

TOWN COUNCIL MEETING NO. 809, FEBRUARY 23, 2011

Mayor Driscoll called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance. Ms. Howard called the roll.

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

Absent: Councilmember John Richards

Others: Angela Howard, Town Manager
Janet McDougall, Assistant Town Manager
Sharon Hanlon, Town Clerk
Sandy Sloan, Town Attorney
Howard Young, Public Works Director

ORAL COMMUNICATIONS

None

CONSENT AGENDA [7:31 p.m.]

- (1) Approval of Minutes of Town Council Meeting of January 26, 2011 [*removed from Consent Agenda*]
- (2) Ratification of Warrant List of February 9, 2011 in the amount of \$111,978.22
- (3) Ratification of Warrant List of February 23, 2011 in the amount of \$70,325.05
- (4) Recommendation by Assistant Town Manager – Approval of Amended Claim
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving the Claim of Sarah Lamb (Resolution No. 2514-2011)

By motion of Vice Mayor Derwin, seconded by Councilmember Toben, the Consent Agenda (Items 2, 3 and 4) was approved with the following roll call vote:

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

No: None

REGULAR AGENDA [7:33 p.m.]

- (1) Approval of Minutes of Town Council Meeting of January 26, 2011

Mayor Driscoll and Councilmember Toben submitted changes to the minutes of the January 26, 2011 meeting. By motion and second, the minutes were approved as amended by a vote of 4-0.

- (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

- (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. 2515-2011)

Mr. Young indicated that the Town Council's approval of a set of plans included a fabricated metal pedestrian bridge, but a wooden structure that fits Portola Valley's rural character better will be used instead. It will be made of Forest Stewardship Council Certified (FSC) wood, which meets the Town's environmentally preferable purchasing policies. FSC wood would add a bit of time to the schedule because it must be ordered further in advance than the alternative, but the schedule can accommodate the longer lead time. Should any delays occur, however, the bridge would use wood that is more readily available.

Councilmember Toben asked whether ASCC review is appropriate in this instance. Mr. Young said that although both the Planning Commission and the ASCC reviewed the original plans, the Town Council approved the final plans without further review. Still, he added, he shared copies of the bridge design with Town Planner Tom Vlastic, Trails and Paths Committee Chair Susan Gold, and a neighbor across the street, none of whom had issues with it.

In response to a question from Councilmember Wengert, Mr. Young said the project is expected to go out bid in March 2011, and although not all permits have been issued yet, they hope to start construction on June 15, 2011. That's the earliest the California Department of Fish & Game will allow entry into the creek area. It's about a five-month project.

Councilmember Toben moved that the Town Council adopt a resolution authorizing the Town Manager to enter into an agreement with Western Wood Structure Designs for the design, build, supply, and installation of the proposed pedestrian bridge for the Alpine Road C-1 Trail per staff's memorandum of February 23, 2011. Councilmember Wengert seconded, and the motion passed 4-0.

- (6) Recommendation by Public Works Director – FY 2010/2011 Annual Street Resurfacing Project

Mr. Young reported that design is finished for resurfacing portions of Alpine Road between Ladera and Ford Field and the Glen Oaks Equestrian Center, Horseshoe Bend, Meadowood Drive, Sandstone, Fremontia, Deer Park Lane, Sunhill and Saddleback Drive, all at an estimated cost of \$665,000, including contingency. A total of \$700,000 was budgeted. Mr. Young asked that the Town Council adopt a resolution approving the plans and specifications for the project and calling for sealed bids, and to authorize the Town Manager to award the project to the lowest responsible bidder, with a contract and change order total not to exceed \$700,000. If bids come in lower than the budgeted amount, the authorization would also enable the Town Manager to add to the scope of the project to reach \$700,000.

In response to a question from Vice Mayor Derwin, Ms. Howard indicated that funding comes from a combination of sources, including Measure A (Fund 60), General Fund, gas taxes and road construction fees collected in the past.

As for the schedule, Mr. Young said the project would be out to bid for a month, with construction on Alpine Road beginning in April 2011. As he pointed out, a lot will be happening on Alpine Road. In response to Mayor Driscoll, Public Works will develop a traffic control/detour program as needed.

Vice Mayor Derwin moved to adopt a resolution approving the plans and specifications on the bids for the 2010-2011 resurfacing project. Councilmember Toben seconded, and the motion passed 4-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS [7:45 p.m.]

- (7) Discussion – Blues & BBQ

Vice Mayor Derwin said that she has been talking with people who have been responsible for Blues & BBQ as well as other people who have expressed concerns about the timing, the lack of volunteers and some other issues. Blues & BBQ is scheduled for September 18, 2011 this year, and the large party celebrating the Portola Valley School District's 150th anniversary is scheduled for the weekend of October 1-2, 2011. It will include a Saturday afternoon picnic, for which the Cultural Arts Committee may bring in some musical entertainment. Having two major events two weeks apart will make it even harder to find volunteers, and also may over-saturate the community.

Merchant fatigue is another issue, Vice Mayor Derwin continued, noting that merchants are solicited for auction donations for the school district's annual Gala, which will take place in May 2011. Blues & BBQ on its scheduled 2011 date would mean going to merchants for silent auction donations. The third and perhaps most important issue, Vice Mayor Derwin said, is that the Community Events Committee does not have enough volunteer help to run Blues & BBQ. With those issues on the table, she requested Council input regarding what to do about Blues & BBQ for 2011.

Councilmember Toben said that considering the situation, it seems very sensible to defer Blues & BBQ this year and concentrate our energy on making the school district's celebration spectacular. He said that most of those who were disappointed by the last cancellation of Blues & BBQ missed the opportunity for a community get-together, and the school district event clearly affords that opportunity while drawing people together around an important historical event.

Mayor Driscoll said what Councilmember Toben proposed works for this year, but some of the concerns involve ongoing issues. He suggested that the traditional combination of both a Town Picnic and Blues & BBQ over-taxes volunteer resources, and a possible solution to that is to consolidate Blues & BBQ and the Town Picnic into a single event.

Councilmember Wengert said that she doesn't yet have a feel for where the community's interests lie – not only in terms of Blues & BBQ and the Town Picnic, but Movie Nights, Music Nights, fundraisers, etc. – and would like to know that before making any longer-term decisions. She said that she considers it part of a bigger strategy. Mayor Driscoll suggested perhaps using a forum such as the Town newsletter to seek public opinions and try a bit of a survey to better identify community interests in such events. And also to get a sense about the community's willingness to help, Councilmember Wengert added.

Vice Mayor Derwin, who also serves as Town Council liaison to the Community Events Committee, said that she and some Committee members had dinner with some Cultural Arts Committee members, because the latter group has been trying to help the Community Events Committee. They discussed postcard surveys and using SurveyMonkey. Councilmember Wengert said that's the kind of input that she would like to see, and she said it's a great step forward to have the two groups work together.

Mayor Driscoll said that he wonders if the Town Council in some ways is abrogating its responsibilities by being proactive in supporting community events if survey input becomes the major driver. Vice Mayor Derwin observed that this is already happening to some extent, with the Cultural Arts Committee now organizing a Holiday Crafts Fair, Music Nights, etc. Mayor Driscoll stressed the importance of having an annual Town-wide event, and is concerned that a survey-driven approach might produce such a broad range of events that people want that no single event would emerge to fill that need. He said that the main event that celebrates the Town could "prime the pump" each year.

Councilmember Wengert agreed about the importance of providing leadership rather than just being reactive, but said that some fresh input and data would be helpful. She also pointed out that too many events burn out volunteers, so conservation of resources is appropriate.

Mayor Driscoll invited input from the audience.

Sue Crane said that in the "olden days" the one affair, the Town Picnic – a big event run by volunteers that drew many, many people – grew so big that Blues & BBQ was born. She said that other groups have

emerged for Astronomy Nights, Movie Nights, and so on. "What more could a Town want?" she asked. "It's beautiful." She said that it's Town-driven and will continue to be that way because people will attend only the events they want to attend. She said that she's been attending meetings about the school district's anniversary celebration, and says that it isn't just about the school but also the Town. She said that the idea of marrying the school celebration and the Town celebration is a wonderful thing. She said that the idea of the Cultural Arts Committee helping the Community Events Committee is also a good one.

Nancy Lund, as a founder of Blues & BBQ, said that she's worried that about the event being canceled for the second consecutive year, but without a Gala and big school district event, she hopes that the energy generated this year will reenergize Blues & BBQ for next year with a larger staff of volunteers. An important element, too, is Blues & BBQ as a fundraiser for open space.

In response to a question from Councilmember Wengert about the etiology of the school district's 150th anniversary celebration and the Town's role in it, Historic Resources Committee Chair Nancy Lund said that the Town's anniversary group is an ad hoc subcommittee. In terms of the school district's history, she explained that the San Mateo County Board of Supervisors authorized the creation of Searsville School in April of 1861, and when the dam went in, that school was demolished and the 1894 school was built on Andrew Hallidie property – still called Searsville School. When the Historic Schoolhouse was built in 1909, she continued, the name changed to the Portola School District, and in 1955, it evolved into Portola Valley School District. So there were three one-room schools. Sue Crane said that it gets more exciting every time she goes to a meeting, as multiple generations of students and teachers from the past are identified.

Councilmember Toben said that in all of these discussion, the "who pays?" question needs consideration. A lot of community involvement will depend on admission prices. Ms. Lund said they're thinking of no admission charge. People can either bring their own picnics or buy from vendor's onsite, so the event will be self-funded except for posters, banners, mailings, etc. She said they don't expect to raise money either – they just want it to be "a feel-good time." Mayor Driscoll suggested that it may be a good idea to bring the anniversary group under the aegis of the Community Events Committee, because it does have a small budget to cover expenses of the sort she described. Vice Mayor Derwin said that she spoke with Portola Valley School District Superintendent Tim Hanretty, who said that the district might be able to help out as well.

Sue Crane asked if the Cultural Arts Committee will be working with the Community Events Committee and needed money, could they go to the Town? Yes, Mayor Driscoll responded, also noting that as long as the Community Events Committee is comfortable with it and has not already committed its budget to something else, that money also is available to spend. He also pointed out that benefactors could write checks as donations to the Town through the Community Events Committee. Councilmember Wengert pointed out that the Community Events Committee has Blues & BBQ budgeted for 2010-2011, and Councilmember Toben added that budget planning season is beginning soon, when committees can submit requests to Ms. Howard, who in turn submits appropriate requests to the Town Council for consideration.

Mayor Driscoll suggested that the Town Council advise the Community Events Committee to merge Blues & BBQ with the school district celebration this year. Councilmembers all concurred.

Sue Crane asked how much the Town Council wants to know as plans gel for the celebration and how it wants to be informed. Mayor Driscoll said that would be handled through the liaison (Vice Mayor Derwin). Councilmember Wengert explained that typically the committee prepares a budget for each event, and to the extent the anniversary group can do so, it would be a good first step. Ms. Crane said that if the anniversary celebration proves successful, the people who work on it might form a "ready-made committee" to go back to Blues & BBQ.

(8) Discussion – Traffic Committee Charter [8:10 p.m.]

Mayor Driscoll said that he asked to have this item on the agenda because the Traffic Committee has dwindled down to two members. He explained that the Committee charter is authorized by ordinance which Mayor Driscoll presumes was drawn from some form. For instance, he said, the ordinance makes reference to titles that Portola Valley does not have in Town staff – such as Traffic Engineer – and has been on the books for years. He said that perhaps one of the reasons for the decline in membership is the fact that no major traffic controversies have emerged in recent years. Among the suggestions for what the Traffic Committee should do include redoubling efforts toward reconstituting the Committee or folding the Traffic Committee's responsibilities into another committee where there's some overlap, such as the Trails and Paths Committee or the Public Works Committee.

In response to Councilmember Wengert's inquiry about what the Traffic Committee has done in the past, Mayor Driscoll recalled a program to install plastic poles on the road to prevent traffic from cutting the corner at Cervantes Road and Shawnee Pass, near Ormondale Elementary School, and discussing whether two stop signs were needed there rather than just one. He also recalled the Traffic Committee's involvement in establishing crosswalks. The only current controversy that came to mind involves The Ranch being upset with the Corte Madera School traffic backup.

Councilmember Wengert said that what she's heard about concerns bicycle safety. After the accident at the Alpine Road intersection with I-280, she said three residents called her to ask what the Town was doing. On the issue of bicycle safety, Mayor Driscoll, noting that bicycle traffic probably has tripled or quadrupled over the last 10 years, said that he has already asked Mr. Young to begin collecting information about where there have been problems, and about how much leeway there is in widening roads. He said he plans also to reach out to the sheriff to find out about enforcement issues. Councilmember Wengert added that bicyclist/cars are increasingly parking along the right-of-way as well. Vice Mayor Derwin relayed an incident about a bicyclist who was hit by a motorist while turning right from Portola Road onto Westridge Drive. In response, Mayor Driscoll said that bicycle safety is indeed embedded in traffic issues, and he intends to have a major agenda item on the subject at the second Town Council meeting in April 2011. Hoping that the topic might raise the Traffic Committee's visibility and attract some new members, he also suggested holding off on the issue of the Traffic Committee's charter until after that meeting.

As Traffic Committee Chair Christopher Buja pointed out, the Safe Routes to School Coalition, which has been active as an ad hoc group focused on the crossroads of driving and bicycling with trails, may be another potential source of new members for the Traffic Committee. In response to Mayor Driscoll's question about the potential for folding the traffic group in with another committee, Mr. Buja said that the issues with the Traffic Committee are different enough from both the Public Works Committee and the Trails and Paths Committee that a separate Traffic Committee may still be warranted. He said that the committee would need a good communications line with the Public Works Department to secure necessary information about laws and regulations affecting the Town's traffic issues. He said that he and the other Traffic Committee member, Sonia Martinez, have had conversations with Mr. Young about adding bike lanes along Portola Road, which also might solve some of the parking issues around the trail head at the base of Windy Hill.

Mayor Driscoll returned to the issue of the Traffic Committee functioning under auspices of ordinance. Ms. Howard noted that the ordinance itself is outdated and barely relevant today, having been adopted in 1968. Most of what the ordinance covers, she said, has since been incorporated into the Public Works Director's job description. Mr. Buja pointed out, too, that the ordinance specifies membership of the Traffic Committee include a police department representative as an advisory member, but the Committee's only interaction in that regard has been the Town's contract with the San Mateo County Sheriff's Office. Mayor Driscoll said that the ordinance should be brought up to date and the Traffic Committee set up the same way as other committees. Ms. Sloan suggested that perhaps the entire ordinance should be repealed and a new, relevant one drafted to take its place. For now, the Council agreed that additional efforts will go toward attracting new members to serve on the Traffic Committee.

- (9) Appointment by Mayor – Request for appointment of member to the Community Events Committee [8:28 p.m.]

Mayor Driscoll requested a motion of concurrence with his appointment of Meghan Sweet to the Community Events Committee. Councilmember Toben moved to concur; Councilmember Wengert seconded and the motion carried 4-0.

- (10) Appointment by Mayor – Request for appointment of member to the Public Works Committee [8:29 p.m.]

Mayor Driscoll requested a motion of concurrence with his appointment of John Skadden to the Public Works Committee. Councilmember Wengert moved to concur; Councilmember Toben seconded and the motion carried 4-0.

- (11) Reports from Commission and Committee Liaisons [8:30 p.m.]

(a) Open Space Acquisition Advisory Committee

Councilmember Toben reported that the Open Space Acquisition Advisory Committee reviewed what should be the scope of its ability to use of open-space funds for items other than purchasing lands and/or conservation easements. The Committee discussed signage and modest improvements at proposed Nature Trail as one possible use of funds. While it is not appropriate to use this money for clearing brush, it may be appropriate to help fund periodic fire fuel mitigation measures. Other issues involving the Nature Trail concern the type of signage and how it should be used, legal access (because the roads in that area are bounded by private property rather than public right-of-way), and parking for trail users.

(b) Parks and Recreation Committee

At its recent meeting, the Parks and Recreation Committee expressed appreciation for the Town Council's approval to fund design drawings for Ford Field renovations despite the continuing uncertainty about State grant monies, Councilmember Toben reported. He said the Committee also discussed the fate of the storage lockers at Ford Field. The Alpine Little League's Tim Goode attended the meeting to ask if the Little League could have continued use of those lockers, but because the lockers intrude upon the new creek setback area, it may not be possible much longer to accommodate the storage needs of 60 Little League teams at Ford Field.

(c) Planning Commission

Councilmember Wengert said that on February 1, 2011, Planning Commissioners had a well-attended field meeting at The Priory to discuss its proposal to install artificial turf on a multipurpose field, with clearly some partisan feelings on both sides of the issue. The artificial turf issue was on the agenda for the Planning Commission's regular meeting of February 16, 2011, at which time she said that a very thoughtful discussion covered pros and cons of artificial turf that related to drainage, runoff and cleaning, as well as health-related issues and potential toxicity from runoff, particularly in terms of aquatic life. There also was considerable discussion around the matter of whether the project would require an Environmental Impact Report. Councilmember Toben said the final decision on the artificial turf matter should take into account the whole lifecycle of the material.

At its February 2, 2011 meeting, Councilmember Wengert reported, the Planning Commission approved a site development permit application on a project at 727 Westridge Drive, conducted a very thorough review of proposed changes to the Conservation Element, the Open Space Element and the Recreation Element of the General Plan, and confirmed the date for a special meeting for a preliminary review of a site development permit for 9 Redberry Ridge. In addition, Councilmember Wengert reported an interesting discussion about the Portola Valley Vineyards' winery concert series on Los Trancos Road. In addition to The Priory proposal, the Planning Commission's February 16, 2011 agenda also included a

lot-line adjustment application at 20 and 30 Toro Court (approved) and continued review of the proposed PUD for the Shorestein property at 1260 Westridge Drive.

(d) Public Works Committee

Councilmember Wengert reported that the Public Works Committee reviewed activities relating to Spring Down, Ford Field and the C-1 Trail. The Committee also conducted its annual prioritization of storm drain cleanings and discussed reviewing all valve shutoffs at Town Center.

(e) Nature and Science Committee

Councilmember Wengert reported that at the latest Nature and Science Committee meeting, Yvonne Tryce and Treena Joi discussed the February 2, 2011 San Mateo County Science, Mathematics and Technology Fair, at which Portola Valley youth were well-represented. On the agenda at the same meeting was George Comstock reporting on the radio-controlled flight day, which is scheduled for May 19, 2011. In addition, the Committee, which is working with the Trails and Paths Committee, Open Space Acquisition Advisory Committee and Conservation Committee on the Dengler Preserve Nature Trail, discussed trail markers that Andy Browne is making. They also talked about the March 12, 2011 nature walk that Committee member Paul Heiple will lead, the Insect Activity Day that Ms. Joi has tentatively scheduled for April 9, 2011, and the possibility of a star party in October 2011.

(f) Library JPA Governing Board

Vice Mayor Derwin reported that the Library JPA discussed finances at its recent meeting. Issues include a \$1 million shortfall in the 2011-2012 budget, the need for a balanced budget by FY2015-2016 and a potential loss of Educational Revenue Augmentation Fund (ERAF) money. Vice Mayor Derwin also reported that a public celebration for the new bookmobile is planned at 3:30 p.m. on March 5, 2011 at Pescadero Elementary School, and that new library cards are now available. She also said that many libraries in the JPA, including Atherton, Pacifica, San Carlos and Woodside, are working on renovations. Woodside's six-month closure probably will start in May 2011. JPA Library Services Director Anne-Marie Despain will be on leave until early June. Patrick Sweeney, from the East Palo Alto Library, will be covering the Portola Valley Library. Vice Mayor Derwin said that East Palo Alto is the only library in the JPA with no Friends association, and one of the Portola Valley Library Friends has since met with Mr. Sweeney and East Palo Alto Vice Mayor Laura Martinez to help in an advisory role as they establish a similar support organization there. Informational meetings are scheduled for March 22 and March 25, 2011.

(g) Sustainability Committee

Regarding the Sustainability Committee, Vice Mayor Derwin indicated that Sustainability & Resource Efficiency Coordinator (SURE) Brandi de Garmeaux was notified that the Town received the full Energy Upgrade California Program grant and two unpaid interns have been engaged to assist with this effort.

(h) Cultural Arts Committee

Vice Mayor Derwin indicated that the Cultural Arts Committee has requested help from the Community Events Committee for volunteer efforts with the school district's 150th Anniversary celebration. In terms of goals for this year, the Cultural Arts Committee discussed plans to host the Holiday Fair again this year and the idea of a website featuring local artists. Sharon Spurlock has indicated interest in designing the web page. The Committee seems to be steering away from the Community Hall art show.

(i) (C/CAG) City/County Association of Governments

Vice Mayor Derwin reported on C/CAG's discussion about a League of California Cities letter to Governor Brown opposing elimination of redevelopment funds. She said that C/CAG also voted to oppose the proposed High Occupancy Vehicle (HOV) lanes in San Mateo County as well as the proposed addition of San Jose and Oakland mayors to the Metropolitan Transportation Commission (MTC). The group tabled a discussion about a Safe Routes to School Program that would be administered and managed through the San Mateo County Superintendent of Schools Office. Nominations for chair and vice chair also were announced.

(j) (RMCP) Resource Management and Climate Protection Committee

Vice Mayor Derwin said that C/CAG's Resource Management and Climate Protection Committee is doing well, and moving ahead with its many projects, including San Mateo County Energy Watch and the Climate Action Plan template, which Ms. de Garreaux worked on for many months. Vice Mayor Derwin described this as a cutting-edge project that takes a regional approach. She also reported that RMCP discussed the Sustainable San Mateo County Energy & Water data report. Two new members are Jorge Jaramillo from the Hispanic Chamber of Commerce and Noelle Bell from Ecology Action.

(k) Firewise Advisory Committee

Vice Mayor Derwin reported that the Firewise Advisory Committee met to discuss the Home Ignition Workshop scheduled for March 25, 2011. It will accommodate the first 50 people who show up. Due to lack of grant, this year there will be only one extra chipper day. The Committee also discussed a number of noncompliant properties and the coming retirement of Fire Chief Armando Muela on April 30, 2011. Councilmember Toben added that there will be a conversation at the next Committee meeting (in March) about the direction of the strategy of three different agencies and a larger overall plan that builds resilience across all three agencies in terms of preventing, preparing for and fighting fires.

(l) Trails and Paths Committee

Mayor Driscoll reported that the Trails and Paths Committee is working on a number of issues, including the placement of the hitching post at Town Center and dividing up the trails map to assign particular areas to particular Committee members to monitor.

(m) Emergency Preparedness Committee

The Emergency Preparedness Committee met on February 10, 2011, and Mayor Driscoll, who attended in Councilmember Toben's place, commended the Committee on being a very organized group of people who are really dedicated to doing good things. He commended Chair Chris Raanes on how well he listens and how well-organized he is. He said that Mr. Raanes is trying to divide the year up in such a way that each meeting covers a particular aspect of emergency preparedness and the whole gamut is addressed within the year. The Committee's focus this year will be community outreach regarding residential emergency preparation.

(n) Wireless Task Force

Mayor Driscoll said that the Wireless Task Force met for the second time, and is working on possible cell tower limitations and test language for a policy that works within the framework of the Federal Telecommunications Act. Ms. Sloan indicated that Leigh Prince from her office had provided a great deal of background at one of the meetings.

WRITTEN COMMUNICATIONS [9:17 p.m.]

(12) Town Council January 28, 2011 Weekly Digest – None

- a) #2 – Letter to Mayors from Barbara Pierce regarding the efforts by the State to eliminate Redevelopment Agencies – January 26, 2011

Mayor Driscoll indicated that he sent an email apologizing for being unable to sign the letter on which his signature was requested.

(13) Town Council February 4, 2011 Weekly Digest

- a) #1 – Memorandum to Council from Ms. de Garmeaux regarding Town of Portola Valley Wins Grant for Energy Upgrade Portola Valley – February 4, 2011

Ms. Howard expressed congratulations to Ms. de Garmeaux for obtaining a \$23,960 grant for Portola Valley from Energy Upgrade California for San Mateo County. In fact, Ms. Howard said that the Deputy County Manager told her that the application was “head and shoulders above anybody else and what a fantastic job Brandi had done.”

- b) #2 – Memorandum to Council from Ms. de Garmeaux regarding Update on the Safe Routes to School Program – February 4, 2011

Ms. Howard indicated that Ms. de Garmeaux had provided an update of Safe Routes to School accomplishments to the Portola Valley School District Governing Board. As Ms. Howard commented, even moving the bus stop from in front of the schoolhouse was a feat.

- c) #3 – Memorandum to the Council from Michael Bray regarding dates for 2011 Events – February 1, 2011

Vice Mayor Derwin will send Mr. Bray a note to advise him of the Council’s decision to cancel Blues & BBQ for 2011. Other events on the Community Events Committee schedule are the Town Picnic (June 4, 2011) and the Volunteer Appreciation Party (December 2, 2011).

(14) Town Council February 11, 2011 Weekly Digest

- a) #2 – Information regarding Assemblyman Rich Gordon being appointed to serve on the Legislative Advisory Committee for the Wildlife Conservation Board – February 9, 2011

Mayor Driscoll will hold discussion with Assemblyman Gordon on the Cargill project.

(15) Town Council February 18, 2011 Weekly Digest

- a) #1 – Letter from Mayor Driscoll regarding assistance in obtaining a legislative extension of grant funds – February 14, 2011

The letter is going to Assemblyman Gordon seeking his assistance in obtaining a legislative extension of grant funds of \$232,212 for Ford Field refurbishments.

- b) #3 – Memorandum to Mayor and Town Councilmembers from Ms. McDougall regarding San Mateo County Chamber of Commerce Diversity Awards – February 18, 2011

Ms. Howard and Councilmember Toben suggested that staff might check with the School District, perhaps the school principals, and perhaps find an individual to nominate who works with youth in Ravenswood, the Tinsley Program in East Palo Alto, or some other organization.

ADJOURNMENT: [9:25 *p.m.*]

Mayor

Town Clerk