	44513	Total:	117.45
Total for	PORTOLA VALLEY HARDWARE		117.45

S.P. MCCLENAHAN CO. INC

Removal of Live Oak (near Tennis Courts)		11612	02/09/2011	
			02/09/2011	
1 ARASTRADERO ROAD	399		02/09/2011	
PORTOLA VALLEY	BOA	44514	02/09/2011	0.00
CA 94028-8012	58191			2,400.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	2,400.00	0.00

Check No.	44514	Total:	2,400.00
Total for	S.P. MCCLENAHAN CO. INC		2,400.00

SHARP BUSINESS SYSTEMS

Dec/Jan Copies		11620	02/09/2011	
			02/09/2011	
DEPT. LA 21510	0199		02/09/2011	
PASADENA	BOA	44515	02/09/2011	0.00
CA 91185-1510	AR337415			5.35

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	5.35	0.00

Check No.	44515	Total:	5.35
Total for	SHARP BUSINESS SYSTEMS		5.35

SIERRA PACIFIC TURF SUPPLY INC

Fertilizer		11621	02/09/2011	
			02/09/2011	
P.O. BOX 84	842		02/09/2011	
CAMPBELL	BOA	44516	02/09/2011	0.00
CA 95009	0343518-IN			202.97

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

05-58-4240	Parks & Fields Maintenance	202.97	0.00	
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Check No.	44516	Total:	202.97
Total for	SIERRA PACIFIC TURF SUPPLY IN		202.97

SPANGLE & ASSOCIATES	Wireless Task Force	11622	02/09/2011	
	Oct/Nov 2010		02/09/2011	
770 MENLO AVENUE	0121		02/09/2011	
MENLO PARK	BOA	44517	02/09/2011	0.00
CA 94025-4736	18746			2,797.80

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	2,797.80	0.00

SPANGLE & ASSOCIATES	Statement, 12/22 - 1/20/11	11623	02/09/2011	
			02/09/2011	
770 MENLO AVENUE	0121		02/09/2011	
MENLO PARK	BOA	44517	02/09/2011	0.00
CA 94025-4736				34,133.90

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	12,054.30	0.00
96-54-4198	Planner - Charges to Appls	15,181.60	0.00

Check No.	44517	Total:	36,931.70
Total for	SPANGLE & ASSOCIATES		36,931.70

CONNIE STACK	Winter Instructor Fee	11624	02/09/2011	
			02/09/2011	
10127 LAMPLIGHTER SQUARE	648		02/09/2011	
CUPERTINO	BOA	44518	02/09/2011	0.00
CA 95014				1,440.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,440.00	0.00

Check No.	44518	Total:	1,440.00
Total for	CONNIE STACK		1,440.00

STAPLES	January Statement	11625	02/09/2011	
			02/09/2011	
STAPLES CREDIT PLAN	430		02/09/2011	
DES MOINES	BOA	44519	02/09/2011	0.00
IA 50368-9020				345.72

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	345.72	0.00

Check No.	44519	Total:	345.72
Total for	STAPLES		345.72

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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

STATE COMP INSURANCE FUND	January Premium	11626	02/09/2011	
			02/09/2011	
PO BOX 7980	0122		02/09/2011	
SAN FRANCISCO	BOA	44520	02/09/2011	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.	44520	Total:	1,936.75
Total for	STATE COMP INSURANCE FUND		1,936.75

THERMAL MECHANICAL, INC	Bi-Monthly Maintenance	11627	02/09/2011	
			02/09/2011	
425 ALDO AVENUE	955		02/09/2011	
SANTA CLARA	BOA	44521	02/09/2011	0.00
CA 95054	PM-47021			1,426.00

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

THERMAL MECHANICAL, INC	Maint at Library	11628	02/09/2011	
		5918	02/09/2011	
425 ALDO AVENUE	955		02/09/2011	
SANTA CLARA	BOA	44521	02/09/2011	0.00
CA 95054	AC-46940			1,560.60

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	1,560.60	0.00

Check No.	44521	Total:	2,986.60
Total for	THERMAL MECHANICAL, INC		2,986.60

YVONNE TRYCE	Winter Instructor Fee	11629	02/09/2011	
			02/09/2011	
90 JOAQUIN ROAD	512		02/09/2011	
PORTOLA VALLEY	BOA	44522	02/09/2011	0.00
CA 94028				550.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	550.00	0.00

Check No.	44522	Total:	550.00
Total for	YVONNE TRYCE		550.00

STEVEN VASSALLO	Comm'ty Hall Dep Refund	11630	02/09/2011	
			02/09/2011	
225 WILLOWBROOK DRIVE	552		02/09/2011	
PORTOLA VALLEY	BOA	44523	02/09/2011	0.00
CA 94028				250.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	250.00	0.00

Check No.	44523	Total:	250.00
Total for	STEVEN VASSALLO		250.00

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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

VERIZON WIRELESS	Admin Cellular, January	11631	02/09/2011	
			02/09/2011	
P.O. BOX 9622	0131		02/09/2011	
MISSION HILLS	BOA	44524	02/09/2011	0.00
CA 91346-9622	0944374252			111.94

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	111.94	0.00

Check No.	44524	Total:	111.94
Total for	VERIZON WIRELESS		111.94

WOODSIDE ATHERTON GARDEN CLUB	Deposit Refund, Commty Hall	11632	02/09/2011	
			02/09/2011	
P.O. BOX 838	584		02/09/2011	
MENLO PARK	BOA	44525	02/09/2011	0.00
CA 94026				1,000.00

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

Check No.	44525	Total:	1,000.00
Total for	WOODSIDE ATHERTON GARDEN		1,000.00

ELIZABETH WRIGHT	Winter Instructor Fee	11633	02/09/2011	
			02/09/2011	
147 HEDGE ROAD	620		02/09/2011	
MENLO PARK	BOA	44526	02/09/2011	0.00
CA 94025				1,267.20

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,267.20	0.00

Check No.	44526	Total:	1,267.20
Total for	ELIZABETH WRIGHT		1,267.20

Total Invoices:	44	Grand Total:	111,978.22
		Less Credit Memos:	0.00
		Net Total:	111,978.22
		Less Hand Check Total:	0.00
		Outstanding Invoice Total:	111,978.22

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
February 9, 2011

Claims totaling \$111,978.22 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

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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

AT&T	January Statements	11634	02/23/2011	
			02/23/2011	
PO BOX 989048	441		02/23/2011	
WEST SACRAMENTO	BOA	44566	02/23/2011	0.00
CA 95798-9048				261.09

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	261.09	0.00

Check No.	44566	Total:	261.09
Total for	AT&T		261.09

STEPHANIE TUXEN BISGAARD	Class Cancellation Refund	11635	02/23/2011	
			02/23/2011	
330 ALAMOS ROAD	606		02/23/2011	
PORTOLA VALLEY	BOA	44567	02/23/2011	0.00
CA 94028				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44567	Total:	120.00
Total for	STEPHANIE TUXEN BISGAARD		120.00

BKF	C-1 Trail Civil Engineering	11644	02/23/2011	
	11/15/10 - 12/26/10		02/23/2011	
255 SHORELINE DRIVE	2036		02/23/2011	
REDWOOD CITY	BOA	44568	02/23/2011	0.00
CA 94065	11010312			8,199.96

GL Number	Description	Invoice Amount	Amount Relieved
96-00-4528	C-1 Trail	8,199.96	0.00

Check No.	44568	Total:	8,199.96
Total for	BKF		8,199.96

BELLE CASARES	Class Cancellation Refund	11636	02/23/2011	
			02/23/2011	
455 OLD LA HONDA ROAD	818		02/23/2011	
WOODSIDE	BOA	44569	02/23/2011	0.00
CA 94062				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44569	Total:	120.00
Total for	BELLE CASARES		120.00

CASEY CONSTRUCTION INC	CIP Drainage Project	11645	02/23/2011	
	200 LF of 16" HDPE		02/23/2011	
620 HANDLEY TRAIL	2021		02/23/2011	
EMERALD HILLS	BOA	44570	02/23/2011	0.00
CA 94062	05-410			16,235.00

GL Number	Description	Invoice Amount	Amount Relieved
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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

05-68-4413	CIP Storm Drain Project	16,235.00	0.00	
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Check No.	44570	Total:	16,235.00
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Total for	CASEY CONSTRUCTION INC	16,235.00
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GL Number	Description	Invoice Amount	Amount Relieved
05-54-4216	IT & Website Consultants	1,799.50	0.00

Check No.	44571	Total:	1,799.50
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Total for	CITY OF REDWOOD CITY	1,799.50
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GL Number	Description	Invoice Amount	Amount Relieved
05-64-4327	Educ/Train: Council & Commissn	40.00	0.00

Check No.	44572	Total:	40.00
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Total for	CITY OF SAN BRUNO	40.00
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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

Check No.	44573	Total:	1,425.55
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Total for	CLEANSTREET	1,425.55
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GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44574	Total:	120.00
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Total for	JENNIE CONLEY	120.00
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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

DAVEY TREE EXPERT CO.	SOD Treatment	11649	02/23/2011	
			02/23/2011	
P.O. BOX 94532	0053		02/23/2011	
CLEVELAND	BOA	44575	02/23/2011	0.00
OH 44101-4532	904357532			1,593.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4264	ROW Tree Trimming Program	1,593.00	0.00

Check No.	44575	Total:	1,593.00
Total for	DAVEY TREE EXPERT CO.		1,593.00

ELISA DE LAET-JAGERSON	Class Cancellation Refund	11638	02/23/2011	
			02/23/2011	
67 LOS TRANCOS ROAD	540		02/23/2011	
PORTOLA VALLEY	BOA	44576	02/23/2011	0.00
CA 94028				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44576	Total:	120.00
Total for	ELISA DE LAET-JAGERSON		120.00

ECO PROMOTIONAL PRODUCTS INC	Service Award, A. Howard	11650	02/23/2011	
			02/23/2011	
2340 N. HAZELTIME DRIVE	592		02/23/2011	
VERNON HILLS	BOA	44577	02/23/2011	0.00
IL 60061	10738			115.70

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	115.70	0.00

Check No.	44577	Total:	115.70
Total for	ECO PROMOTIONAL PRODUCTS I		115.70

KATHLEEN FRAZIER	Refund Litter Deposit	11651	02/23/2011	
			02/23/2011	
14 ARASTRADERO ROAD	535		02/23/2011	
PORTOLA VALLEY	BOA	44578	02/23/2011	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	100.00	0.00

Check No.	44578	Total:	100.00
Total for	KATHLEEN FRAZIER		100.00

ICC, INC	Annual Town Dues, 2011	11652	02/23/2011	
			02/23/2011	
ATTN: MEMBERSHIP	790		02/23/2011	
BIRMINGHAM	BOA	44579	02/23/2011	0.00
AL 35213	2823674			100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	100.00	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.	44579	Total:	100.00
Total for	ICC, INC		100.00

BRIAN JENKINS	Deposit Refund	11653	02/23/2011	
30 STONEGATE ROAD	539		02/23/2011	
PORTOLA VALLEY	BOA	44580	02/23/2011	0.00
CA 94028				500.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	500.00	0.00

Check No.	44580	Total:	500.00
Total for	BRIAN JENKINS		500.00

JORGENSON SIEGEL MCCLURE & FLEGEL	January Statement	11654	02/23/2011	
1100 ALMA STREET	0089		02/23/2011	
MENLO PARK	BOA	44581	02/23/2011	0.00
CA 94025				7,500.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	6,413.00	0.00
96-54-4186	Attorney - Charges to Appls	1,087.50	0.00

Check No.	44581	Total:	7,500.50
Total for	JORGENSON SIEGEL MCCLURE &		7,500.50

LUCY KIM	Class Cancellation Refund	11640	02/23/2011	
4145 ALPINE ROAD	552		02/23/2011	
PORTOLA VALLEY	BOA	44582	02/23/2011	0.00
CA 94028				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44582	Total:	120.00
Total for	LUCY KIM		120.00

KUTZMANN & ASSOCIATES	January Plan Check	11655	02/23/2011	
39355 CALIFORNIA STREET	0090		02/23/2011	
FREMONT	BOA	44583	02/23/2011	0.00
CA 94538				2,607.24

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4200	Plan Check Services	2,607.24	0.00

Check No.	44583	Total:	2,607.24
Total for	KUTZMANN & ASSOCIATES		2,607.24

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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

RICHARD G LANDI	Video Storm Drain Evaluation	11656	02/23/2011	
dba COLLECTION SYST MAINT SVCE			02/23/2011	
178 SOUTH PALOMAR DRIVE	0340		02/23/2011	
REDWOOD CITY	BOA	44584	02/23/2011	0.00
CA 94062	11-3556			11,970.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4413	CIP Storm Drain Project	11,970.00	0.00

Check No.	44584	Total:	11,970.00
Total for	RICHARD G LANDI		11,970.00

JANET LORENZEN	Class Cancellation Refund	11639	02/23/2011	
			02/23/2011	
15 CORDOVA COURT	561		02/23/2011	
PORTOLA VALLEY	BOA	44585	02/23/2011	0.00
CA 94028				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44585	Total:	120.00
Total for	JANET LORENZEN		120.00

PATTY MCLUCAS	Winter Instructor Fee	11657	02/23/2011	
			02/23/2011	
143 LOS TRANCOS CIRCLE	690		02/23/2011	
PORTOLA VALLEY	BOA	44586	02/23/2011	0.00
CA 94028				480.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	480.00	0.00

Check No.	44586	Total:	480.00
Total for	PATTY MCLUCAS		480.00

JON MYERS	Reimb for Soccer League	11658	02/23/2011	
			02/23/2011	
4540 ALPINE ROAD	900		02/23/2011	
PORTOLA VALLEY	BOA	44587	02/23/2011	0.00
CA 94028				300.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4160	Parks & Rec Adult Sports	300.00	0.00

Check No.	44587	Total:	300.00
Total for	JON MYERS		300.00

NBS, INC	Fee Study Progress Invoice	11659	02/23/2011	
			02/23/2011	
32605 TEMECULA PARKWAY	0341		02/23/2011	
TEMECULA	BOA	44588	02/23/2011	0.00
CA 92592	S01311139-JH			3,120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4209	Permit & Fees Study	3,120.00	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.	44588	Total:	3,120.00
Total for	NBS, INC		3,120.00

OFFICE EQUIPMENT FINANCE SERV	February Copier Lease	11660	02/23/2011	
P. O. BOX 790448	472		02/23/2011	
ST. LOUIS	BOA	44590	02/23/2011	0.00
MO 63179	170050546			408.92

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

Check No.	44590	Total:	408.92
Total for	OFFICE EQUIPMENT FINANCE SE		408.92

KATHLEEN O'ROURKE	Class Cancellation Refund	11642	02/23/2011	
55 STADLER DRIVE	551		02/23/2011	
WOODSIDE	BOA	44589	02/23/2011	0.00
CA 94062				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44589	Total:	120.00
Total for	KATHLEEN O'ROURKE		120.00

AMY E PAYNE	Winter Instructor Fee	11662	02/23/2011	
367 OLD LA HONDA ROAD	686		02/23/2011	
WOODSIDE	BOA	44591	02/23/2011	0.00
CA 94062				1,350.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,350.00	0.00

Check No.	44591	Total:	1,350.00
Total for	AMY E PAYNE		1,350.00

PG&E	December Statements (Reissue)	11661	02/23/2011	
BOX 997300	(Orig #44368 MIA)		02/23/2011	
SACRAMENTO	0109		02/23/2011	
CA 95899-7300	BOA	44592	02/23/2011	0.00
				3,603.42

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	3,603.42	0.00

Check No.	44592	Total:	3,603.42
Total for	PG&E		3,603.42

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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

JEN PLEASANTS	Class Cancellation Refund	11643	02/23/2011	
			02/23/2011	
10 ARASTRADERO ROAD	558		02/23/2011	
PORTOLA VALLEY	BOA	44593	02/23/2011	0.00
CA 94028				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No.	44593	Total:	120.00
Total for	JEN PLEASANTS		120.00

RICHARD PONCE DE LEON	Deposit Refund	11666	02/23/2011	
			02/23/2011	
345 CORTE MADERA ROAD	570		02/23/2011	
PORTOLA VALLEY	BOA	44594	02/23/2011	0.00
CA 94028				251.25

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	251.25	0.00

Check No.	44594	Total:	251.25
Total for	RICHARD PONCE DE LEON		251.25

PRINOPTIONZ	Adobe Consultation	11667	02/23/2011	
			02/23/2011	
151 ELM AVENUE	0342		02/23/2011	
MILL VALLEY	BOA	44595	02/23/2011	0.00
CA 94941	CPV-111110			243.75

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	243.75	0.00

Check No.	44595	Total:	243.75
Total for	PRINOPTIONZ		243.75

DIANA RAINES	Reimb for Holiday Party 2010	11663	02/23/2011	
			02/23/2011	
4205 ALPINE ROAD	0186		02/23/2011	
PORTOLA VALLEY	BOA	44596	02/23/2011	0.00
CA 94028				16.86

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Picnic/Holiday Party	16.86	0.00

Check No.	44596	Total:	16.86
Total for	DIANA RAINES		16.86

RON RAMIES AUTOMOTIVE, INC.	Repairs to 1991 F150	11664	02/23/2011	
		5921	02/23/2011	
115 PORTOLA ROAD	422		02/23/2011	
PORTOLA VALLEY	BOA	44597	02/23/2011	0.00
CA 94028	35075			1,337.70

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	1,337.70	0.00

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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

RON RAMIES AUTOMOTIVE, INC.	January Fuel Statement	11665	02/23/2011	
			02/23/2011	
115 PORTOLA ROAD	422		02/23/2011	
PORTOLA VALLEY	BOA	44597	02/23/2011	0.00
CA 94028				264.60

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	264.60	0.00

Check No. 44597 Total: 1,602.30

Total for RON RAMIES AUTOMOTIVE, INC. 1,602.30

ROTO-ROOTER PLUMBERS	Mainline Clog in Maint Bldg	11668	02/23/2011	
			02/23/2011	
5672 COLLECTION CENTER DR	360		02/23/2011	
CHICAGO	BOA	44598	02/23/2011	0.00
IL 60693	19316103843			306.60

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	306.60	0.00

Check No. 44598 Total: 306.60

Total for ROTO-ROOTER PLUMBERS 306.60

SAN MATEO CO INF SERVICES	January MW Admin	11669	02/23/2011	
			02/23/2011	
455 COUNTY CENTER, 3RD FLOOR	0307		02/23/2011	
REDWOOD CITY	BOA	44599	02/23/2011	0.00
CA 94063	1YPV11101			76.00

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

Check No. 44599 Total: 76.00

Total for SAN MATEO CO INF SERVICES 76.00

MOONYI SATUSKY	Class Cancellation Refund	11641	02/23/2011	
			02/23/2011	
15 STADLER DRIVE	538		02/23/2011	
WOODSIDE	BOA	44600	02/23/2011	0.00
CA 94062				120.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	120.00	0.00

Check No. 44600 Total: 120.00

Total for MOONYI SATUSKY 120.00

SIERRA PACIFIC TURF SUPPLY INC	Turf Royale Fertilizer	11670	02/23/2011	
			02/23/2011	
P.O. BOX 84	842		02/23/2011	
CAMPBELL	BOA	44601	02/23/2011	0.00
CA 95009	0344651-IN			229.43

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	229.43	0.00

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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

Check No.	44601	Total:	229.43
Total for	SIERRA PACIFIC TURF SUPPLY IN		229.43

DANIELLE SMITH	Winter Instructor Fee	11671	02/23/2011	
288 FERNE AVENUE	0343		02/23/2011	
PALO ALTO	BOA	44602	02/23/2011	0.00
CA 94306				332.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	332.00	0.00

Check No.	44602	Total:	332.00
Total for	DANIELLE SMITH		332.00

STAPLES	January Statement	11672	02/23/2011	
STAPLES CREDIT PLAN	430		02/23/2011	
DES MOINES	BOA	44603	02/23/2011	0.00
IA 50368-9020				430.51

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	430.51	0.00

Check No.	44603	Total:	430.51
Total for	STAPLES		430.51

TOWNSEND MGMT, INC	Culvert Repair Inspection	11673	02/23/2011	
P.O. BOX 24442	609		02/23/2011	
SAN FRANCISCO	BOA	44604	02/23/2011	0.00
CA 94124	200064-01-11A			475.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4413	CIP Storm Drain Project	475.00	0.00

Check No.	44604	Total:	475.00
Total for	TOWNSEND MGMT, INC		475.00

TREE SPECIALIST	Brush/Poison Oak Removal, C-1	11674	02/23/2011	
1198 NEVADA AVE	839		02/23/2011	
SAN JOSE	BOA	44605	02/23/2011	0.00
CA 95125	12-06-10			500.00

GL Number	Description	Invoice Amount	Amount Relieved
96-00-4528	C-1 Trail	500.00	0.00

TREE SPECIALIST	Emergency Tree Removal	11675	02/23/2011	
1198 NEVADA AVE	839		02/23/2011	
SAN JOSE	BOA	44605	02/23/2011	0.00
CA 95125	01-05-11			300.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage	300.00	0.00

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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

Check No.	44605	Total:	800.00
Total for	TREE SPECIALIST		800.00

UNIVAR USA INC	PCA Recommendation Ltr, 2011	11676	02/23/2011	
FILE 56019	2004		02/23/2011	
LOS ANGELES	BOA	44606	02/23/2011	0.00
CA 90074-6019	SJ-218129			150.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	150.00	0.00

Check No.	44606	Total:	150.00
Total for	UNIVAR USA INC		150.00

VISION INTERNET PROVIDERS INC	January Website Hosting	11677	02/23/2011	
P.O. BOX 251588	827		02/23/2011	
LOS ANGELES	BOA	44607	02/23/2011	0.00
CA 90025	19173			200.00

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

Check No.	44607	Total:	200.00
Total for	VISION INTERNET PROVIDERS IN		200.00

WOLFPACK INSURANCE	March Dental/Vision	11678	02/23/2011	
SMALL BUSINESS BENEFIT PLAN	0132		02/23/2011	
BELMONT	BOA	44608	02/23/2011	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.	44608	Total:	2,256.20
Total for	WOLFPACK INSURANCE		2,256.20

HOWARD YOUNG	Refund PY Tax Overpay	11679	02/23/2011	
1137 KOVANDA WAY	627		02/23/2011	
MILPITAS	BOA	44609	02/23/2011	0.00
CA 95035				165.27

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	165.27	0.00

Check No.	44609	Total:	165.27
Total for	HOWARD YOUNG		165.27

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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

			Grand Total:	70,325.05
			Less Credit Memos:	0.00
			Net Total:	70,325.05
			Less Hand Check Total:	0.00
			Outstanding Invoice Total:	70,325.05

Claims totaling \$70,325.05 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 Council

FROM: Janet McDougall, Assistant Town Manager

DATE: February 23, 2011

RE: A Resolution Approving the Amended Claim Filed by Sarah Lamb

Recommended Action:

Adopt resolution approving the amended claim filed by Sarah Lamb on February 1, 2011 for damage to her automobile in the amount of \$9,089.55.

Issue Statement/Discussion:

On November 30, 2010, a new 2010 Audi Q7 vehicle that was parked on the central path outside the kitchen of the Community Hall sustained significant damage when a Town employee was backing up with a ladder on top of the Gem car and hit the vehicle. Fortunately, the vehicle was unoccupied, so there were no personal injuries sustained.

The Town received a claim from Sarah Lamb on December 3, 2010, seeking payment to repair the damage to her vehicle. At the time of submittal, the claim did not specify an amount.

Since the cause of the accident is undisputed, staff wanted to work with Ms. Lamb to ensure her vehicle could be quickly repaired with as little inconvenience to her as possible. To that end, we asked that the repair bill for the car be submitted to the Town for immediate payment, with ratification of the claim's approval to be considered at the next scheduled Town Council meeting. Ms. Lamb chose instead to submit a claim to her insurance carrier, USAA Casualty Insurance Company.

With Ms. Lamb's election to submit the claim to her insurance carrier, it became necessary for us to request that she amend her claim to specify an amount, and she has now done so. A copy of the amended claim is attached as Exhibit "A".

The final cost to repair the vehicle was \$9,089.55, and we have received notice from USAA Casualty Insurance Company that they are seeking recovery of the repair costs, as subrogee in this matter. A copy of the Request for Payment from USAA Casualty, as subrogee, is attached as Exhibit "B".

Resolution Approving Claim of Sarah Lamb
February 23, 2011

Assuming the Council adopts the proposed resolution approving Ms. Lamb's claim, attached as Exhibit "C", staff will pay the claim and obtain standard releases of liability from both the claimant and her insurance company to conclude this unfortunate matter.

Approved:


Angela Howard, Town Manager

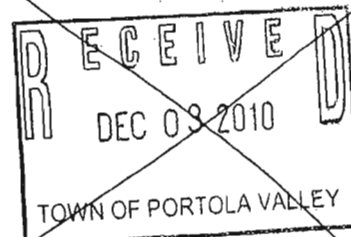
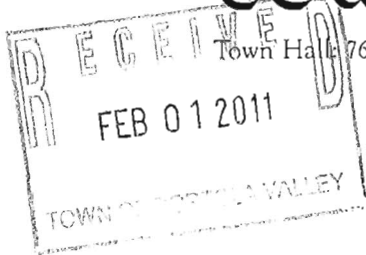
Attachments: Exhibit "A" – Claim
Exhibit "B" – Request for Payment
Exhibit "C" - Resolution

TOWN of PORTOLA VALLEY

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

AMENDED

CLAIM FORM



PLEASE RETURN TO:

TOWN OF PORTOLA VALLEY
Attention: Town Manager
765 Portola Road, Portola Valley, CA 94028

COMPLETE THE FOLLOWING, ADDING ADDITIONAL SHEETS AS NECESSARY.

CLAIMANT'S NAME (print): Sarah Lamb

CLAIMANT'S ADDRESS: 107 Russell Avenue

HOME PHONE: 650 851 5014 WORK PHONE: 650 454 4760

AMOUNT OF CLAIM \$ ~~750~~ 9089.55 (attach copies of bills and/or estimates)

IF AMOUNT CLAIMED IS MORE THAN \$10,000, INDICATE WHERE JURISDICTION RESTS:

Municipal Court

Superior Court

ADDRESS TO WHICH NOTICES ARE TO BE SENT, IF DIFFERENT FROM ABOVE:

DATE OF INCIDENT: 11/30/10 TIME OF INCIDENT: 11:30 approx.

LOCATION OF INCIDENT: Town Center


NAME(S) OF PUBLIC EMPLOYEE(S) CAUSING THE DAMAGES YOU ARE CLAIMING: _____

DESCRIBE THE INCIDENT OR ACCIDENT INCLUDING YOUR REASON FOR BELIEVING THAT THE TOWN IS LIABLE FOR YOUR DAMAGES:

A town vehicle driven by a town employee backed into my parked and unoccupied car.

DESCRIBE ALL DAMAGES WHICH YOU BELIEVE YOU HAVE INCURRED AS A RESULT OF THE INCIDENT:

The back end of Audi Q7 2011 was smashed including the lift gate, bumper, back up camera, back windscreen, spoiler and electrical


Signature of Claimant

~~12/2/10~~ 1/29/11
Date

Any person who, with the intent to defraud, presents any false or fraudulent claim may be punished by imprisonment or fine or both.

Claims must be filed within 180 days of incident per Government Code Section 900 et seq.



9800 Fredericksburg Road
San Antonio, Texas 78288

Exhibit "B"

TOWN OF PORTOLA VALLEY
765 PORTOLA RD
PORTOLA VALLEY CA 94028

December 28, 2010



Reference: Request for payment

Attn Janet McDougall,

We reimbursed our insured for damages sustained as a result of the loss referenced below. Our investigation shows that your insured is responsible. This is notification that we intend to recover the amount we paid.

USAA policyholder:	Ryan Phillip Lamb
Claim #:	8670915-7101-6-7643
Date of loss:	November 30, 2010
Loss location:	Portola Valley, California
USAA tax ID:	59-3019540
Your policyholder:	Town of Portola Valley
Your reference #:	ABAG

We ask that you not settle the claim with our insured without protecting our recovery rights. Please see the attached Payment Summary for additional details.

If you need additional assistance, please call 1-800-531-8722, ext. 2-5126. I, or one of my co-workers, will assist you.

Sincerely,

Jana O. Hatter
Subrogation Department
USAA Casualty Insurance Company

Payment Summary

USAA claim #: 8670915-7101-6-7643
 Your reference #: ABAG

Vehicle damages	\$	9,089.55
Total payment requested	\$	<u>9,089.55</u>

- Make your certified check or money order payable to: **USAA as subrogee of Ryan Phillip Lamb.**
- Provide claim# 8670915-7101-6-7643 on your check or money order.
- Send your payment to: **USAA Subrogation Dept
 P.O. Box 659476
 San Antonio, Texas 78265-9476.**

Any payment less than the full amount that we have requested will not satisfy our claim. We will not waive our legal rights to enforce collection of the remaining unpaid amount unless we provide you a written release.

Exhibit "C"

RESOLUTION NO. _____-2011

**RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PORTOLA VALLEY APPROVING
THE CLAIM OF SARAH LAMB**

WHEREAS, Sarah Lamb submitted a claim to the Town on December 3, 2010, seeking monetary damages for repair of her vehicle as a result of an accident that occurred on November 30, 2010; and

WHEREAS, it was determined that the claim contained insufficient information to be processed and was returned to the claimant; and

WHEREAS, Ms. Lamb subsequently submitted an amended claim to the Town on February 1, 2011 which contains the required information; and

WHEREAS, the cause of the accident giving rise to the claim is undisputed; and

WHEREAS, Ms. Lamb's vehicle has been repaired and the Town has received notice from USAA Casualty Insurance Company, Ms. Lamb's insurance carrier, that the sum of \$9,089.55 is due their company, as subrogee;

NOW, THEREFORE, the Town Council of the Town of Portola Valley does HEREBY RESOLVE:

The amended claim submitted by Sarah Lamb on February 1, 2011, for damage to her vehicle in the amount of \$9,089.55 is hereby approved.

PASSED AND ADOPTED this 23rd day of February, 2011

By: _____
Mayor

ATTEST:

Town Clerk



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Howard Young, Public Works Director
DATE: February 23, 2011
RE: **Alpine Road C-1 Trail – Authorize Town Manager to enter into a contract for Pedestrian Bridge**

Recommendation:

Authorize the Town Manager to enter into a Town standard form agreement for \$31,457.50 with Western Wood Structures for the design, build, supply, and installation of the proposed pedestrian bridge for the Alpine Road C-1 Trail. Contract documents will be reviewed by the Town Attorney.

Background:

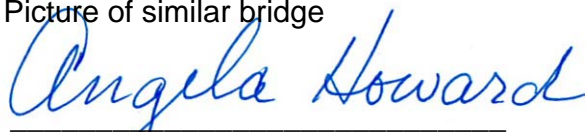
Stanford is required to fund improvements to an existing trail within the Town identified as the C-1 trail in Santa Clara County's trails master plan, and to dedicate easements over Stanford lands for portions of those improvements. The purpose of the offer is for Stanford to satisfy conditions within their General Use Permit requirements imposed by Santa Clara County that allowed Stanford to expand development. At its February 24, 2010 meeting, the Town Council approved and entered into an agreement with Stanford University to fund the permitting, finalizing of design and construction of the C-1 Trail project.

Analysis:

As part of the Council approved trail alignment, a pedestrian bridge is required to span across a natural drainage ditch. The proposed bridge is 40' long by 8' wide. The approximate location on Alpine Road is across the street from a private residence's driveway at 3510 Alpine Road. Staff researched metal and wood bridges that would fit the rural character of the Town. Due to location constraints, consideration of construction impacts to the area, and substantial cost savings, it was determined that the best method was to purchase a custom prefabricated wood railed bridge that could be assembled on site. The design team has been working with Western Wood Structures on initial design and now is prepared to enter into a formal agreement. The company also provided a similar type bridge at the new Bill and Jean Lane Education Center at Edgewood Park. Forest Stewardship Council Certified (FSC) wood is available with an additional 4 weeks notice and will be ordered if the overall schedule is not affected. The intent is to start construction this summer. However, the final schedule will be determined by when all regulatory agency permits are received.

Attachment: Picture of similar bridge

Approved:


 Angela Howard, Town Manager



26/10/2007



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Howard Young, Public Works Director
DATE: February 23, 2011
RE: 2010/2011 Resurfacing Project #2010-PW02

Recommendation

That the Town Council adopt the attached resolution approving plans and specifications for the 2010/2011 Resurfacing project and calling for sealed bids for this project. It is also recommended that the Town Council authorize the Town Manager to award the project to the lowest responsible bidder with a total contract and change order amount not to exceed \$700,000. This would include authorization to add (or subtract) to the project, additional work as recommended by the Public Works Director if the budget allows in an effort to maximize paved areas and utilize the entire budgeted amount.

Background

The preparation of construction documents for this year's street resurfacing program is completed. This project will repair roadway base and asphalt overlay on portions of: Alpine Road, Horseshoe Bend, Meadowood Drive, Sandstone, Fremontia, Deer Park Lane, Sunhill, and Saddleback Drive. The streets selected for treatment this year were based on the Town's Pavement Management System and field surveys. A copy of the Plans and Specifications are available for review at Town Hall in the office of the Town Clerk.

The estimated cost of this street resurfacing project is \$665,000 including contingency. The adopted 2010/2011 budget for street resurfacing is \$700,000. The intent is to complete the project in the 2010/2011 fiscal year. The following is our anticipated project schedule for this project weather dependent:

Town publicly advertises for the project:	Week of February 28, 2011
Bid Opening:	Week of March 21, 2011
Town Manager awards contract:	Week of March 28, 2011
Construction begins:	Week of April 11, 2011
Construction completed:	Week of May 23, 2011

Attachment

Approved:

Angela Howard, Town Manager

RESOLUTION NO. _____ 2011

A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PORTOLA VALLEY
APPROVING PLANS AND SPECIFICATIONS AND
CALLING FOR BIDS FOR THE
2010/2011 RESURFACING PROJECT
No. 2010-PW02

The Town Council of the Town of Portola Valley does RESOLVE as follows:

Section 1. The Town Council hereby approves and adopts plans and specifications for certain work in the Town known as the 2010/2011 Resurfacing Project.

Section 2. Due to public interest and convenience, the Town Council hereby orders that the work and improvements, as set forth and described in said plans and specifications, be performed. The Town Council further orders that: All said work and improvements will be done under the direction of and satisfaction of the Public Works Director; and all the work shall be done in accordance with said plans and specifications.

Section 3. Not less than the prevailing rate of per diem wages and holiday and overtime work referred to above shall be paid for any work proposed to be performed in the performance of the public work under said plans and specifications.

Section 4. The Town Clerk of the Town is hereby directed to post by two (2) successive postings in the three (3) public places that have been designated by ordinance as the places for posting public notices, there being no newspaper published in the Town, and not less than five (5) days apart, a Notice inviting sealed proposals or bids for the construction of said work and improvement and referring to the Plans and Specifications on file in the Office of the Town Clerk, the first of which postings shall be at least ten (10) days prior to the time fixed for opening bids.

Section 5. All proposals or bids shall be accompanied by a certified check payable to the order of the Town, or cash, amounting to ten percent (10%) of the bid, or by a bond in said amount and payable to the Town, signed by a corporate surety or by the bidder and two sureties who shall justify before any officer competent to administer an oath, in double said amount and over and above all statutory exemptions. The check shall be forfeited, or the bond shall become payable to the Town, in case the bidder depositing the same does not, after the contract has been awarded, and within the time specified in said plans and specifications, enter into a contract, in form as set forth in said specifications, with the Town, the faithful performance of which shall be assured by an undertaking in the amount of one hundred percent (100%) of the amount so bid, with sureties satisfactory to the Town, and which shall be accompanied by a payment bond (labor and materials) in a sum not less than one hundred percent (100%) of the amount of said bid.

Section 6. The sealed proposals or bids shall be delivered to the Public Works Director of the Town on or before 11:00 a.m., on the 22nd day of March, 2011, or other date as amended by the Town, at the Office of the Town Clerk in the Town Hall, 765 Portola Road, in the Town, said time being not less than ten (10) days from the time of the first publication of said Notice. Bids will be publicly opened, examined, and the Town Manager will take action awarding the contract or rejecting all bids not later than thirty (30) days after the expiration of the time prescribed for the receipt of bids; provided the award may be made after the expiration of the specified times, if the bidder shall not have given to the Council notice in writing of the withdrawal of such bid on proposal.

Section 7. The Town Council of the Town hereby reserves the right to reject any and all bids.

PASSED AND ADOPTED this 23rd day of February 2011.

Mayor

ATTEST:

Town Clerk

#7

There are no written materials for this item.

TRAFFIC COMMITTEE

GOVERNING ORDINANCE

Section 10.8 of the Portola Valley Municipal Code.

OBJECTIVES

To assist the Town in advising ways and means for safer conditions regarding motor vehicles, bicycles, pedestrians and road conditions. To encourage proper traffic enforcement (Municipal code 10.08.080 and 10.08.090).

DUTIES AND FUNCTIONS

1. Respond to and meet with citizens who have expressed their concerns over traffic.
2. Consider and recommend when needed upgrading of traffic conditions with the Town.
3. Heed the advice of the Traffic Engineer who meets with the Committee

RESPONSIBLE TO:

The Town Council

COORDINATION:

Town Engineer
Traffic Engineer
Sheriff's Office
Police Commissioner

MEMBERSHIP

Eight members, each appointed for one-year terms by the Mayor with Council concurrence. Rotating Chair selected by Committee.

MEETINGS

Regular meetings to be held on the first Thursday of each month.

CHAPTER 10.08 - ADMINISTRATION

Sections:

[10.08.010 - Traffic division—Established.](#)

[10.08.020 - Traffic division—Duties.](#)

[10.08.030 - Traffic accident studies.](#)

[10.08.040 - Traffic accident reports.](#)

[10.08.050 - Traffic safety report.](#)

[10.08.060 - Town traffic engineer—Office established.](#)

[10.08.070 - Town traffic engineer—Powers and duties.](#)

[10.08.080 - Traffic committee—Established.](#)

[10.08.090 - Traffic committee—Duties.](#)

10.08.010 - Traffic division—Established.

There is established in the police department of this town a traffic division to be under the control of an officer of police appointed by and directly responsible to the chief of police. The police department shall constitute the traffic division.

(Ord. 1968-93 § 1 (3712.0), 1969)

10.08.020 - Traffic division—Duties.

It shall be the duty of the traffic division with such aid as may be rendered by other members of the police department to enforce the street traffic regulations of this town and all of the state vehicle laws applicable to street traffic in this town, to make arrests for traffic violations, to investigate traffic accidents and to cooperate with the town traffic engineer and other officers of the town in the administration of the traffic laws and in developing ways and means to improve traffic conditions, and to carry out those duties specially imposed upon the division by this title and the traffic ordinances of this town.

(Ord. 1968-93 § 1 (3712.1), 1969)

10.08.030 - Traffic accident studies.

Whenever the accidents at any particular location become numerous, the traffic division shall cooperate with the town traffic engineer and the traffic committee in conducting studies of such accidents and determining remedial measures.

(Ord. 1968-93 § 1 (3712.2), 1969)

10.08.040 - Traffic accident reports.

The traffic division shall maintain a suitable system of filing traffic accident reports. Accident reports or cards referring to them shall be filed alphabetically by location. Such reports shall be available for the use and information of the town traffic engineer and the traffic committee. Should the traffic committee so determine, it, or any person designated by it, may maintain an independent system of filing traffic accident reports.

(Ord. 1968-93 § 1 (3712.3), 1969)

10.08.050 - Traffic safety report.

A. The traffic division shall annually prepare a traffic report which shall be filed with the council. The traffic division may delegate the preparation of the traffic report to the traffic committee. Such a report shall contain information on traffic matters in this town, as follows:

1. The number of traffic accidents, the number of persons killed, the number of persons injured, and other pertinent traffic accident data;
2. The number of traffic accidents investigated and other pertinent data on the safety activities of the police;

3.

The plans and recommendations of the division for future traffic safety activities.

B.

The traffic committee may delegate the preparation of the traffic report to any person or persons selected by it. The report shall be submitted to the traffic committee for its approval prior to its filing with the council.

(Ord. 1968-93 § 1 (3712.4), 1969)

10.08.060 - Town traffic engineer—Office established.

The office of town traffic engineer is established. The town traffic engineer shall be appointed by the council, and he shall exercise the powers and duties as provided in this title and in the traffic ordinances of this town. Whenever the town traffic engineer is required or authorized to place or maintain official traffic control devices or signals, he may cause such devices or signals to be placed or maintained.

(Ord. 1968-93 § 1 (3712.5), 1969)

10.08.070 - Town traffic engineer—Powers and duties.

It shall be the general duty of the town traffic engineer, as directed by the town council or traffic committee, to determine the installation and proper timing and maintenance of traffic control devices and signals, to conduct engineering analyses of traffic accidents and to devise remedial measures, to conduct engineering and traffic investigations of traffic conditions and to cooperate with other town officials in the development of ways and means to improve traffic conditions, and to carry out the additional powers and duties imposed by ordinances of this town. Whenever, by the provisions of this title, a power is granted to the town traffic engineer or a duty imposed upon him, the power may be exercised or the duty performed by his deputy or by a person authorized in writing by him.

(Ord. 1968-93 § 1 (3712.6), 1969)

10.08.080 - Traffic committee—Established.

There is established an advisory traffic committee to serve without compensation, the voting members of which shall be five citizens who are to be selected and designated by the council. Advisory and non-voting members shall be the town traffic engineer, and the chief of police or any duly authorized representative from the police department.

(Ord. 1984-203 § 1, 1984: Ord. 1979-169 § 1, 1979: Ord. 1973-122 § 1, 1973: Ord. 1968-93 § 1 (3712.7), 1969)

10.08.090 - Traffic committee—Duties.

It shall be the duty of the traffic committee to suggest the most practicable means for coordinating the activities of all officers and agencies of this town having authority with respect to the administration or enforcement of traffic regulations; to stimulate and assist in the preparation and publication of traffic reports; to receive complaints having to do with traffic matters; and to recommend to the legislative body of this town and to the town traffic engineer, the police department, and other town officials, ways and means for improving traffic conditions and the administration and enforcement of traffic regulations.

(Ord. 1968-93 § 1 (3712.8), 1969)

Memorandum

To: Portola Valley Town Council
From: Michael Bray, Chair, Community Events Committee
Re: Please approve/appoint new members
Date: Feb 1, 2011

Please approve and appoint the following town resident as new members of the Community Events Committee:

Meghan Sweet
Portola Valley CA 94028

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

From: webmaster@portolavalley.net [mailto:webmaster@portolavalley.net]

Sent: Tuesday, November 09, 2010 3:05 PM

To: Sharon Hanlon

Subject: Application to Serve on Committee - CEC / Sweet

Submission information

Submitter DB ID : 894

Submitter's language : Default language

Time to take the survey : 8 min. , 23 sec.

Submission recorded on : 11/9/2010 3:05:01 PM

Survey answers

Full Name:*

Meghan Sweet

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:*

meghan.t.sweet@gmail.com

Address:*

Number of years in Portola Valley:*

3 months

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 recently moved to Portola Valley, I'm interested in getting involved in the community and getting to know others in the community. I worked at the National Kidney Foundation in San Francisco as the Director of Programs. In that role, I planned community events in at-risk communities and professional events for the medical professionals who work with patients with kidney disease.

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.

From: slhedlund@aol.com [mailto:slhedlund@aol.com]
Sent: Saturday, February 12, 2011 7:26 AM
To: Sharon Hanlon
Subject: Re: new member?

Sharon, here it is

To: Town of Portola Valley
Town Council

From: Steve Hedlund, Public Works Committee Chair

Re; Appointment of a new member to the Public Works Committee

On Monday, February 7th the Public Works Committee met and voted unanimously to approve John Skadden as a new member. Could the Town Council please appoint Mr. Skadden to the Public Works Committee.

Thanks

Steve Hedlund

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

From: webmaster@portolavalley.net [mailto:webmaster@portolavalley.net]

Sent: Friday, January 28, 2011 4:46 PM

To: Sharon Hanlon

Subject: Application to Serve on Committee - Public Works/Skadden

Submission information

 Submitter DB ID : 996

Submitter's language : Default language

Time to take the survey : 55 min. , 42 sec.

Submission recorded on : 1/28/2011 4:45:43 PM

Survey answers

 Full Name:*

John Skadden

Name of Committee I'm Interested in Serving On:

(Please note that only the committees currently seeking volunteers are listed.)

Cable & Utilities Undergrounding

Community Events Committee

Cultural Arts Committee

Emergency Preparedness Committee

Finance Committee

Parks & Recreation Committee

Public Works Committee

Sustainability

Traffic Committee

Email Address:*

skadden@pacbell.net

Address (include city/zip):*

Number of years in Portola Valley:*

33

Home Telephone Number:*

Cellular Telephone Number:

Other Telephone Number:

Preferred Telephone Contact Number

Home

Cell

Other

I prefer to receive Town communications via:

E-Mail (recommended)

U.S. Mail

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:*

I am recently retired and looking for ways to give back to the community. Steve Hedlund advised me of this committee while I was helping him clear a felled tree from the bike lane on Portola Road. The only downside to my participation is that my wife and I travel approximately 25% of the time so I'm not always around.

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:*

None

#11

There are no written materials for this item.

TOWN COUNCIL WEEKLY DIGEST

Friday – January 28, 2011

-
-
- 1. Letter to Mayor Driscoll from Anna Eshoo regarding the United States Congress' annual appropriations process – January 20, 2011
 - 2. Letter to Mayors from Barbara Pierce regarding the efforts by the State to eliminate Redevelopment Agencies – January 26, 2011
 - 3. An invitation to the public to meet Assemblyman Rich Gordon on Friday, February 25, 2011
 - 4. An invitation to the public to hear Paul Saffo's lecture "Why the Bay Area Needs to Act Like a City-State on Wednesday, February 23, 2011
 - 5. A request from Richard Holobar to support his candidacy for San Mateo County Supervisor
 - 6. Memorandum to the San Mateo County Sheriff's Department from Sharon Hanlon regarding Town Center Reservations for February 2011
 - 7. February 2011 Meeting Schedule
 - 8. Agenda - Special ASCC/Planning Commission Field Meeting – Tuesday, February 1, 2011
 - 9. Agenda – Regular Planning Commission Meeting – Wednesday, February 2, 2011
 - 10. Cancellation of the Traffic Committee Meeting scheduled for Thursday, February 3, 2011
 - 11. Action Agenda – Special ASCC Field Meeting – Monday, January 24, 2011
 - 12. Action Agenda – Regular Town Council Meeting – Wednesday, January 26, 2011

Attached Separates (Council Only)

- 1. Invitation to attend the Sustainable San Mateo County Awards and Green Building Awards on Thursday, March 10, 2011

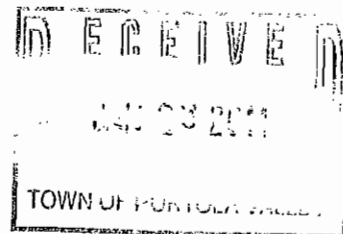


*Congress of the United States
House of Representatives
Washington, D. C. 20515*

*Anna G. Eshoo
Fourteenth District
California*

January 20, 2011

The Honorable Ted Driscoll
City of Portola Valley
765 Portola Road
Portola Valley, California 94028



Dear Ted,


Next month, President Obama will release his budget priorities for Fiscal Year 2012 (FY12) and the United States Congress will begin its annual appropriations process.

In previous years, as part of the appropriations process, I invited public entities and community nonprofits to submit worthy projects in my Congressional District for my review. However, this year, under the new Republican leadership, there is now a ban on Member-requested projects, commonly called "earmarks."

I care deeply about ensuring that worthy projects in my District receive the support and attention they deserve, and it's my sincere hope that you will keep me updated on the important work you do. I remain committed to assist you in every way I can and if you apply for a grant or need help with a federal agency, my staff will work with you to identify the best possible way to position your project for funding, or help you look for alternative funding options.

Should you have any questions or comments, you can contact my D.C. office at (202) 225-8104 or my District office at (650) 323-2984.

Sincerely,


Anna G. Eshoo
Member of Congress

cc: The Honorable Maryann Moise Derwin
The Honorable John Richards
The Honorable Steve Toben
The Honorable Ann Wengert
City Manager Angela Howard

<r.romines@woodsidetown.org>, "Sid.Espinosa@CityofPaloAlto.org"
<Sid.Espinosa@CityofPaloAlto.org>, Jack Matthews <jmatthews@cityofsanmateo.org>
Cc: "Nancy H. Bennett" <nbennett@cacities.org>
Subject: Important letter regarding redevelopment

Dear Mayors of the Peninsula Division of the League of California Cities,

As President of the Peninsula Division, I'm writing to forward some very important and pertinent information to you and to ask for your assistance.

You are no doubt aware of the efforts to eliminate Redevelopment Agencies by the State. The League has provided City Council Members and Mayor a letter to show Sacramento our united opposition to the elimination of the Agencies and to provide information that we believe that they have missed in their considerations.

Please read the letter attached below from Nancy Bennett, and authorize your signature to enable your name and title to be used on the attached letter.

PLEASE SEND YOU RESPONSE TO Nancy H. Bennett <nbennett@cacities.org>

Time and again, the League has enabled cities to find common issues and to provide a strong voice to Sacramento providing a local viewpoint.

Thank you in advance for your consideration.

Regards,
Barbara Pierce, President Peninsula Division, Council member Redwood City



1400 K Street, Suite 400 • Sacramento, California 95814
 Phone: (916) 658-8200 Fax: (916) 658-8240
www.cacities.org

Honorable Jerry Brown
 Governor, State of California
 California State Senators
 California State Assembly Members
 State Capitol
 Sacramento, CA 95814

January 12, 2011

Dear Governor Brown and California State Legislators:

RE: Eliminating redevelopment is the wrong decision in this economy and fails to offer a real solution for the state budget

As elected city officials in the State of California, we fully understand that the State's massive budget deficit will require sacrifice by all Californians. We stand ready to work with the Administration and the Legislature to pass an honest budget that finally puts California on the road to fiscal health. However, it is important to ensure that no decisions are made in the frenzy of the upcoming budget deliberations that will make our financial problems worse.

Unfortunately, the Administration's proposal to abolish redevelopment represents more of the same State raids of local funds that voters have fought to prevent, and it will jeopardize the State's prospects for an economic recovery.

The Governor's proposal to eliminate redevelopment agencies is wrong because it:

- Will not provide expected budget relief to the State or local governments after bond and contractual obligations are repaid;
- Will destroy billions of dollars in local economic activity and hundreds of thousands of jobs;
- Will kill the State's only meaningful programs to provide affordable housing; and
- Will block our efforts in California to grow responsibly by focusing on urban and infill development.

The proposal will not provide budget savings to the State or local governments, and represents continued State raids of local funds the voters have acted to prevent.

Over the last 10 years, the State has adopted too many budgets based on proposals that are at best questionable and in some cases illegal. The proposal to eliminate redevelopment agencies is just another in a long string of proposals that will not deliver the real dollars needed to close the budget gap and put the State's fiscal house in order.

The measure is completely contrary to Proposition 22, which passed by 61 percent in November 2010, to protect local government revenues from grabs by the State. The provisions of Prop. 22 clearly prohibit the redevelopment proposal as it appears in the governor's budget.

Second, redevelopment agencies issue bonds to finance redevelopment activities, which must be repaid with interest. Redevelopment agencies currently hold more than \$20 billion in bonded indebtedness. Under the federal and state constitutions, these contractual obligations must be met before revenues could be used under the Governor's proposal to benefit the state's budget deficit.

The bottom line is that this is not a "real" budget proposal. It is a proposal that will once again fall far short of expectations.

The proposal will kill jobs and economic expansion at the worst possible time.

Eliminating redevelopment will have a direct and lasting negative impact on the California economy and job creation.

- Redevelopment activities support an average of 304,000 full- and part-time private sector jobs in a typical year, including 170,600 construction jobs;
- Redevelopment contributes over \$40 billion annually to California's economy in the generation of goods and services;
- Redevelopment construction activities generate \$2 billion in state and local taxes in a typical year; and
- The success stories of redevelopment are all over California and available for all to see. The downtown areas of San Diego, Pasadena, Los Angeles and San Jose stand as outstanding examples of saving blighted neighborhoods and turning them into hubs of economic activity and job creation.

The proposal is bad for the environment, bad for our state.

Eliminating redevelopment will take away the primary tool local governments have to comply with the requirements of State law to plan for more compact urban development supported by improved public transportation opportunities. Redevelopment encourages infill development rather than Greenfield development and redevelopment agencies have the experience and tools needed to help implement AB 32 and SB 375.

Redevelopment is also the second largest funder of affordable homes after the federal government. More than 98,000 units of affordable housing have been constructed or rehabilitated through redevelopment since 1993.

As local officials, we stand ready to assist you in the passage of a responsible budget. However, this proposal runs completely contrary to the Governor and Legislature's stated goals of realigning state services to provide more responsibility and funding locally. We strongly urge you to reject this measure and refocus on proposals that offer real solutions to California's budget problems.

Sincerely,

From: Grant, Margot [Margot.Grant@asm.ca.gov]
Sent: Tuesday, January 25, 2011 2:21 PM
To: Grant, Margot
Subject: Invitation: Open House for Assemblyman Rich Gordon - February 25, 2011
Attachments: Rich Gordon Open House.pdf

We hope you can join us for an Open House to meet Assemblyman Rich Gordon (see attachment).

Friday, February 25, 2011
3:30 p.m. – 5:30 p.m.
5050 El Camino Real, Suite 117
Los Altos, CA 94022

This event is free and open to the public.

Directions:

From Highway 101:

- Take exit 400c for San Antonio Road South
- Merge onto San Antonio Road.
- Take a left at El Camino Real
- Office is located on your right at 5050 El Camino Real

From Highway 280:

- Take exit 16 for El Monte Road toward Moody Road
- Keep left at the fork, follow signs for El Monte Road E, merge onto El Monte Road
- Turn left at Foothill Expressway
- Take a slight right at South San Antonio Road
- Turn right at West El Camino Real
- Office is located on right at 5050 El Camino Real

Margot Grant
Office of Assemblyman Rich Gordon
Twenty-First District
5050 El Camino Real, Suite 117
Los Altos, CA 94022
Tel: (650) 691-2121
Fax: (650) 691-2120



Save the date to meet your Assemblyman

Rich Gordon



Open House

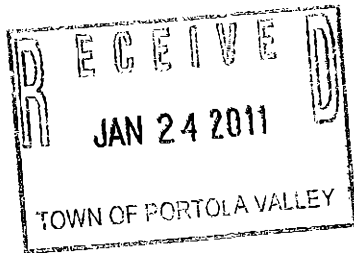
Assemblyman Rich Gordon was sworn into office on December 6, 2010. He wants to hear your thoughts and concerns about our community.

Light food and refreshments will be served.
This event is free and open to the public.

Please Join Us

Friday, February 25, 2011
3:30 pm – 5:30 pm
5050 El Camino Real, Suite 117
Los Altos, California 94022
Questions? Call (650) 691-2121

6th Victor Jones Memorial Lecture on Metropolitan Governance



Why

the Bay Area Needs to Act Like a

City-State

Paul Saffo

- Visionary Futurist and Author
- Managing Director at Discern Analytics
- Adjunct Professor of Engineering at Stanford University

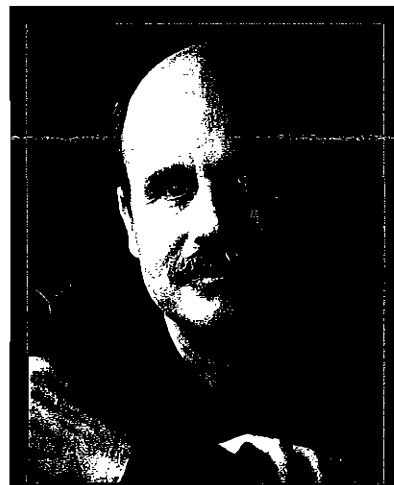
Following the examples of Singapore and Hong Kong, can the Bay Area chart its own path to regional success, despite the political gridlock in Sacramento, and achieve a sustainable future by acting more like a city-state in taking bold steps to achieve pragmatic solutions to its regional problems?

Wednesday, February 23, 2011

4–6 p.m.

UCB Alumni House, Toll Room

Free and open to the public



Sponsored by UC Berkeley's Institute of Governmental Studies & Travers Political Science Department, and ABAG

<http://igs.berkeley.edu/events/jones>

5

Richard Holober

for San Mateo County Supervisor

P.O. Box 981 • Millbrae, CA 94030 • (650) 307-7033 • rholober@yahoo.com

January 17, 2011

Steve Token
765 Portola Road
Portola Valley, CA 94028

Dear Steve:

I am running for San Mateo County Supervisor in a special election on May 3, 2011.

I write to ask for your support. Please join 80 current and former elected officials, and scores of education, labor, business and environmental leaders in endorsing me.

San Mateo County is a wonderful place to live. Nadia and I raised our two children here, where we are blessed to have small town neighborhoods in the middle of a world class urban setting.

Today, California is enduring the worst economy since the 1930's. Tough times call for seasoned leadership. My experience includes 13 years serving as an elected countywide leader, and decades as a statewide advocate for working families and consumers.

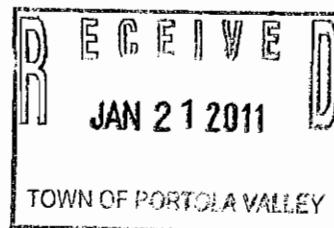
I serve as President of the San Mateo County Community College Board. We govern the College of San Mateo, Cañada College and Skyline College. I've balanced 17 school and college district budgets by carefully examining our priorities to eliminate waste while preserving core educational programs. I've guided our College District in creating innovative programs to retrain laid off Peninsula workers, and led our colleges in pioneering "green building" on the Peninsula.

I am energized about this race. I am eager to put my problem solving skills to work to benefit all Peninsula residents. With your help, we will be victorious in May, and ensure that San Mateo has a strong advocate to take us through these tough times.

Please endorse my candidacy. I also ask for your financial support to get our message out to the county's voters. Help at whatever level you can. The maximum contribution is \$1,000. Sign and return the enclosed envelope to indicate your endorsement and to send your donation.

Feel free to call (650) 307-7033 to get campaign updates or to share your thoughts with me. I look forward to hearing from you. Thank you for your consideration of this request.

In friendship,

We Endorse Richard Holober for County Supervisor

Barbara Boxer, United States Senator Dave Jones, California Insurance Commissioner

Helen Hausman, San Mateo County Community College Board
 Dave Mandelkern, San Mateo County Community College Board
 Pat Miljanich, San Mateo County Community College Board
 Karen Schwarz, San Mateo County Community College Board
 Susan Alvaro, San Mateo County Board of Education
 Mary Griffin, San Mateo County Supervisor (Ret.)
 Mike Nevin, San Mateo County Supervisor (Ret.)
 Theresa Gerigk, Bayshore Elementary School Board
 Cecil Owens, Bayshore Elementary School Board President
 Brian Matthews, Belmont-Redwood Shores School Board
 Cathy Wright, Belmont-Redwood Shores School Board
 Cliff Lentz, Brisbane City Council
 Steve Waldo, Brisbane City Council
 Bob Dettmer, Brisbane School Board President
 Diane Van Stralen, Brisbane School Board
 Ken Walker, Brisbane School Board
 John Moseley, Cabrillo Unified School Board President
 Kirk Riemer, Cabrillo Unified School Board
 Jolanda Schreurs, Cabrillo Unified School Board (Ret.)
 David Canepa, Daly City Council
 Maggie Overbay Gomez, Daly City Council
 Laura Martinez, East Palo Alto City Council
 Donna Rutherford, East Palo Alto Mayor (Ret.)
 Deborah Ruddock, Half Moon Bay Mayor (Ret.)
 John Fannon, Hillsborough City Council
 Paul Regan, Hillsborough City Council
 Greg Dannis, Hillsborough School Board
 Adam Duran, Jefferson Elementary School Board
 Marianne Petroni, Jefferson Elementary School Board (Ret.)

Gaetane Andrews
 Earl Anceston
 Joe Bankman
 Fred Blum
 Merrill Bobele
 Peter Bohacek
 Rick Bonilla
 Jason Born
 Greg Brown
 Vern and Phatira Bruce
 Alice Bulos
 Joseph Capote
 Greg Castillo

Dominic Chan
 Steve Chessin
 Don Crosatto
 Carole Delgado
 David DesJardins
 Rob Dickinson
 Jack Donellan
 Carole Dorshkind
 Doris Duncan
 Tom Edminster
 Ashleigh Evans
 Mara Feiger
 Dale Ferrel

Laurie Frater, Jefferson Union High School Board
 Maria Luna, Jefferson Union High School Board
 Jeanne Matysiak, Jefferson Union High School Board
 Katherine Zarate, Jefferson Union High School Board
 Heather McAvoy, La Honda-Pescadero School Board
 Andy Wilson, La Honda-Pescadero School Board
 Kelly Fergusson, Menlo Park City Council
 Heyward Robinson, Menlo Park City Council
 Nonette Hanko, Mid Peninsula Open Space District Trustee
 Deborah Lardie, Midcoast Community Council
 Nadia Holober, Millbrae City Council
 Robert Gottschalk, Millbrae Mayor (Ret.)
 Doris Morse, Millbrae Mayor (Ret.)
 Frank Barbaro, Millbrae School Board
 Marjory Luxenberg, Millbrae School Board
 Jay Price, Millbrae School Board
 Don Revelo, Millbrae School Board
 Robert Miller, Millbrae School Board (Ret.)
 Mary Ann Nihart, Pacifica City Council
 Richard Faust, Pacifica School Board
 Cynthia Kaufman, Pacifica School Board
 Mike O'Neill, Pacifica School Board
 Eileen Manning Villar, Pacifica School Board
 Joan Weideman, Pacifica School Board
 Karen Ervin, Pacifica School Board (Ret.)
 Connie Menefee, Pacifica School Board (Ret.)
 Ricardo Navarro, Peninsula Health Care District Trustee
 Marcelino Lopez, Ravenswood School Board
 Larry Moody, Ravenswood School Board
 Chester Palesoo, Ravenswood School Board (Ret.)
 Alisa Greene MacAvoy, Redwood City School Board

Denise Fricano
 Richard Hedges
 Brian Ho
 Ed Hoffman
 Lorri Holzberg
 Amy and Jim Jacobs
 Shirley Juvera
 Dana Kimsey
 Ron Kirton
 Noreene Koan
 Sandra Lang
 Lee Mahon
 Marian Mann

J.B. Martin
 Joanne McMahon
 Wallace Moore
 John Muniz
 Bill and Judy Ortung
 Ray Perry
 Nancy Rader
 Tom Rankin
 Jacki Ruby
 Dolly Sandoval
 Elsa Schafer
 John and Chrissy St. Peter
 Joe SteinLerger

Dennis McBride, Redwood City School Board
 Hilary Paulson, Redwood City School Board
 William "Skip" Henderson, San Bruno School Board
 Kevin Martinez, San Bruno School Board
 Russ Hanley, San Bruno School Board (Ret.)
 Beth Hunkapiller, San Carlos School Board
 Tom Quiggle, San Carlos School Board
 Colleen Sullivan, San Mateo-Foster City School Board
 Cathy Rincon, San Mateo-Foster City School Board (Ret.)
 Claire Mack, San Mateo Mayor (Ret.)
 Lorraine Rumley, Sequoia High School Board
 Alan Sarver, Sequoia High School Board
 Rich Garbarino, South San Francisco City Council
 Maurice Goodman, South San Francisco School Board
 Phil Weise, South San Francisco School Board
 Ray Latham, South San Francisco School Board (Ret.)

Rome Alois, President, Teamsters Joint Council 7
 Dolores Huerta, Co-Founder, United Farm Workers of America
 John Lynch, League for Coastside Protection
 Kay McVay, RN, President Emeritus, Ca Nurses Association
 Mario Panoringan, Founding President, Filipino American Coalition
 Baron Suen, President, Peninsula Chinese Business Association
 Marie Wood, Board Member, Peninsula Equality Network

California Nurses Association
 California Department of Forestry Firefighters Local 2881
 Carpenters Northern California Regional Council
 Communications Workers of America District 9
 American Federation of Teachers Local 1493
 Engineers and Scientists of California Local 20 IFPTE
 Laborers Local 389
 UFCW Local 101
 Machinists Local 1781
 Bricklayers Local 3
 Roofers Local 40
 Teamsters Local 665, 853 and 856

Judi Sullivan
 Joe Teresi
 Laura and Tony Vitlacil
 Jack Waldbewohner
 Gretchen Warner
 Robert and May-Blossom Wilkinson
 Sharon Williams
 Gail Work
 Daniel Yost
 Rui Zhang
 (partial list)

6



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: San Mateo County Sheriff's Department
FROM: Sharon Hanlon
DATE: January 25, 2011
SUBJ: Town Center Reservations for February 2011

Following is the current February 2011 schedule of events for the Town Center and surrounding area.

February 21: Town Hall Closed in recognition of Presidents' Day

Town of Portola Valley

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

FEBRUARY 2011 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 2nd & 4th Wednesdays)

Wednesday, February 9, 2011

Wednesday, February 23, 2011

PLANNING COMMISSION – 7:30 PM (Meets 1st & 3rd Wednesdays)

Council Liaison – Ann Wengert

Wednesday, February 2, 2011

Wednesday, February 16, 2011

ARCHITECTURAL & SITE CONTROL COMMISSION - 7:30 PM (Meets 2nd & 4th Mondays)

Council Liaison – John Richards

Monday, February 14, 2011 - **CANCELLED**

Monday, February 15, 2011 – **SPECIAL MEETING**

Monday, February 28, 2011

CABLE TV COMMITTEE – 8:15 AM (Meets 2nd Thursday) alternate odd numbered months

Council Liaison – John Richards

COMMUNITY EVENTS COMMITTEE

Council Liaison – Maryann Derwin

CONSERVATION COMMITTEE – 8:00 PM (Meets 4th Tuesday)

Council Liaison – John Richards

Tuesday, February 22, 2011

CULTURAL ARTS COMMITTEE

Council Liaison – Maryann Derwin

EMERGENCY PREPAREDNESS COMMITTEE – 8:00 AM (Meets 2nd Thursday) in the EOC /

Conference Room at Town Hall

Council Liaison – Steve Toben

Thursday, February 10, 2011

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 – John Richards

As announced

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

Council Liaison – Ann Wengert

Thursday, February 10, 2011

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Steve Toben

As announced

PARKS & RECREATION COMMITTEE – 7:30 PM (Meets 3rd Monday)

Council Liaison – Steve Toben

Monday, February 21, 2011 - **CANCELLED**PUBLIC WORKS COMMITTEE

Council Liaison – Ann Wengert

As announced

SUSTAINABILITY COMMITTEE – 4:00 PM (Meets 3rd Monday)

Council Liaison – Maryann Derwin

Monday, February 7, 2011 – 4:00 PM in the Alder Room at Community Hall – **SPECIAL MEETING**Monday, February 21, 2011 – **CANCELLED**TEEN COMMITTEE

Council Liaison – Maryann Derwin

TRAFFIC COMMITTEE – 8:15 AM (Meets 1st Thursday)

Council Liaison – Ted Driscoll

Thursday, February 3, 2011 - **CANCELLED**TRAILS & PATHS COMMITTEE – 8:15 AM (2nd Tuesday of each month, or as needed)

Council Liaison – Ted Driscoll

Tuesday, February 8, 2011 – 8:15 AM



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Tuesday, February 1, 2011
4:00 PM – Special ASCC/Planning Commission Field Meeting
at Woodside Priory School – Soccer Field**

4:00 PM – SPECIALJOINT ASCC/PLANNING COMMISSION AGENDA*

1. Call to Order:
2. Roll Call: Aalfs, Breen, Clark, Hughes, Warr
Gilbert, McIntosh, McKitterick, VonFeldt, Zaffaroni
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. New Business:
 - a. Preliminary Review, Multipurpose Field Artificial Turf Upgrades Softball, Soccer, and Track Fields, 302 Portola Road, Woodside Priory CUP X7D-30.
5. Adjournment

*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.

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.

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

Architectural & Site Control Commission
February 1, 2011 Agenda
Page Two

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).

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

Date: January 28, 2011

CheyAnne Brown
Planning & Building Assistant



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
 765 Portola Road, Portola Valley, CA 94028
 Wednesday, February 2, 2011 – 7:30 p.m.
 Council Chambers (Historic Schoolhouse)

AGENDA

Call to Order, Roll Call

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

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*: Site Development Permit X9H-623, 727 Westridge Drive, Wang
2. Follow-up to Special February 1, 2011 Site Meeting with the ASCC – *Preliminary Review of Proposal for Multipurpose Field Artificial Turf Upgrades*, 302 Portola Road, Woodside Priory CUP X7D-30
3. Study Session – Review of Proposed Amendments to the Conservation Element, Open Space Element and Recreation Element of the Portola Valley General Plan
4. Confirm Special Meeting Date for *Preliminary Review of Site Development Permit X9H-624*, 9 Redberry Ridge (Lot 10 Blue Oaks Subdivision), Srinivasan
5. City of Palo Alto Referral, Temporary Use Permit Request, "Portola Vineyards" Winery Concert Series, 850 Los Trancos Road, Leonard Lehmann

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: January 19, 2011

Adjournment

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AVAILABILITY OF INFORMATION

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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

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

Date: January 28, 2011

CheyAnne Brown
Planning & Building Assistant



Town of Portola Valley
Traffic Committee
Notice of Cancellation
Thursday, February 3, 2011

TRAFFIC COMMITTEE
NOTICE OF CANCELLATION

Thursday, February 3, 2011

The Traffic Committee meeting scheduled for Thursday, February 3, 2011 has been cancelled.



TOWN OF PORTOLA VALLEY
 ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
 Monday, January 24, 2011
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*

4:00 p.m., 302 Portola Road Preliminary Review and comment on the scope of plans for refurbishment, including use of artificial turf, of a portion of The Priory playing fields ***Field meeting has been cancelled and needs to be rescheduled*** (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 Vlasic Town Planner; Carol Borck Planning Technician, Alex VonFeldt Planning Commission Liaison; Maryann Derwin Town Council 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. Continued Review – Conditional Use Permit (CUP) X7D-170, Installation of a Wireless Communication Antenna Facility, Golden Oak Drive at Peak Lane, T-Mobile West Corporation *Continued to February 14, 2011 meeting* **Review continued to 2/14/11. Breen/Aalfs to join in meeting with applicant and neighbors to resolve landscaping plan.**
 - b. Continued Architectural Review for Residential Redevelopment – New Residence, Swimming Pool and Related Site Improvements, and Site Development Permit X9H-623, 727 Westridge Drive, Wang **Project approved subject to conditions to be met to the satisfaction of designated ASCC members and approval of site development permit by the Planning Commission prior to building permit issuance.**
 - c. Review for Conformity with Conditional Use Permit X7D-63 and Architectural Review, Main Building Transformer Relocation/Replacement, 501 Portola Road, The Sequoias Portola Valley **Project approved as proposed.**

5. New Business:
 - a. Proposed Lot Line Adjustment X6D-211, 20 and 30 Toro Court, Mills-Johnston
Comments to be forwarded to the Planning Commission.
 - b. Preliminary Consideration – Review for Conformity with Provisions of Conditional Use Permit (CUP) X7D-30 and Site Development Permit for Field Grading, Refurbishment and Upgrading of School Play Fields, Including Use of Artificial Turf, 302 Portola Road, The Priory School *Review of this item is continued and a site meeting date will be set. Meeting date pending – will be Feb 1 or Feb 2 at 4p.*
6. Other Business:
 - a. City of Palo Alto Referral, Temporary Use Permit (TUP) Request, "Portola Vineyards," Winery Concert Series, 850 Los Trancos Road, Leonard Lehmann
Commission discussed implications and impacts of proposed project on the Town. Viasic still following up with Palo Alto on Town concerns.
 - b. Annual Election of ASCC Chair and Vice Chair **Chair: Aalfs, Vicechair: Hughes**
7. Approval of Minutes: January 10, 2011 **Approved as submitted.**
8. Other: **Aalfs will inspect paint color for Tower Co's pole at the Priory**
9. Adjournment **8:13 p.m.**

*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.

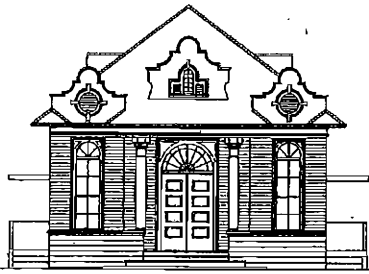
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ASSISTANCE FOR PERSONS WITH DISABILITIES

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PUBLIC HEARINGS



TOWN OF PORTOLA VALLEY

7:30 PM – Regular Town Council Meeting

Wednesday, January 26, 2011

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

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

All Present

ORAL COMMUNICATIONS (7:31 pm)

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** - Report from Brandi de Garmeaux, Sustainability & Resource Efficiency Coordinator, and the Sustainability Committee, with "Introduction to Energy Upgrade Portola Valley: Background, Marketing & Project Plan"

Ms. de Garmeaux reviewed Energy Upgrade Portola Valley and detailed the program background, marketing strategy and project plan.

CONSENT AGENDA (8:05 pm)

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 January 12, 2011

Approved 4-0-1 Mayor Driscoll abstained

- (3) **Approval of Warrant List** – January 26, 2011

- (4) **Recommendation by Town Attorney** – Adopt Ordinance Amending the Conflicts of Interest Code

- (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending the Appendix to Chapter 2.36 [Conflicts of Interest] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No. 2011-389)

- (5) **Recommendation by Planning Manager** – Adopt Amendments to the Zoning Ordinance to Implement portions of the Town's Housing Element.

- (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending Title 18 [Zoning] of the Portola Valley Municipal Code to reflect the Updated Housing Element (Ordinance 2011-390)

Items 3, 4 and 5 Approved 5-0

REGULAR AGENDA (8:07 pm)

- (6) **Recommendation by Planning Manager** – Adoption of a Resolution in Opposition to the Proposed Cargill Saltworks Project, Amending Resolution 2509-2010 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. 2512-2011)

Resolution Approved as Amended 5-0

- (b) Discussion of Formal Response to Notice of Preparation for proposed Cargill Saltworks Project

Draft Letter of Response Approved as Amended 5-0

Letter of Response, Resolution and Correspondence received will be forwarded to Redwood City within the next few weeks

(7) **Recommendation by Planning Manager** – Authorization to become a member of the Countywide Sub-Region to Administer the ABAG's Regional Housing Needs Allocation Process (RHNA) as part of the regional Sustainability Communities Strategy (8:27 pm)

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Authorizing the Town of Portola Valley to Become a Member of a Countywide Sub-Region, an Entity that would Locally Administer ABAG's Regional Housing Needs Allocation Process (RHNA) (Resolution No. 2513-2011)

Approved 5-0

(8) **Recommendation by Assistant Town Manager** – Ford Field Refurbishment Project

- (a) Entering into an Agreement with Carducci & Associates for Completion of Design Work for the Ford Field Refurbishment (8:35 pm)

Approved 5-0

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS (8:36 pm)

(9) **Recommendation by the Trails and Paths Committee** – Proposed change to Committee Charter

Charter Change Approved 5-0

(10) **Appointment by Mayor** – 2011 Commissions and Committees

Mayor Driscoll, with concurrence of the Council, approved the appointments of the 2011 Commission and Committee members 5-0. Vacancy Ad will be advertised in a February publication of the Almanac

(11) **Appointment by Mayor** – 2011 Commission and Committee Council Liaisons

Mayor Driscoll, with concurrence of the Council, approved the 2011 Council Liaison Appointments 5-0

(12) **Reports from Commission and Committee Liaisons** (8:45 pm)

There are no written materials for this item.

Councilmember Toben – Airport Roundtable reported that the San Jose Airport has established a new flight path arrival which would affect incoming traffic about 10% of the time and would take aircraft coming into San Jose over Portola Valley at about 5400 ft of altitude.

Councilmember Wengert – A Sub-Group of the Ad-Hoc Spring Down Committee met to review process and expect to submit a report to the Council in February or March. Community Events Committee reviewing annual events and whether they are appropriate and continue to be desired by the community.

Councilmember Richards – Cable Committee has a vacancy and continue work on Undergrounding. The Planning Commission reviewed map modifications and the Neely/Myers project may be appealed. The San Mateo County Emergency Services meeting held presentations on Broadband Technology, Disaster Training and lessons learned from the San Bruno pipeline explosion.

Vice Mayor Derwin – Cultural Arts Committee debriefed on the Holiday Art Fair and discussed 2011 goals. Ad-Hoc Fire Wise Committee did not have a quorum of its members. Discussion pursued regarding the next Home Ignition Zone Workshop scheduled for March 25th, the 2011 Chipper program, Woodside Defensible Space program and recruitment for CERPP. The ASCC continued discussion on T-Mobile antenna facility landscaping, Wang project in Westridge, The Sequoias equipment replacement and upgrading of turf fields at the Priory.

Mayor Driscoll – Conservation Committee concerned with interfacing with the planning department and the ASCC. There is miscommunication as to what is being asked of the committee. The committee questioned why the Shorenstein property is being sub-divided.

WRITTEN COMMUNICATIONS (9:13 pm)

(13) **Town Council Weekly Digest** – January 14, 2011

#2 – Council must make a policy decision to approve an amendment to expenditures of Open Space Funds

(14) **Town Council Weekly Digest** – January 21, 2011

#1 – Council agrees to participate in the annual Diversity Awards and recommends asking residents for possible nominations via the Town Website and PV Forum

#2 – Council approved request for placement of a memorial tree

#4 – Council approved recommended appointments at upcoming City Selection Meeting on January 28th

#5 – Councilmember Toben stated that the report didn't explain number discrepancy in question

CLOSED SESSION: 9:26 pm

(15) **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: None to Report

ADJOURNMENT: 10:07 pm

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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AVAILABILITY OF INFORMATION

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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 – February 4, 2011

-
- ☐ 1. Memorandum to Council from Brandi de Garmeaux regarding Town of Portola Valley Wins Grant for Energy Upgrade Portola Valley – February 4, 2011
 - ☐ 2. Memorandum to Council from Brandi de Garmeaux regarding Update on the Safe Routes to School Program – February 4, 2011
 - ☐ 3. Memorandum to the Council from Michael Bray regarding Dates for 2011 Events – February 1, 2011
 - ☐ 4. E-mail/attachment from Rebecca Romero regarding Vote Results from the January 28th CSC meeting – February 3, 2011
 - ☐ 5. Month End Financial Report for the Month of January, 2011
 - ☐ 6. Issued Building Permit Activity: January, 2011
 - ☐ 7. Agenda – Public Works Committee Meeting – Monday, February 7, 2011
 - ☐ 8. Agenda – Special Sustainability Committee Meeting – Monday, February 7, 2011
 - ☐ 9. Agenda – Trails and Paths Committee Meeting – Tuesday, February 8, 2011
 - ☐ 10. Agenda – Emergency Preparedness Committee Meeting – Thursday, February 10, 2011
 - ☐ 11. Agenda – Open Space Acquisition Advisory Committee Meeting – Tuesday, February 8, 2011
 - ☐ 12. Agenda – Nature and Science Committee Meeting – Thursday, February 10, 2011

Attached Separates (Council Only)

- ☐ 1. Comcast California – December 2010
- ☐ 2. San Mateo County's "Labor" – February 2011
- ☐ 3. League of California Cities "Western City" – February 2011



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garreaux, Sustainability and Resource Efficiency Coordinator

DATE: February 4, 2011

RE: **Town of Portola Valley Wins Grant for Energy Upgrade Portola Valley**

On Thursday, February 4th, the Town was notified by the San Mateo County Manager's Office that the Town of Portola Valley was selected to receive a grant from the Energy Upgrade California Program in San Mateo County. The Town received the full amount requested in our proposal for "Energy Upgrade Portola Valley"—\$23,964. The following proposals were also selected to receive a grant for outreach to homeowners:

- Sustainable San Mateo County—"Energy Ambassador Program"
- Acterra—"Insulate Your Home...and More!"
- Town of Hillsborough—"Energy Upgrade California Home Efficiency Project"
- Cool the Earth—"Cool the Earth, School to Home Program"
- San Carlos Green—"Year of Energy Efficiency"

Town Staff would like to thank the Sustainability Committee, Council member Maryann Derwin and particularly, committee member Angela Hey for all of their time and effort in completing the proposal for Energy Upgrade Portola Valley.

Town Staff will be delivering a presentation on the proposal to the Advisory Board for Energy Upgrade California in San Mateo County on Wednesday, March 2, 2011 from 3:30 - 5:00 p.m. at the County Offices in Redwood City.

Please let me know if you would like to receive a copy of the proposal via email.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Members of the Portola Valley School District Governing Board

FROM: Brandi de Garreaux, Sustainability Coordinator, Town of Portola Valley

DATE: February 3, 2011

RE: Update on the Safe Routes to School Program

In conjunction with the Safe Routes to School Coalition (Coalition), Town Staff and the Portola Valley School District have been working together to create a Town/School alliance that will implement the recommendations from the Parent Survey conducted in December 2009 and attempt to create a safer, more enjoyable environment to bike, bus, walk, or carpool to school in town. Under the direction of the Town Council, staff formed a sub-group of the Coalition to study the trails and traffic recommendations and hot spots outlined in the report on the Parent Survey. This sub-group includes members of the Coalition, Town Council, School Board and Town staff. The sub-group met at Corte Madera School at 10:00 a.m. on July 28, 2010 to walk the Alpine Road trail from Corte Madera School to Alpine Hills Swim & Tennis Club.

Based upon the comments received during the walk, specific measures were outlined for completion before the 2010-2011 school year and as part of regular town maintenance. In addition, the Coalition and Town Staff have been working to implement other high-priority action items as outlined in the report on the Parent Survey. The following is a summary of actions identified, their current status and next steps.

TRAIL / TRAFFIC ACTION ITEMS

- 1. Possible Turnaround Drop-Off on School District Property Off Alpine Road Across from Corte Madera Road**
 - a. The School District has asked the District Architect to look at the feasibility of adding an additional drop-off zone and the probable cost. Most of the land under consideration is owned by the District, but this option would involve the consideration and use of the Town right-of-way. Any such proposal would require community input prior to any action being taken and the approval of the Town Council.
 - b. The Town will look into the possibility of widening Alpine road and the potential for creating loading zones along Alpine Road. The Town is holding off on a planned paving project on Alpine until a decision is made about the drop-off.
- 2. Alpine Trail (Between Corte Madera Road and Golden Oak Drive)**
 - a. Trees and shrubs along trail have been trimmed and lightened to increase visibility of school children between the road and trail. In the future, this will be included in regular trail maintenance.

- b. Alpine trail from Corte Madera to Portola Road was graded, rocked and rolled. Although the existing trail was usable, a newer surface was installed to encourage more use by school children. The Town is holding off on making the \$10k in improvements to the portion of the Alpine trail between Portola Road and Golden Oak until the Coalition determines if the trail use has increased as a result of improvements to the first portion.
- 3. Crossing Guard to Redirect School Children at Indian Crossing to Alpine Trail**
 - a. The School District has enlisted the custodian as a crossing guard at Alpine & Portola Roads. As of November 2nd, with trail improvements completed and the new crossing guard in place, the District is directing the crossing guard at Indian Crossing to stand on the corner of Alpine Road and Indian Crossing (instead of on Alpine Road) and direct school children to cross Indian Crossing to the Alpine Trail instead of across Alpine Road.
 - 4. Crossing on Alpine Trail @ Saddleback Dr**
 - a. The Town painted a crosswalk at Saddleback Drive, as requested, to alert cars of the crossing.
 - 5. Crossing Portola Road @ Alpine Trail to Café Deli**
 - a. The informal trail shortcuts off Alpine Trail to Café Deli were sealed off.
 - b. The Town was researching the possibility of installing steps from the trail down to crosswalk on Alpine at Portola, but the District expressed concern that this would make it harder to control traffic with the crossing guard.
 - 6. Crossing on Alpine Road @ Golden Oak Drive**
 - a. Town replaced the existing crosswalk signs with brighter green fluorescent signs.
 - b. Town staff is researching the possibility of providing a flag system for crossing the street and potential issues (e.g., flags are stolen or all end up on one side of the street); Town staff suggested crosswalk signs at the crosswalk as an alternative and is looking into other options.
 - c. Town staff is researching the potential costs and grants for a lighted crosswalk.
 - 7. Paved Path on North Side of Alpine Road**
 - a. Trees and shrubs were trimmed to the edge of asphalt path.
 - b. Town staff is exploring the removal of encroaching redwood trees.
 - 8. Triangle Park**
 - a. Trees and shrubs trimmed around entrances/exits to improve visibility.
 - b. Town staff is exploring the possibility of widening and re-rocking the existing informal trail next to Alpine Road.
 - 9. Alpine Road from Café Deli to Corte Madera**
 - a. Town Staff and the Coalition are exploring ways to improve safety and get school children off the road.
 - 10. Re-stripe Crosswalks in Town Where Needed**
 - a. Where needed, all crosswalks in Town were re-stripped before the start of the school year.

ADDITIONAL ACTION ITEMS

1. Safe Routes to School & SamTrans Bus Map

- a. Re-created Safe Routes to School & SamTrans Bus Map to encourage bus and trail use; set map on backdrop of Google road map for ease of use.
- b. Included all bus stops and surveyed the bus route to determine their exact location.
- c. Included large, color version of map on Town website with zoom in capability.

2. SamTrans Bus Schedule & Stops

- a. Worked with SamTrans to relocate the Town Center bus stop so school children can get to the Library and fields without crossing Alpine Road.
- b. Worked with SamTrans to update printed bus schedule.
- c. Created a table of all stops on SamTrans bus route and posted to Town website.

3. School Directory

- a. Created comprehensive handout for inclusion in the School Directory with the Safe Routes to School & SamTrans Bus Map.

4. Welcome Back Coffee at Ormondale & Corte Madera

- a. Hosted tables with flyers and sign up for Bike/Walk to School and Coalition.

5. Carpooltoschool.com

- a. Town and School District worked together to implement a new tool to facilitate carpooling called Carpooltoschool.com. Carpooltoschool.com will allow parents to form and join carpools, walkpools and biketrains. It includes a statistical tool that allows parents to see their individual impact (e.g. vehicle miles traveled and CO² emissions) as well as receive reminders and alerts.

6. Websites

- a. Town staff updated the Safe Routes to School page to include new information and programs; in addition, posted page in additional locations on website to increase access.
- b. School District created Transportation page to include new information and programs.

In addition to the above listed actions, the Coalition is working with Town staff and the School District to implement other recommendations outlined in the report on the Parent Survey. Included below is a list of possible next steps, which the Coalition will review and prioritize at their next meeting.

NEXT STEPS

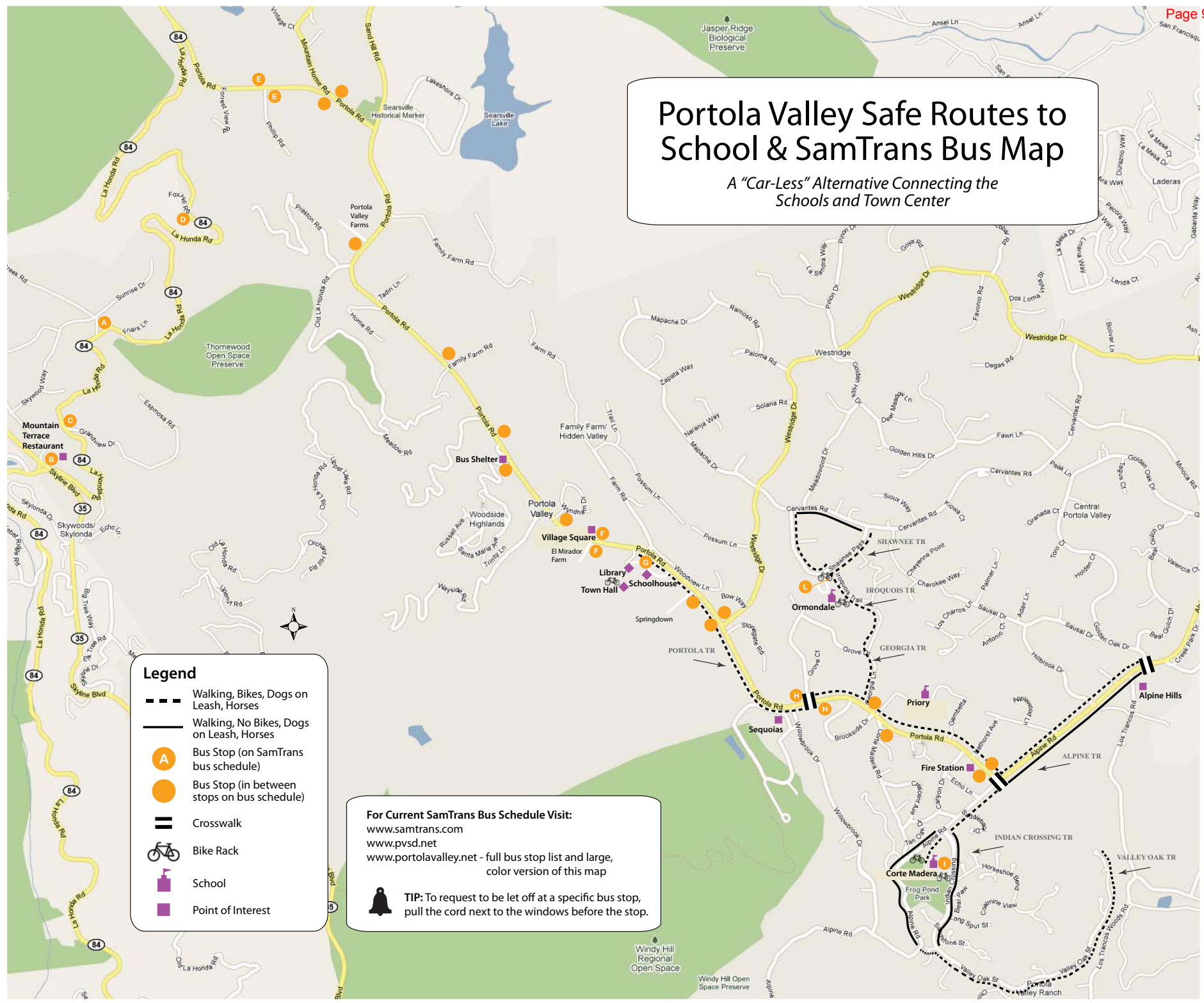
- Enlist additional Coalition members, volunteers and point person at each school
- Analyze impact of trail improvements and decide on additional work needed, if any
- Develop marketing and outreach plan for promoting Carpooltoschool.com and Safe Routes to School program
- Set dates for classroom and car counts
- Plan Bike/Walk to School Day on April 27, 2011
- Explore expand Bike Rodeo to other grades
- Explore possibility of Pedestrian/Horse/Bike Safety training at Town Event
- Develop a handbook that can be used from year-to-year to promote longevity of program

ATTACHMENTS

- Attachment 1: Safe Routes to School & SamTrans Bus Map
- Attachment 2: Safe Routes to School Handout for School Directory
- Attachment 2: Expanded SamTrans Bus Schedule

Portola Valley Safe Routes to School & SamTrans Bus Map

A "Car-Less" Alternative Connecting the Schools and Town Center



Legend

- Walking, Bikes, Dogs on Leash, Horses
- Walking, No Bikes, Dogs on Leash, Horses
- Bus Stop (on SamTrans bus schedule)
- Bus Stop (in between stops on bus schedule)
- Crosswalk
- Bike Rack
- School
- Point of Interest

For Current SamTrans Bus Schedule Visit:
www.samtrans.com
www.pvsn.net
www.portolavalley.net - full bus stop list and large, color version of this map

TIP: To request to be let off at a specific bus stop, pull the cord next to the windows before the stop.



Portola Valley Safe Routes to School Program 2010 – 2011 School Year

How will you get to school in 2010-2011? This is the year to change up your routine and try biking, busing, walking or carpooling to school!

Safe Routes to School Program

The Safe Routes to School Coalition, Town of Portola Valley (Town) and Portola Valley School District (PVSD) are working together to implement measures to make it safer and more fun to bike, bus, walk or carpool to school and around town! Below you will find information on the many car-less options.

Car-less Options to Get to School and Around Town!

→ *Bike or Join a Biketrain* → *Ride the Bus* → *Walk or Join a Walkpool* → *Start or Join a Carpool*

Carpool, Walkpool or Biketrain to School

In response to parent input, the Town and PVSD joined together to launch a new program – CarpooltoSchool. At www.carpooltoschool.com you can connect with other parents, organize or join a carpool, walkpool or biketrain, and receive text alerts to remind you when it's your turn. To sign up or get more information, visit www.carpooltoschool.com.

Safe Routes to School Map

The Safe Routes to School Map shows the trails for walking or biking to school as well as all current bus stops. The updated Safe Routes to School Map for 2010-2011 is available at www.pvsd.net and www.portolavalley.net.

Bike/Walk to School Days

Every year, the Safe Routes to School Coalition organizes Bike/Walk to School Days with the schools. This is a great chance to try out a new way to get to school using the trails on the Safe Routes to School Map.

- Wednesday, October 13, 2010
- Wednesday, April 27, 2011
- Every Wednesday – Optional Bike/Walk to School Day

A few things to remember when you bike/walk to school: C.A.P.S.

Courteous: yield to pedestrians and horses

Alert: look both ways when crossing the street

Predictable: know the route...cross at crosswalks and stay on designated paths/trails

Safe: follow the traffic signs

TIP: If you're riding a bike or scooter, please remember to wear your helmet!

Ride the Bus

The SamTrans Bus is a great option for students living in the Skyline/La Honda area. It's also a great option for families with students at both Corte Madera and Ormondale. Ormondale students can take the bus to/from Corte Madera, resulting in just one drop off/pick up spot. Youth fares are listed below (effective 2/1/10). The current bus schedule and route map are available at www.samtrans.com (1-800-660-4287), www.pvsd.net and www.portolavalley.net (full bus stop list).

- Pay on the Bus = \$1.25
- Monthly Pass* = \$36/month
- Tokens* = \$10 for pack of 10 (no expiration date/no need for exact change)

* Available at Safeway Markets in Menlo Park: 325 So. Sharon Park or 525 El Camino Real

TIP: To request to be let off at a bus stop, pull the cord next to the windows before the stop.

For more information about the Safe Routes to School Program, to join the Coalition or to help with events, please contact Shelly Sweeney, Safe Routes to School Coalition, at sbsthrock@aol.com or Brandi de Garmeaux, Sustainability Coordinator, at bdegarmeaux@portolavalley.net or 851-1700 ext. 222.

Less Cars = Better Health, Safety, Environment and More Fun!

SamTrans Bus Schedule

Full Bus Stop List

This is an expanded bus schedule that lists all the bus stops in the order that the bus stops at them.

The actual stops are marked on the Safe Routes to School & SamTrans Map: <https://www.portolavalley.net/Modules/ShowDocument.aspx?documentid=3816>

NOTE:

- √ Bus only runs on school days; no Saturday, Sunday or holiday service.
- √ Letters correspond to the lettered bus stops on the Safe Routes to School Map (link above) and official SamTrans schedule: www.samtrans.com
- √ “-” indicates no service to that stop

MORNING

La Honda/ Fox Hill	La Honda/ Skywood	Skyline/ La Honda	La Honda/ Grandview	Portola Rd/ Phillip	Portola Rd/ Mountain Home Rd	Portola Rd at Portola Valley Farms	Portola Rd/ Santa Maria (bus shelter)	Portola Rd – Across from Village Square	Portola Rd at Springdown	Portola Rd/ Westridge	Portola Rd/ Grove	Portola Rd/ Corte Madera Rd	Portola Rd/ Portola Valley Fuel	Corte Madera School – Indian Crossing/ Horseshoe Bend	Ormondale School - Shawnee/ Iroquois
D	A	B	C	E				F			H			I	L
7:20		7:27		7:42				7:47			7:48			7:54	8:01

AFTERNOON

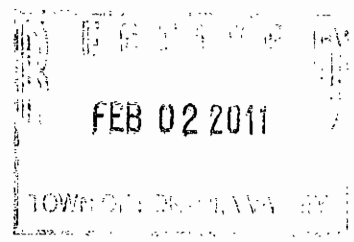
	Ormondale School - Shawnee/ Iroquois	Portola Rd/ Corte Madera Rd	Portola Rd/ Portola Valley Fuel	Corte Madera School – Indian Crossing/ Horseshoe Bend	Portola Rd/ Georgia Lane	Portola Rd/ Grove	Portola Rd/ Westridge	Town Center/ Library	Portola Rd at Village Square	Portola Rd/ Wyndham Rd	Portola Rd/ Santa Maria	Portola Rd/ Family Farm	Portola Rd/ Mountain Home Rd	Portola Rd/ Phillip	La Honda/ Skywood	Skyline/ La Honda	La Honda/ Grandview
	L			I		H		G	F					E	A	B	C
Wed Only	12:10			12:20		12:23		12:26						12:30	12:38	12:42	12:43
Wed Only	2:07			2:17		2:20		2:23						2:27	2:34	2:38	2:39
via Corte Madera School	-	-	-	3:10				3:12	3:13 (last stop)	-	-	-	-	-	-	-	-
Mon, Tue, Thur, Friday	2:57			3:07		3:10		3:12						3:17	3:24	3:28	3:29
via Corte Madera School	-	-	-	4:16				4:19	4:20							4:33	

For questions or comments about this schedule, please contact:

Brandi de Garneau
Sustainability & Resource Efficiency Coordinator
Town of Portola Valley
phone: 650.851.1700 ext. 222
email: bdegarmeaux@portolavalley.net

2

Memorandum



To: Portola Valley Town Council
 From: Michael Bray, Chair, Community Events Committee
 Re: Setting dates for 2011 events
 Date: Feb 1, 2011

The Community Events Committee is proposing these dates for its 2011 events:

Town Picnic - Saturday, June 4th

The Portola Valley town picnic is traditionally held the Saturday before the last day of school for PVSD. This date is firm due to town facilities already being rented on other weekends in June.

Blues and Barbecue - Sunday, September 18th

Blues and Barbecue is normally held on a Sunday after Labor Day but not too late in the month. We try to not conflict with the annual POST fundraiser held about the same time each year.

Volunteer Appreciation Party - Friday, December 2nd

The annual Volunteer Appreciation Party is held on a Friday evening as early as possible after Thanksgiving to avoid conflict with other holiday festivities.

Town facilities have already been reserved for the three events.

Please advise if the dates for Blues and Barbecue and/or the Volunteer Appreciation should be changed.

4


From: Rebecca Romero [RXRomero@co.sanmateo.ca.us]
Sent: Thursday, February 03, 2011 7:49 AM
Subject: Vote results from the January 28th CSC meeting...
Attachments: Vote results from 012811.pdf

Hello;

Please see the attached PDF for the vote count from the Friday, January 28th CSC meeting.

The count by city will be in the meeting minutes which will be approved at an upcoming CSC meeting when seats for new appointments and/or reappointments are on the agenda.

Thank you,
Becky
City Selection Secretary

 Save Paper. Think Before You Print.

VOTE RESULTS FROM THE MEETING OF FRIDAY, JANUARY 28, 2011

- **CAL-ID –**
 - Kristen Keith, Menlo Park

- **HEART –**
 - Pam Frisella, Foster City
 - David Canepa, Daly City
 - Pedro Gonzalez, South San Francisco

- **LAFCO –**
 - Richard Garbarino, South San Francisco won with 11 votes
 - Dave Tanner, Woodside – 8 votes
 - Andrew Cohen, Menlo Park – 1 vote

- **MTC –**
 - Kevin Mullin, South San Francisco won with 14 votes
 - Carlos Romero, East Palo – 5 votes
 - Barbara Pierce, Redwood City – 1 vote

- **SamTrans – Northern Cities**
 - Karyl Matsumoto, South San Francisco won with 17 votes
 - Michael Guingona, Daly City – 3 votes

- **SamTrans – Central Cities**
 - Jerry Deal, Burlingame

- **TA – Central Cities**
 - Terry Nagel, Burlingame

- **TA – Southern Cities**
 - Rosanne Foust, Redwood City

- **2011 Chairperson – Marge Colapietro, Millbrae**
- **2011 Vice Chairperson – Maryann Derwin, Portola Valley**



MONTH END FINANCIAL REPORT

FOR THE MONTH OF: January 2011

C	Bank of America	\$	931,552.23
A	Local Agency Inv't Fund (0.462%)	\$	6,395,309.75
S			
H	Total Cash	\$	7,326,861.98
F	05 General Fund	\$	2,137,684.61
U	10 Safety Tax	\$	145,140.45
N	15 Open Space	\$	2,945,632.97
D	20 Gas Tax	\$	46,003.27
S	25 Library Fund	\$	397,503.77
	30 Public Safety/COPS	\$	(61,575.13)
	40 Park in Lieu	\$	6,184.65
	45 Inclusion In Lieu	\$	157,851.89
	60 Measure A	\$	132,115.88
	65 Road Fees	\$	778,940.95
	75 Crescent M.D.	\$	67,897.92
	80 PVR M.D.	\$	13,181.04
	85 Wayside I M.D.	\$	5,685.61
	86 Wayside II M.D.	\$	(104,354.93)
	90 Woodside Highlands M.D.	\$	166,282.66
	95 Arrowhead Mdws M.D.	\$	(1,799.67)
	96 Customer Deposits	\$	494,486.04
	98 PV Community Fund	\$	-
	Total Fund Balance	\$	7,326,861.98
A	Revenues for Month:	\$	373,604.78
C	LAIF Interest Deposit (0.46%)	\$	7,506.72
T	Total Revenues for Month:	\$	381,111.50
I			
V	Warrant List 1/12/11	\$	(103,844.85)
I	Warrant List 1/26/11	\$	(86,634.90)
T	Payroll for month	\$	(124,293.94)
Y	Total Expenses for Month:	\$	(314,773.69)
	Activity Balance	\$	66,337.81
S	Beginning Cash Balance:	\$	7,249,647.50
U	Total Revenues	\$	381,111.50
M	Total Expenses	\$	(314,773.69)
M	Void #44296,43844	\$	11,022.90
A	JEs #74580,81	\$	(146.23)
R	Ending Cash Balance	\$	7,326,861.98
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.

Town of Portola Valley

Issued Building Permit Activity: January 2011

	Permits This Month	Permits FY 10-11 To Date	Total Valuation This Month	Total Valuation FY 10-11 To Date	Application Fees Collected This Month	Application Fees FY 10-11 To Date	Plan Check Fees Collected This Month	Plan Check Fees FY 10-11 To Date	Total Fees Collected FY 10-11	Total Fees Collected FY 09-10
New Residence	0	4	0	5,952,750	0.00	29,563.45	0.00	19,215.93	48,779.38	48,900.56
Commercial/Other	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00
Additions	0	10	0	2,284,087	0.00	18,669.05	0.00	10,905.75	29,574.80	20,796.68
Second Units	0	4	0	739,000	0.00	5,873.40	0.00	3,817.72	9,691.12	2,018.53
Remodels	2	24	111,395	1,806,907	1,210.00	17,445.73	786.51	11,339.06	28,784.79	16,310.34
Pools	0	7	0	641,400	0.00	5,855.70	0.00	4,131.71	9,987.41	3,556.58
Stables	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00
Termite/Repairs	0	2	0	7,000	0.00	180.50	0.00	72.31	252.81	0.00
Signs	0	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00
House Demos	0	5	0	0	0.00	500.00	0.00	0.00	500.00	200.00
Other	25	109	553,248	2,913,438	3,307.50	29,028.20	1,129.70	7,781.84	36,810.04	49,851.36
	27	165	664,643	14,344,582	4,517.50	107,116.03	1,916.21	57,264.32	164,380.35	141,634.05
Electrical	5	67	0	0	186.07	4,466.44	0.00	0.00	4,466.44	4,240.81
Plumbing	4	50	0	0	253.85	4,179.65	0.00	0.00	4,179.65	3,514.10
Mechanical	6	39	0	0	277.65	3,172.70	0.00	0.00	3,172.70	2,927.15
Total Permits	42	321	664,643	14,344,582	5,235.07	118,934.82	1,916.21	57,264.32	176,199.14	152,316.11

7



TOWN OF PORTOLA VALLEY
Public Works Committee
Monday, February 7, 2011, 11:00 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA
Portola Valley, CA 94028

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes from February 2010
4. New Business
 - Appointment of new member
5. Old Business
6. Review of Procedures
7. Adjourn



TOWN OF PORTOLA VALLEY
Special Sustainability Committee Meeting
Monday, February 7, 2011 – 4:00 PM
Town Hall, Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call To Order
2. Oral Communications
3. Approval of Minutes from December 20, 2010 & January 10, 2011
4. Update - Programs
 - a. Energy Upgrade California
 - b. Energy Upgrade California in San Mateo County Grant
 - c. Acterra Green@Home High Energy Home
5. Debrief on Presentation of Energy Upgrade Portola Valley to Town Council
6. Review & Discussion of Energy Upgrade Portola Valley Program Plan
7. Review & Discussion of Letter of Interest to Home Performance Contractors
8. Review Subcommittee Work
 - a. Smart Strip Guide & Display
 - b. Did You Consider Flyer
 - c. Pilot Group
 - d. Loaner Kit
9. Next Steps, Next Meeting Date & Reminders
 - a. Next scheduled meeting – Monday, March 21, 2010
10. Announcements
11. Adjournment by 5:30 p.m.



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, February 8, 2011 - 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – January 11 and January 27, 2011
4. Financial Review
5. Old Business
 - a) Alpine Rd. – C1 Path update
6. New Business
 - a) Trail work - January
 - b) Dengler Preserve – Discussion of proposed Nature Trail
 - c) Eagle Scout Project
 - d) Committee Goals – Short and Long Term
 - e) Pre-emergent spray - Discussion
 - f) Shady Trail - update
 - g) Westridge Trails and Trails right-of-way
 - h) Field Trip – Blue Oaks Trails
 - i) Proposed Hitching Post from WHOA
7. Other Business
8. Adjournment

Enclosures:
 Minutes of January 11 and January 27, 2011
 January Financial Review
 January Trail Work and Map
 Hitching Post proposal
 Portola Valley's Open Spaces handout

➔ **Reminder – Trails Committee now meets at 8:15 AM**

10



TOWN OF PORTOLA VALLEY
Meeting of the
Emergency Preparedness Committee
Thursday, February 10, 2011 - 8:00 AM
EOC / Town Hall Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to order
2. Oral communications
3. Review and approve minutes of January meeting
4. Discussion of suggested goals for EPC for 2011
5. Discussion and review of training needs for 2011
 - Town staff and EPC members
6. Subcommittee discussion
 - Report(s)
 - New Subcommittees required
7. Discuss recruitment
8. Discuss March 30 Agenda (5th Wednesday meeting)
9. Other Business
10. Adjourn promptly at 9AM



Town of Portola Valley
Open Space Acquisition Advisory Committee
Tuesday, February 8, 2011, 7:30 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of minutes from November 2010 meeting
4. Selection of Chair and Vice-Chair for 2011
5. Property Reports - Gary
6. Nature Trail Update – Jeanie and Ron
7. New Business for 2011 – Ron
8. Budget Discussion 2011/2012
9. Conservation Easements Update - Gary



Town of Portola Valley
Nature and Science Committee Meeting
Thursday, February 10, 2011 – 4:00 pm
Historic Schoolhouse at Town Center
765 Portola Road, Portola Valley, CA

MEETING AGENDA

1. Call to Order
2. Oral Communications (Anyone wanting to address the Committee OR anyone wanting to speak on something that is not on the agenda)
3. Introduce newly assigned Council liaison, Ann Wengert
4. Minutes of December 1, 2010 Special meeting
5. Reports:
 - Yvonne - Nature and Science classes and County Science Fair
 - Submitted U.S. Migratory Bird permit update
 - Woodcutters' Cottage progress
 - Leslie Field – Program on glacial ice
 - Treena Joi – Corte Madera School garden and science fairs
 - Earth Day progress
6. Planning:
 - Paul Heiple – Nature Walk on March 12
 - Treena Joi – Insect Activity Day on April 9
 - Science presenters for school: Jan – reptiles, Yvonne - oaks
 - George Comstock – radio controlled flight program on May 19
 - Update on future programs including Star Party
7. Budget:
 - Discuss annual Budget for 2010/2011
 - Proposed expenditure denied
8. Action Items:
 - Revise budget for expenditures
 - Decisions regarding upcoming events
9. Publicity:
 - Foster Biegler - Banners
 - PV Forum, Almanac, *Tuesday Post* for schools, etc.
10. Other reports including Sub-Committee/Liaison Reports:
 - Climate Protection Task Force
 - Conservation Committee: Herb Dengler Nature Trail
 - Sudden Oak Death Study Group
11. Adjournment:
 - Next meeting: Thursday, April 14, 2011 at 4:00 p.m.

TOWN COUNCIL WEEKLY DIGEST

Friday – February 11, 2011

-
- ☐ 1. Request to Town Council from Matt Lucett for a proclamation to recognize March as Red Cross Month – February 8, 2011
 - ☐ 2. Information regarding Assemblyman Rich Gordon being appointed to serve on the Legislative Advisory Committee for the Wildlife Conservation Board – February 9, 2011
 - ☐ 3. Notice that Portola Valley Town Hall will be closed on Monday, February 21, 2011 in observance of Presidents' Day
 - ☐ 4. Notice of a free water-efficient landscaping class to be held on March 3, 2011
 - ☐ 5. Agenda – Special Joint ASCC/Planning Commission Meeting – Tuesday, February 15, 2011
 - ☐ 6. Agenda – Regular Planning Commission Meeting – Wednesday, February 16, 2011

Attached Separates (Council Only)

- ☐ 1. Invitation to attend ABAG's Fifth Annual Regional Growing Smarter Together Awards Program on Thursday, April 14, 2011
- ☐ 2. Invitation to attend San Mateo County Council of Cities Dinner/Meeting on Friday, February 25, 2011
- ☐ 3. Invitation to attend the Kickoff Reception to Support the Campaign of Richard Holober for San Mateo County Supervisor on Tuesday, February 22, 2011
- ☐ 4. Invitation to attend Packard 101 on Thursday, March 24 and Friday, March 25, 2011
- ☐ 5. "Connections" – Winter 2011
- ☐ 6. The Sequoian – February 2011

Attachments: sample_proclamation_2011.doc

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

From: ClementT@usa.redcross.org [mailto:ClementT@usa.redcross.org]

Sent: Tuesday, February 08, 2011 3:06 PM

To: Sharon Hanlon

Subject: Proclamation Request

Portola Valley Town Council:

On behalf of the American Red Cross Bay Area Chapter and the San Mateo County American Red Cross Leadership Council, I am writing to inform you that March is nationally recognized as Red Cross Month. We would like to request a proclamation from the City of Portola Valley to recognize this month locally.

We have prepared draft wording for your consideration. If a City Council proclamation is possible, we will ensure a local member of our San Mateo County Red Cross Leadership Council will be present to receive the document at your council meeting when it is presented. Please call Tricia Clement at (650) 430-6170 to let us know the City Council meeting date and location where the proclamation can be presented.

Sincerely,

Matt Lucett

Chair, San Mateo County Leadership Council

American Red Cross Bay Area Chapter

SAMPLE

The Town of XXXXXXX
Proclaims
March 2011
As
American Red Cross Month

WHEREAS, the American Red Cross Bay Area was founded in 1898; and

WHEREAS, the Red Cross, a leading voluntary agency, chartered and authorized by Congress to act in times of need, providing compassionate assistance to people afflicted by personal, local or national disasters; and

WHEREAS, the American Red Cross Bay Area helped 1,773 people with temporary housing, clothing, food and mental health counseling during 392 local disasters last year alone; and

WHEREAS, Red Cross Volunteers responded to approximately 392 local emergencies last year, providing food, clothing, shelter and mental health support; and

WHEREAS, people have counted on the Red Cross for the information and skills they need to be safe at home, at work, at school and at play. Last year, the American Red Cross Bay Area trained over 143,000 people in lifesaving CPR, First Aid, and water safety

WHEREAS, through Prepare Bay Area initiative and Community Preparedness programs, over 282,000 individuals received training.

WHEREAS, Red Cross staff deploy with the U.S. military to provide emergency communications, counseling, financial assistance and a caring presence to 1,348 local military families; and

WHEREAS, Red Cross Blood Services support 31 Bay Area hospitals, providing them with more than 134,000 units of red cells, platelets and plasma to patients in need.

NOW, THEREFORE, BE IT RESOLVED that the XXXXXXX City Council hereby proclaims March 2010 as **American Red Cross Month** in XXXXXXX and encourages all residents to be cognizant of the compassion, courage, character, civic duty that is inherent in the Red Cross mission to prevent and relieve human suffering.



FOR IMMEDIATE RELEASE

CONTACT: Margot Grant,
(650) 691-2121

February 9, 2011

Assemblyman Rich Gordon to serve on Legislative Advisory Committee for the Wildlife Conservation Board

(SACRAMENTO) Assembly Speaker John A. Pérez has appointed Assemblyman Rich Gordon to serve on the Legislative Advisory Committee for the Wildlife Conservation Board (WCB).

"The Wildlife Conservation Board plays an integral role in the protection of wildlife and land, and I am honored by Speaker Pérez's appointment to serve on the Legislative Advisory Committee," said Gordon. "I look forward to beginning work on the committee and to uphold the commitment of restoring and preserving California's environment."

The Legislative Advisory Committee provides legislative oversight for WCB's programs, including but not limited to:

- Protect and repair the State's riparian ecosystems
- Restore, protect, and enhance natural wetlands
- Assist farmers in irrigating agricultural activities with wildlife habitat restoration
- Provide tax credits to private landowners who donate properties to State Resource Agencies
- Develop facilities to expand public access

The WCB was created by legislation in 1947 to administer a capital outlay program for wildlife conservation and related public recreation. As part of the Department of Fish and Game, WCB is a separate and independent Board with authority and funding to carry out an acquisition and development program for wildlife conservation (California Fish and Game Code 1300, et seq.). WCB consists of the President of the Fish and Game Commission, the Director of the Department of Fish and Game and the Director of the Department of Finance.

Website of Assemblyman Rich Gordon: www.asmdc.org/members/a21/

###

PORTOLA VALLEY TOWN HALL



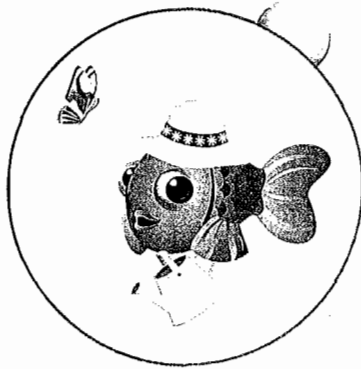
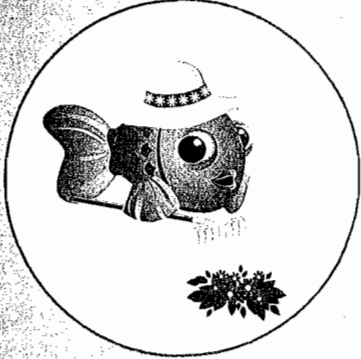
WILL BE CLOSED

**MONDAY,
FEBRUARY 21, 2011**

**IN OBSERVANCE OF
PRESIDENTS' DAY**

IN CASE OF EMERGENCY: SHERIFF'S OFFICE: 911

FREE Water-Efficient Landscaping Class



Did you know that lawns and irrigation systems account for more than half of the total water use of an average home? But you can save water — and money on your water bill — and still have a beautiful garden. Take advantage of this opportunity to learn how.

Cal Water is partnering with the town of Portola Valley and the Bay Area Water Supply and Conservation Agency (BAWSCA) to offer a free water-efficient landscaping class to Cal Water customers. Join us for:

Lawn Replacement (March 3, 7-9 p.m.)

Learn about replacing your thirsty lawn with beautiful water-efficient, California-native plants!

To register for this free landscaping class, contact BAWSCA at **(650) 349-3000** or e-mail **landscape@bawasca.org**. Be sure to specify your name, address, and telephone number, as well as the class name, date, and time.

For more information on sustainability programs, visit www.portolavalley.net. You can also visit www.calwater.com to learn more about water conservation and water-efficient gardening.



Use water wisely. It's essential.

Co-sponsored by





TOWN OF PORTOLA VALLEY
 ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
 Tuesday, February 15, 2011
Special Field Meeting (time and place as listed herein)
 7:30 PM – Special ASCC Meeting
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

SPECIAL JOINT PLANNING COMMISSION/ASCC FIELD MEETING*

4:00 p.m., 9 Redberry Ridge (vacant Lot 10 of Blue Oaks subdivision) Preliminary consideration for Architectural Review and Site Development permit plans for new residential development. (ASCC review to continue at Regular Meeting)

7:30 PM - SPECIAL 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 Drive at Peak Lane, T-Mobile West Corporation *Continued to February 28, 2011 meeting*
 - b. Continued Preliminary Discussion – Review for Conformity with Provisions of Conditional Use Permit (CUP) X7D-30 and Site Development Permit for Grading and Refurbishment of School Play Fields, Including Use of Artificial Turf, 302 Portola Road, The Priory School
5. New Business:
 - a. Preliminary Architectural Review for New Residence and Site Development Permit X9H-624, 9 Redberry Ridge (Lot 10 Blue Oaks Subdivision), Srinivasan
 - b. Architectural Review for Residential Additions and Remodeling Permit, 255 Golden Oak Drive, Geenen
6. Other Business:
 - a. Update, City of Palo Alto Referral, Temporary Use Permit (TUP) Request, "Portola Vineyards," Winery Concert Series, 850 Los Trancos Road, Leonard Lehmann
7. Approval of Minutes: January 24, 2011 and February 1, 2011
8. Adjournment

Architectural & Site Control Commission
February 15, 2011 Agenda
Page Two

*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.

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.

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.

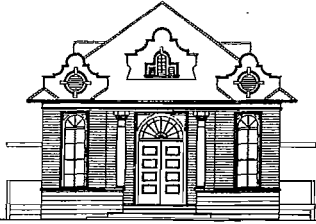
PUBLIC HEARINGS

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).

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

Date: February 11, 2011

CheyAnne Brown
Planning & Building Assistant



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
765 Portola Road, Portola Valley, CA 94028
Wednesday, February 16, 2011 – 7:30 p.m.
Council Chambers (Historic Schoolhouse)

AGENDA

Call to Order, Roll Call

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

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-211, 20 and 30 Toro Court, Mills-Johnston
2. Follow-up to Special February 1, 2011 Site Meeting with the ASCC – *Preliminary Review of Proposal for Multipurpose Field Artificial Turf Refurbishment*, 302 Portola Road, Woodside Priory CUP X7D-30
3. Continued *Preliminary Review* – Proposed Subdivision X6D-210 and Planned Unit Development (PUD) X7D-171, 1260 Westridge Drive, Shorenstein Realty
4. Continued Study Session – Review of Proposed Amendments to the Conservation Element, Open Space Element and Recreation Element of the Portola Valley General Plan

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: February 2, 2011

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).

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

Date: February 11, 2011

CheyAnne Brown
Planning & Building Assistant

TOWN COUNCIL WEEKLY DIGEST

Friday – February 18, 2011

-
- 1. Letter to The Honorable Jerry Hill from Mayor Ted Driscoll regarding assistance in obtaining a legislative extension of grant funds – February 14, 2011
 - 2. Letter to Redwood City Planning, Housing and Economic Development Department from Mayor Ted Driscoll regarding “Saltworks” Project Scoping Comments, SCH#2010102016 – January 26, 2011
 - 3. Memorandum to Mayor and Members of the Town Council from Janet McDougall regarding San Mateo County Chamber of Commerce Diversity Awards – February 18, 2011
 - 4. Notice of Cancellation of the Parks and Recreation Committee Meeting scheduled for Monday, February 21, 2011
 - 5. Notice of Cancellation of the Sustainability Committee Meeting scheduled for Monday, February 21, 2011
 - 6. Agenda – Special Parks & Recreation Committee Meeting – Thursday, February 17, 2011
 - 7. Agenda – Conservation Committee Meeting – Tuesday, February 22, 2011

Attached Separates (Council Only)

- 1. Invitation to celebrate the 2011 honorees of the San Mateo County Women’s Hall of Fame on Thursday, March 24, 2011
- 2. San Mateo County Mosquito and Vector Control’s “Entomology Report” – January 2011
- 3. League of Women Voters of the Bay Area Education Fund’s “Bay Area Monitor” – February/March 2011
- 4. Estuary News – February 2011

TOWN of PORTOLA VALLEY

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

February 14, 2011

The Honorable Jerry Hill
California State Assembly Member
District 19
1528 S. El Camino Real
Suite 302
San Mateo, CA 94402

Re: Request for Appropriation Anew - \$232,212 – Local Assistance, Department of Parks & Recreation, California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Bond Fund

Dear Assemblyman Hill:

I am writing to request your assistance in obtaining a legislative extension of grant funds in the amount of \$232,212, to allow the Town of Portola Valley to complete refurbishment of Ford Field, our local baseball field. The refurbishment project is necessary because the age and condition of the infrastructure may present safety concerns for field users.

The Town has been eligible for \$220,000 in Per Capita funds and an additional \$12,212 in Roberti-Z'berg Harris grants, for a total of \$232,212. Both of these funding sources are set to expire June 30, 2011.

I would like to offer some background concerning this request.

The Town received the enclosed correspondence dated December 29, 2008 and attached as Exhibit "A", indicating that due to ongoing state budget crisis, the bond funds were frozen. Much later, in response to news that the funds were again being made available, our staff contacted state parks and recreation staff, and were advised it was extremely likely that the grant funds would be extended beyond the June 30, 2011 expiration, since they had been approved by voters for parks and recreation purposes, but had been frozen and were therefore unavailable for a period of time.

With the news that the funds were once again available, the Town submitted applications for the funding and received approval for both grants on September 27, 2010. Copies of the two grant approval letters are attached as Exhibits "B" and "C".

Upon receipt of the news that the grant applications had been approved, the Town immediately began to fast-track the design/approval process for the project to ensure its completion by December 31, 2011 to meet the June 30, 2012 deadline we believed to be in place. Approximately two months after learning our grant applications had been

Page 2

The Honorable Jerry Hill
February 14, 2011

approved, staff contacted the state and requested a letter or other documentation indicating that the funds had indeed been extended to 2012, since we had received only verbal assurances at that point. Our staff was told that no such assurance could be provided and any extension would require legislative action.

While we recognize that the state's budget crisis presents very real challenges for you and all members of the state legislature, the on-again, off-again nature of this funding has created significant frustration and additional work, not only for our staff, but also the members of our citizen committees, such as Parks & Recreation, the Planning Commission, and others.

Finally, the Portola Valley community has developed a great deal of enthusiasm for the Ford Field project, and without this grant funding the entire project will be placed in jeopardy.

Staff of the state has provided us with the enclosed Proposed Appropriation Anew Language, attached as Exhibit "D". It is our understanding that this must be introduced into the Legislature in order to obtain an extension of the grant funds for which our project has been approved. We are requesting that you take whatever steps are necessary to secure legislative approval of an extension to allow us to take advantage of this vote-approved funding source.

I want you to know that we recognize the magnitude of the budget constraints the state is now facing, and your work to develop an appropriate budget is daunting. Nevertheless, we ask that you consider the voter's intent when this bond measure was approved, and make these funds available for this important parks and recreation project in accordance with the voter's wishes.

If you need any further information or would like to discuss this issue, please don't hesitate to contact me at tdriscoll@portolavalley.net

Best regards,



Ted Driscoll
Mayor

Enclosures



TOWN OF PORTOLA VALLEY

December 29, 2008

JAN 05 2009

To: Grantees with Active Contracts

RECEIVED

If you are receiving this letter it means that you have an active contract with State Parks' Office of Grants and Local Services (OGALS). As you may have recently heard, the Pooled Money Investment Board voted on December 17 to freeze all bond-related payments, including those funded out of Propositions 12 and 40. Another Board meeting will convene in early January 2009 to further address the issue.

The Department of Finance has advised us to request that you immediately:

1. Suspend all bond-funded projects unless you can continue the project with non-state funding sources, such as private, local or federal funds.
2. Cease entering into any new construction, grants, loans or other agreements that commit the expenditure of bond funds
3. Notify your Project Officer regarding any project, which you cannot continue with non-state funding sources, and which if suspended, will subject you to unacceptable legal liability, fines or penalties. Such projects will be reviewed on a case-by-case basis by the Department of Finance to determine if continued funding is appropriate or feasible.

The severity of this action reflects the enormity of the current budget crisis and until the issue is resolved, we unfortunately are unable to indicate when or if disbursements will resume. We regret the hardship this places on our grantees and hope for a quick solution to ensure the successful completion of your projects.

During this period OGALS will continue to process your payment requests and submit them to State Parks' Accounting Office, where they will be held until we receive notice that the freeze on payments has been lifted. Once that occurs, the Accounting Office will forward pending payment requests to the State Controller's Office. If you have questions about the status of any payment currently pending with our office, please contact your Project Officer.

I recognize that this raises issues regarding Proposition 12 contracts scheduled to liquidate on June 30, 2009. At this time we don't know how these issues will be resolved, though we will make every effort to ensure the successful completion of these projects. I also understand that this message brings with it many unanswered questions, please know that we will provide additional information as soon as it becomes available.

Please note that the restrictions described above do not apply to projects funded by the Recreational Trails Program, the Habitat Conservation Fund or the Land and Water Conservation Fund.

Sincerely,

Sedrick Mitchell
Deputy Director

EXHIBIT "B"



State of California • Natural Resources Agency

Arnold Schwarzenegger, Governor

 DEPARTMENT OF PARKS AND RECREATION • P.O. Box 942896 • Sacramento, CA 94296-0001 Ruth Coleman, Director
 916-653-7423

September 27, 2010

TOWN OF PORTOLA VALLEY

 Janet McDougal
 Assistant Town Administrator
 Town of Portola Valley
 765 Portola Road
 Portola Valley, CA 94028

SEP 30 2010

RECEIVED

Dear Ms. Janet McDougall,

Re:	Project Name:	Ford Baseball Field Renovation
	Program:	2002 Resources Bond Act
	Project Number:	RZ-41-074
	Requested Grant Amount:	\$12,212

This letter acknowledges receipt of your application for the above referenced project. The application is complete. You may proceed with the project. Based on the application you submitted, the following is a description of the expected results from this grant:

A development project to renovate an existing baseball field in the Town of Portola.

Please let me know if this does not agree with your understanding of the project. Please remember that you must comply with all applicable state and federal laws and regulations including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and the laws and codes pertaining to individuals with disabilities.

Refer to your procedural guide for grant process information.

If you have any questions, please contact me at (916) 651-8579 or email me at avent@parks.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Albert Ventura".

 Albert Ventura
 Project Officer



September 27, 2010

Janet McDougal
Assistant Town Administrator
Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

Dear Ms. Janet McDougall,

Re:	Project Name:	Ford Baseball Field Renovation
	Program:	2002 Resources Bond Act
	Project Number:	02-41-043
	Requested Grant Amount:	\$220,000

This letter acknowledges receipt of your application for the above referenced project. The application is complete. You may proceed with the project. Based on the application you submitted, the following is a description of the expected results from this grant:

A development project to renovate an existing baseball field in the Town of Portola.

Please let me know if this does not agree with your understanding of the project. Please remember that you must comply with all applicable state and federal laws and regulations including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and the laws and codes pertaining to individuals with disabilities.

Refer to your procedural guide for grant process information.

If you have any questions, please contact me at (916) 651-8579 or email me at avent@parks.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Albert Ventura".

Albert Ventura
Project Officer

**PROPOSED APPROPRIATION ANEW LANGUAGE
TOWN OF PORTOLA VALLEY
FISCAL YEAR 2011/12**

**This proposed language is to be requested for use
in the Budget Act of 2011, FY 2011/12:**

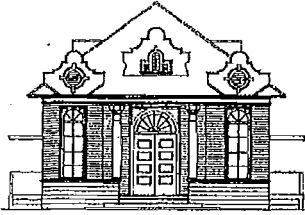
**3790-101-6029—For local assistance, Department of Parks and
Recreation, payable from the California Clean Water, Clean Air,
Safe-Neighborhood Parks, and Coastal Protection Bond
Fund..... \$232,212**

Schedule:

**(1) 80.25-Recreational Grants..... \$232,212
 (a) Per Capita.....(\$220,000)
 (b) Roberti-Z'berg Harris Grants.....(\$12,212)**

Provisions:

- 1. The amounts displayed in this item represent the balances as of December 31, 2010. The Director of Finance may adjust these amounts to account for expenditures made prior to July 1, 2011.**
- 2. Funds appropriated in Schedule (1)(a) shall be available for a grant to the Town of Portola Valley and shall be allocated consistent with the balance available at time of reversion of Schedule (1)(a) of Item 3790-101-6029, Budget Act of 2003 (Ch. 157, Stats. 2003), and as allocated pursuant to the provisions of the Per Capita Grants at the time of the original appropriation.**
- 3. Funds appropriated in Schedule (1)(b) shall be available for a grant to the Town of Portola Valley and shall be allocated consistent with the balance available at time of reversion of Schedule (1)(b) of Item 3790-101-6029, Budget Act of 2003 (Ch. 157, Stats. 2003), and as allocated pursuant to the provisions of the Roberti-Z'berg Harris Grants at the time of the original appropriation.**



Town of Portola Valley

765 Portola Road
Portola Valley, CA 94028
(650) 851-1700

January 26, 2011

Redwood City Planning, Housing and Economic Development Department
Attn: Blake Lyon, Senior Planner
1017 Middlefield Road
Redwood City, CA 94063

Subject: "Saltworks" Project Scoping Comments, SCH#2010102016

Dear Mr. Lyon:

The Portola Valley Town Council and the citizens of the community thank the Redwood City City Council and its staff for providing us with the opportunity to become more informed on the "Saltworks" project. The October 2010 Notice of Preparation (NOP) and Initial Study and outreach efforts made by City representatives, particularly by you and City Council members, have assisted us in better understanding the status of the proposal and City processing of it. The following comments are provided based on what we currently know about the project and our extreme concerns over the potential for impacts it could have on San Francisco Bay and the greater region. As the project details and additional environmental analysis are developed, we intend to stay informed and to offer additional input.

We want to thank you again for the time you spent on November 19, 2010 meeting with members of our staff and Council member Maryann Derwin to update us on the project and clarify some of the initial study data. Further, our then Mayor, Steve Toben, and myself had the opportunity to meet on December 3, 2010 with your Mayor Jeff Ira and Vice Mayor Alicia Aguirre to discuss the proposal and particularly some of the challenges facing Redwood City, including flooding along the bayfront and lack of funding to restore the Cargill wetlands without a private source of capital. The input from these meetings has been seriously considered as we have formulated comments on this first "Notice of Preparation" and initial study document. Further, we have considered specific input from Town citizens, as described later in this letter, and concerns raised by numerous other agencies and officials over the past several months on the project, much of which is contained on your "Saltworks" website.

Overview of Portola Valley Comments and Environmental Concerns

Portola Valley takes a cautious role in commenting on land use and planning activities in its neighboring communities and respects the burdens decision makers face in dealing with their unique conditions. There are times, however, where the potential impacts of a proposal are so far reaching, with significant regional consequences, and require so many public concessions that it is impossible to not raise strong objections and concerns. The Saltworks project is certainly one of these proposals and this is underscored by the scope of regional citizen and official reaction that your City has already received in response to the NOP. The public controversy that is now well documented makes it critical that the environmental review process be complete, thorough and factual. It should provide a clear basis for ensuring the most environmentally appropriate alternative is defined even if that alternative is not the one desired by the project proponents.

To help place our comments in perspective, it is important to understand that from its incorporation, Portola Valley has carefully considered its regional place in its land use decision-making. In particular, it views the Town's hillsides of the Santa Cruz Mountains as a regional resource and has worked with area citizens, within and outside of the Town, to protect these hillsides, including Windy Hill, due to their visual and open space importance to the greater region. The east facing slopes of these hillsides, and the San Andreas Fault Zone at their base, in particular, help set the limits to development and the open space framework for the Bay area as does the San Francisco Bay and the Bay wetlands. These are unique features that establish the environmental character of the region and make the Bay Area the special and attractive place it is to raise families and live, work and play, as well as do business.

To protect the hillsides, Portola Valley has carefully crafted its general plan and land use regulations and pursued other efforts that have resulted in much of this Bay region "visual backdrop" to now be in the public hands of the Mid-Peninsula Regional Open Space District. The physical constraints and natural resources of these lands have been continually recognized in the town's planning efforts, and Windy Hill stands out as an open space landmark in the Midpeninsula and greater region.

To underscore the town's efforts, it is noted that prior to incorporation San Mateo County plans for the town's western hillside contemplated significant residential development at many times the density now possible, especially with the scope of lands now committed to public open space. The plans did not recognize the full range of environmental constraints or open space sensitivities accounted for in current town plans and regulations. Not only did the town's planning efforts significantly reduce potential development, but also directed any new development to areas where environmental conflicts would be avoided. This required significant planning efforts on the part of the town. These efforts reduced potential property tax revenues from what would have been possible with the higher density allowed for by county plans, but also avoided the public costs for services, including emergency response, that would be associated with development on unstable slopes and within the San Andreas Fault zone environment. More importantly, the efforts were successful in preserving the lands for open space that now benefits the region.

The environmental sensitivity and significance of the Saltworks lands to the Bay and the region is at least of similar importance as the Fault zone and slopes of the Santa Cruz Mountains. These Bay lands deserve similar public efforts for permanent protection. The

scope of existing local and regional land use planning provisions and zoning regulations that must be changed to accommodate the DMB Associates/Cargill proposal to convert sensitive lands is unprecedented relative to contemporary land use actions.

There is no question that the filling and loss of sensitive Bay lands will cause potential for significant impacts that conflict with both state and regional policies and the general plan and zoning provisions in Redwood City. It is difficult to understand, based on your initial study alone, how any benefits from changing the local land use provisions to allow for this project could outweigh the impacts that are clearly evident even at this early stage of project discussion.

The October 2010 NOP and initial study recognize the potential for impacts with almost checklist items identified as having a "potentially significant impact," including all "Mandatory Findings of Significance" (Section 7.18). Further, your environmental documents set forth a fairly complicated process with two NOP and scoping periods. It is hoped that the project will be refined prior to the second scoping period to reduce the number of "potential significant impacts" and be more consistent with current City plans and regulations as well as regional and state objectives for protection of San Francisco Bay.

Portola Valley Community Input and Town Council Resolution No. 2512-2011

During the course of Portola Valley consideration of the October 2010 NOP, the town council received significant community input and, in light of initial comments and concerns, conducted a work session with citizens on December 1, 2010. The written communications we have received are transmitted with this letter. Additionally, a number of local residents attended the December 1st afternoon work session, and the consensus of input from this was that the project should not proceed and that the salt ponds should be restored and included in the Don Edwards National Wildlife Refuge. The comments offered at the December 1st meeting are very similar to those set forth in the written communications provided with this letter and/or the specific comments offered below.

As a result of the foregoing, the Portola Valley Town Council did, on December 8, 2010, adopt a resolution that was modified on January 26, 2011 relative to the project. The attached Resolution No. 2512-2011, not only states concerns with the project and potential environmental impacts, but also declares that the 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."

This resolution clearly reflects the input we have received from our citizens, many of whom have worked extensively to protect not only the regional resources in Portola Valley but also the Bay, Coast, and other natural resources in California and beyond.

When adopting the resolution, Portola Valley Council members again expressed appreciation for the burdens Redwood City decision-makers face with the flooding and other environmental issues in the salt ponds area. Members offered that if the town can provide any input with respect to the efforts it made relative to open space preservation of its hillsides, it would be pleased to do so.

Specific Comments in response to the NOP

While the attached resolution provides the Town's overriding position on the Saltworks project, the following specific comments are offered on the NOP/Initial Study and underscore those presented above. Additional and more specific comments will be offered during the second NOP process assuming Redwood City decides to continue consideration of the Saltworks proposals. At the same time, as our resolution states, it is hoped that provisions in Section 15270(b) of CEQA will be exercised to conclude a "quick disapproval" of the project on the environmental grounds that it should not be approved in any form resembling the current plans.

The following comments recognize that the NOP and Initial Study already characterize most aspects of the project, including proposed traffic and transportation conditions, as having "potential for significant impact" and anticipate that the second NOP and the EIR/EIS efforts will fully pursue evaluations leading to alternatives which substantially reduce potential for these "significant impacts."

1. **Unprecedented Scope of Project.** The San Francisco Bay and its sensitive bay lands are viewed as a State public resource and protection and restoration is critical to the health of the Bay. Significant progress has been made, particularly since the adoption of CEQA regulations in the early 1970's, to protect and enhance the health of the Bay. This proposal, if authorized in anything like its current form, will set a contemporary precedent for a different view of the bay lands environment, i.e., that it can be traded, at least in part, for development. Any environmental impact report (EIR/EIS) needs to fully consider the precedent setting impacts of any such approval relative to the authorizations of the various and numerous agencies involved and also the growth inducing impacts for other, similar salt pond, Bay land areas. The far-reaching, growth inducing precedents and related potential impacts on Bay health could be overwhelming and should be fully understood by Redwood City and *all* responsible agencies before any action is considered to authorize the project or any portion of it.
2. **Public controversy, burdens for public tracking and comment.** The significant public controversy on "Saltworks" is already well established for the record. Further, the defined NOP/EIR/EIS process will extend the public review and tracking timeline likely over a period of a number of years. This was confirmed in your comments at the November 19, 2010 meeting with our staff and officials where you suggested that the environmental review process would likely extend over at least a five-year period, and this timeframe could be extended with legal challenges.

Given the scope of public concern, considerable resources in other communities will need to be expended over the review timeline to keep informed of and comment on the project. This burden would be considerably reduced if the project were appropriately modified to respond to comments before any second NOP period.

Again, we appreciate the outreach efforts of Redwood City. Nonetheless, considerable effort and commitment of public resources by other agencies and communities will be needed during a time when such resources are scarce. The work of your staff is being compensated by the developer, but there are no funds to offset the costs to other concerned communities and agencies that don't have direct responsibility for actions on the project. Adjusting the project to address identified regionally impacting

environmental concerns is, therefore, essential to minimizing the time and cost other non-responsible agencies will need to commit to this process.

3. **Emergency response.** Initial Study Section 7.8, Hazards and Hazardous Materials, item g) concludes that the project would have no potential impact on an adopted emergency response plan or emergency evacuation plan. We seriously question this conclusion, and any EIR/EIS document needs to fully evaluate potential impacts relative to emergency response.

The initial study points out that the proposed development would be protected by what is now estimated to be a 300-foot wide, 10 to 14-foot high levee system that is in an area subject to natural hazards including flooding and strong seismic forces. The initial study also finds that essentially all geologic factors associated with the site and project have potential for significant impacts (Section 7.6). These include fault rupture, ground shaking and liquefaction.

The following proposed uses would be placed in this potentially significant hazardous setting, to be protected by the planned levee system:

- 8,000 to 12,000 dwelling units (including 19 acres of high density residential)
- 32,000+ residents
- 1,000,000 sf of new office space with attendant worker population
- 140,000 sf of neighborhood mixed-use space with attendant workers and shoppers
- Four (4) new elementary schools and one middle school with attendant teachers and staff
- 15,000 sf library with patrons and staff
- Public facilities plant (on site waste water treatment) and fire station
- Place of worship
- Recreational and cultural facilities including, 4-H Club, education center, boating center and "research center"
- Necessary roads and utility lines (gas, electric, water, etc.)

In the event of a major disaster, it is highly unlikely that the staffing of one fire station would be adequate to provide emergency response needs for the project. If the disaster were a major seismic event with significant ground shaking that caused a breach of the levee and/or utility distribution systems (gas and water mains), the emergency response needed for the project area would be significant and would require services from well beyond the area. The response needs could well be extraordinary and could potentially divert emergency response teams from other areas needing assistance. The EIR/EIS must evaluate emergency response requirements and the impacts these would have on the existing plans of the critical response agencies, particularly public agencies. With a major earthquake, it is likely that all agencies would be "stretched," and this underscores the risk that is being considered in placing such a new community in what the initial study acknowledges is a significant natural hazard area.

Based on disaster response analysis, mitigations should be identified to ensure that this development would not cause extraordinary emergency response demands. If this is not possible, then project alternatives not requiring development in such sensitive and risky

areas need to be identified and pursued. Otherwise, the proposal could be exposing the region to New Orleans/Katrina-like disaster.

In any case, any project review should ensure that the costs for protection of the project and proposed improvements and restoration after a natural disaster do not become a public burden, as it is likely that such burden would fall well beyond the borders of the project or City. (Others have also raised concern about the ability to obtain private insurance for development in this setting. The insurance consequences need to be fully evaluated and understood so, again, the burden does not fall on the public.)

4. **Water supply.** As we understand the current proposal, potable water supply would be from unique agreements that would provide project water for up to 70 years. These agreements would be linked to transfer of water rights from Kern County and, as the initial study notes, "may require infrastructure improvements necessary to facilitate transfer." These "improvements" and potential impacts of the construction of the "improvements" need to be defined and analyzed. Further, uncertainty of longer-term water supply and potential impacts relative to possible future demand on local water supply resources need to be fully evaluated. It is conceivable that without longer-term assurance of water supply, the project could significantly impact water resources now identified or anticipated to meet other local areas' needs and this could also impact emergency response plans. There should be options to ensure that water supply will be actually guaranteed in a dependable way for the longer-term and that burdens are not left for future resolution. In addition, the potential for secondary impacts on water resources diverted from other areas, as a result of any proposed agreements, should be considered in the environmental review process.
5. **Flood control and levee system design criteria.** The proposed flood control and levee system is intended to deal with current flooding problems and also anticipate rising sea levels as a result of global warming (Section 7.6 of the initial study). Many comments have raised issue with the adequacy of the design relative to criteria used for sea level estimates and also for depending on such a system to ensure the safety of proposed new area occupants and development from flooding. The environmental analysis needs to clearly and fully anticipate the substantial potential impacts that come from rising sea levels, increased rainfalls, and a major earthquake and ensure that the levee and flood control systems can withstand the combination of events and conditions that clearly seem possible. Further, the USGS has recently identified the potential for a super storm and this should be considered in the environmental analysis. While it may be possible to characterize engineering responses to accommodate the worst-case scenarios, the impacts of such engineering solutions/construction need to be properly evaluated to determine if the mitigations themselves add to the destruction of the Bay environment and health.
6. **Construction impacts.** The initial study correctly identifies significant potential for construction impacts over at least a 30-year period. These include initial noise, vibration, traffic, and air and water quality impacts associated with the massive grading operations to construct the site and levee system and extend to, for example, noise from the use of pile drivers to support foundation systems and other improvements expected to continue over a 20-30-year period. These construction impacts, while recognized, need to be fully evaluated and appreciated as the construction work will also be exposed to risks from earth movement and flooding, and a natural disaster could occur during the

levee construction process that could have potential for major impacts on the Bay lands and water quality.

7. **Land use and Planning impacts (Initial Study Section 7.10).** The initial study identifies significant potential for potential land use impacts including those associated with traffic and transportation. The study concludes, however, that the project would not "divide an established community," but does proceed to identify significant potential impacts associated with land use plans and zoning as well as habitat conservation plans. In particular, the initial study notes that the project site is identified as "Salt Pond, Managed Wetland" in the BCDC Bay Plan and that a "major permit" from BCDC appears to be needed. The initial study comments go on to discuss identified concerns over incompatible land uses if the project were to proceed, as well as traffic impacts.

From a more regional perspective and based on the initial study comments, while the project may not divide an established development, e.g., the mobile home community referenced, it would extend development beyond current urban limits, including attendant traffic, and could impact the cohesiveness of existing communities. Thus, any EIR/EIS analysis should consider the potential impacts on the cohesiveness and quality of the greater community as a result of extending development as proposed.

To be clear, this is not an "in-fill" development and does not concentrate development along existing transportation corridors. The potential impacts and consequences of the proposed mitigation measures needed to extend development as planned need to be fully reviewed, evaluated and appreciated.

8. **New Town and Housing concepts and alternatives for concentration of development along transportation corridors.** The proposed 50/50 project has been characterized by the applicant as the best way to restore 50% of the 1,436 project acres as wetlands. As noted above, and in the comments from Portola Valley citizens, the environmental costs for this 50% wetlands contribution are considered inappropriate and excessive. The efforts to achieve protection from natural hazards for the proposed new residences and improvements will be extraordinary at a minimum and have yet to be shown to be consistent with ensuring the health of the Bay and Bay lands environment.

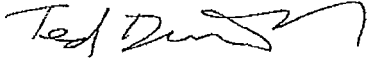
The environmental analysis needs to fully consider project alternatives that concentrate new development along the established transportation corridors, particularly the CalTrain line. Potential for intensifying development along the corridor needs to be fully evaluated as does the potential for addressing housing needs without the requirement to fill the Bay lands. Further, alternatives to achieving existing land use plans, including those of the BCDC need to be explored, including options for bay lands restoration and protection as permanent open space.

Thank you again for the opportunity to comment on the NOP and Initial Study. We know the City faces a huge decision-making burden with this project and hope that, prior to release of the second NOP, the project can be substantially refined or modified to avoid many of the concerns that surround the current project description. At this point, Portola Valley must conclude that the potential environmental consequences of the project are so significant, even as currently understood, to respectfully ask Redwood City to consider actions it could take to not pursue the project further. If this is not possible, we again appreciate your willingness to carefully and fully respond to the all the comments you have received on the

Mr. Blake Lyon, Senior Planner, "Saltworks" Project Comments, January 26, 2011 . Page 8

first NOP/Initial Study effort and would look forward to the opportunity to continue to be informed of and comment on the project as processing proceeds.

Respectfully yours,



Ted Driscoll,
Mayor

Attach.

cc. Mayor Ira, and member of the Redwood City City Council
Angela Howard, Town Manager
Sandy Sloan, Town Attorney
Tom Vlastic, Town Planner
Leslie Lambert, Planning Manager

RESOLUTION NO. 2512-2011

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 sought to repair and protect 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;

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

WHEREAS, Section 15270(b) of the California Environmental Quality Act permits a public agency to conduct an initial screening of a proposed development project for quick disapproval prior to the initiation of the CEQA process where the agency can determine that the project cannot be approved; and

WHEREAS, the Notice of Preparation for the proposed DMB Redwood City Saltworks project dated October 12, 2010 reveals the project to be so patently flawed on environmental grounds that it cannot be approved in any form resembling the proposal;

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 opposed to 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. Request that Redwood City determine that the project cannot be approved and deny the application.
5. Oppose the proposed project as described in the Notice of Preparation and Initial Study and requests 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 26th day of January 2011 by the following vote of the members thereof:

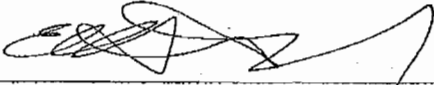
This Resolution hereby supersedes and replaces Resolution 2509-2010 adopted on December 8, 2010.

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

NOES: None

ABSENT: None

ASTAIN: None



Mayor of the Town of Portola Valley

ATTEST:



Clerk of the Town of Portola Valley



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Janet McDougall, Assistant Town Manager

DATE: February 18, 2011

RE: San Mateo County Chamber of Commerce Diversity Awards

At its January 19, 2011 meeting, the Town Council directed staff to post a notice on the Town's website and the PV Forum that the Town is seeking assistance in identifying an individual to be recognized in connection with their efforts toward advancing cultural diversity within the community.

Staff has made the postings, but no suggestions have been received to date. The deadline for submittals is March 1st, however, in light of the lack of response, it may be wise for Councilmembers to begin to consider who might be a good candidate to be honored at the Diversity Awards ceremony later this spring.



Parks & Recreation Committee
Notice of Cancellation
Monday, February 21, 2011

PARKS AND RECREATION COMMITTEE MEETING

NOTICE OF CANCELLATION

Monday, February 21, 2011

The Parks and Recreation Committee meeting regularly scheduled for Monday, February 21, 2011 has been cancelled.

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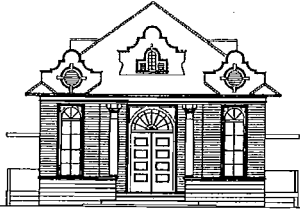
Sustainability Committee
Notice of Cancellation
Monday, February 21, 2011

SUSTAINABILITY COMMITTEE MEETING

NOTICE OF CANCELLATION

Monday, February 21, 2011

The Sustainability Committee meeting regularly scheduled for Monday, February 21, 2011 has been cancelled.

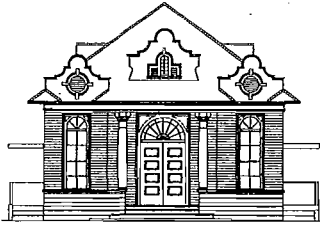


Town of Portola Valley
Special Parks & Recreation Committee Meeting
Thursday, February 17, 2011 – 7:30 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications (*5 minutes*)
Persons wishing to address the Committee on any subject, not on the agenda, may do so now. Please note however, the Committee is not able to undertake extended discussion or action tonight on items not on the agenda. *Two minutes per person.*
3. Approval of Minutes: October 18, 2010 (*5 minutes*)
4. Reports from Staff and Council (*5 minutes*)
5. Tennis Program (*10 minutes*)
6. Ford Field Renovation and Little League Storage (*30 minutes*)
7. Zots to Tots Planning (*30 minutes*)
8. Adjournment

Minutes of the October 18, 2010 meeting will be distributed at the meeting



TOWN OF PORTOLA VALLEY
Conservation Committee
Tuesday, February 22, 2011 - 8:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. **Call to Order**
2. **Oral Communications**
3. **Approval of Minutes** – January 25, 2011
4. **Old Business**
 - A. Update from website subcommittee and doc subcommittee
 - B. Update Town Open Space parcel management/owners
 - Shady trail parcel / access chain / restoration
 - Regular checks on use and condition
 - C. Tip of the month
 - D. Schedule of Events 2011 / Earthday / Broompull / Sempervirens
 - E. Weeding checklist / Heiple
 - F. Dengler Nature Trail
 - G. 9 Redberry / Replanting of oaks
 - H. 1260 Westridge / site visit report
 - I. Clearing requirement subcommittee / draft document
5. **New Business**
 - A. C1 trail project
 - B. Portola Road view shed
 - C. Town panel event / habitat protection vs. fire clearance
 - D. Site permits
 - 55 Golden oak
 - E. Tree permits
 - 220 Golden Hills
6. **Announcements**
7. **Adjournment**