



TOWN OF PORTOLA VALLEY

7:30 PM – Special Town Council Meeting
 Wednesday, August 29, 2012
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

SPECIAL MEETING AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Councilmember Aalfs, Mayor Derwin, Councilmember Driscoll, Vice Mayor Richards, 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 August 8, 2012 (3)
- (2) **Ratification of Warrant List** – August 22, 2012 (10)
- (3) **Recommendation from Public Works Director** - Approve Purchase of 2012 Tractor (23)
 - (a) Adoption of a Resolution of the Town Council of Portola Valley Approving and Authorizing the Disposition of Surplus Property (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (4) **Reports from Commission and Committee Liaisons** (27)
There are no written materials for this item.

WRITTEN COMMUNICATIONS

- (5) **Town Council Weekly Digest** – August 10, 2012 (28)
- (6) **Town Council Weekly Digest** – August 17, 2012 (52)
- (7) **Town Council Weekly Digest** – August 24, 2012 (68)

CLOSED SESSION

- (8) **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
 Government Code Section 54956.8
 Properties: 900 Portola Road and Town-owned lots in Blue Oaks subdivision
 Town negotiators: Town Attorney and Councilmember Wengert
 Negotiating parties: Geoff and Colleen Tate
 Under negotiation: price and terms of payment

REPORT OUT OF CLOSED SESSION

ADJOURNMENT

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

SUBMITTAL OF AGENDA ITEMS

The deadline for submittal of agenda items is 12:00 Noon WEDNESDAY of the week prior to the meeting. By law no action can be taken on matters not listed on the printed agenda unless the Town Council determines that emergency action is required. Non-emergency matters brought up by the public under Communications may be referred to the administrative staff for appropriate action.

PUBLIC HEARINGS

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

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 845 AUGUST 8, 2012

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

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

Absent: None

Others: Nick Pegueros, Town Manager
Sharon Hanlon, Town Clerk
Brandi de Garneau, Sustainability & Resource Efficiency (SURE) Coordinator
Tom Vlastic, Town Planner
Sandy Sloan, Town Attorney Representative

ORAL COMMUNICATIONS

CERPP: John Carnes, attending the meeting with Gaylynne Mann on behalf of CERPP, the Citizens Emergency Response Preparedness Program, provided an update on the High Fire Danger sign initiative that's about to begin. He said that the towns (Woodside and Portola Valley) and fire stations have banners and CERPP volunteers in the community would soon have yard-size sign to post on days that the Fire Chief and Fire Marshal determine the fire danger is high. He indicated that awareness posters and restaurant table tent cards have been distributed, drawing the public's attention to a website (bereadytoday.org) that contains additional information about fire prevention and safety measures that are particularly pertinent when the danger of fire is high. He also said that briefing meetings would be held at Woodside Fire Station 19 on Jefferson Street in Redwood City, from 5:30-7:30 p.m. on August 13 and 14, 2012, during which residents may register to receive notifications and pick up signs for posting. Residents also may call the Fire Protection District for more information, he added.

According to Mr. Carnes, Mr. Pegueros and his Woodside counterpart, Kevin Bryant, should by now have received information briefing them on the program to share with their staffs, in the hope that everyone shares the same information. In addition to the bereadytoday.org website, he said the same information should appear on the Portola Valley and Woodside websites as well as on CERPP's.

He also emphasized the importance of understanding that the absence of signs does not mean there's no fire danger. A case in point, he noted, is that today was not a high fire danger day, but a brush fire near Arastradero and Alpine Roads burned about five acres.

SMC Alert also has been used to send out community-wide notices on occasion, he explained, and that is likely to continue once the new sign program gets underway.

Sheriff's Office: Mayor Derwin introduced Lieutenant Tim Reid, Bayside Control Bureau commander and officer assigned to Portola Valley and Woodside. Lt. Reid said that now that the summer vacation season is over, he hopes to attend more Town Council meetings.

CONSENT AGENDA [7:36 p.m.]

- (1) Approval of Minutes: Regular Town Council Meeting of July 25, 2012
- (2) Ratification of Warrant List: August 8, 2012 in the amount of \$173,034.13

By motion of Vice Mayor Richards, seconded by Councilmember Driscoll, the Council approved the Consent Agenda with the following roll call vote:

Aye: Councilmember Aalfs, Driscoll, Wengert, Vice Mayor Richards, Mayor Derwin

No: None

REGULAR AGENDA

- (3) Recommendation by Town Planner: Direct ASCC to review and forward recommendation to the Town Council on the Kelley Property Bridge Application [7:37 p.m.]

Referring to the staff report dated August 8, 2012, Mr. Vlastic, explained that it sets forth a process to consider the design review of the plans for the driveway access and bridge from Ford Field to vacant properties on the east side of Los Trancos Creek, in Santa Clara County, which Ryland Kelley owns. The staff report also provides background about agreements recorded when Portola Valley acquired Ford Field, retaining an easement for access to the Kelley properties. Per the easement agreement, he said, the Town reserved the right to make final decisions about the driveway grade and alignment and conditions for crossing the creek. Mr. Kelley, who now wants to market the properties, has been working with CJW Architecture, whose representatives contacted the Town about a year ago to ask about clearing a path within the easement to identify it for realtors and potential buyers. With input from the Town Engineer and review of the Public Works Director, Mr. Vlastic said some minor clearing was allowed for this access identification.

Mr. Vlastic emphasized that fundamentally Portola Valley's role is limited to design review to determine acceptable design solutions for the driveway access and the creek crossing that would come back to the Town Council. The proposal will not mature into a full project in terms of environmental review, etc., until a plan is actually in place for development of the properties on the east side, and that in any case Portola Valley will not take primary responsibility in terms of CEQA because the properties are in Santa Clara County. Still, as plans evolve, the Town would retain the right to ensure that they remain consistent with directions provided in the design review.

The staff report recommends that the applicant cover the cost of the professional reviews needed in terms of planning activities and structural evaluations. Mr. Vlastic said Carter Warr, representing CJW Architecture, objected to Mr. Kelley bearing the full cost of this work. Staff's stance differs, Mr. Vlastic explained, because the agreement states that the first party in to develop the bridge and driveway would bear the cost, and staff considers design review one component of the bridge and driveway development. He added, though, that if the Town ultimately were to use the driveway to reach the properties on the Santa Clara side of the creek, the Town would have to pay a prorated share based on usage.

Councilmember Driscoll asked about the size of the parcels Mr. Kelley owns on the Santa Clara side. Mr. Warr said it's about four acres, running the length of Ford Field.

In response to Councilmember Wengert, Mr. Warr affirmed that there is no existing access from the Ford Field side to the property.

Explaining his side of the disagreement with staff, Mr. Warr said that it's one neighbor owning property and another neighbor owning an easement. The neighbor with the easement has the right to see what the design looks like, but that neighbor also would bear the cost of reviewing the design. He said he believes that was the intent of the language in the papers drawn in 1971. He pointed out that the Town would have to grant permission for other jurisdictional issues also, because the driveway probably would require a grading permit, and an encroachment permit would be needed where the driveway enters the Alpine Road right-of-way. Mr. Warr said that the applicant takes no issue at all with the review process Mr. Vlastic described, but only the cost burden for this level of review.

In response to Councilmember Wengert, Mr. Warr said the disputed costs relate to the cost of the application only, not the costs of permits or construction, which he agrees is clearly described in the easement papers.

In response to Ms. Sloan's question about Stanford's rights to buy the property, Mr. Vlasic said that if Stanford wanted to purchase the land, the easement would disappear, but Stanford apparently is not interested.

Mayor Derwin asked how much staff time would be involved to address the review process he described. Mr. Vlasic said it would range from at least six to 10 hours, the time associated with resolving issues with LAFCO (Local Agency Formation Commission), assembling materials, having two ASCC meetings, probably a site meeting and a follow-up, completing reports and then bringing that recommendation to the Town Council. In summary, he said that while the time commitment is not expected to be huge, but neither is it insignificant.

Mayor Derwin then asked whether there have been other similar projects for which the Town did not charge the applicant for staff time. Mr. Vlasic said he was unaware of any.

In response to Councilmember Wengert, Mr. Vlasic said that in the course of a normal design review or site control application, the cost of staff time probably runs in the range of \$1,500-\$2,500.

Councilmember Driscoll moved to direct the ASCC, upon receipt of sufficient deposit to cover the Town's costs for the professional services needed to do so, to review proposed plans for the driveway and bridge within the easement across the Ford Field property, prepare a recommendation to the Town Council on the proposal. Seconded by Councilmember Aalfs, the motion carried 5-0.

- (4) Recommendation by Administrative Services Officer: Signature Policy Update [7:51 p.m.]
- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Modifying Signature Authority for Checks (Resolution No. 2567-2010)

Mr. Pegueros explained that policy requires two signatures on Town checks written in amounts in excess of \$5,000, and historically the Town Manager and Assistant Town Manager did so. Currently, with no Assistant Town Manager, he recommended authorizing Ms. Hanlon, as Town Clerk, as the second signatory. For internal control purposes, he suggested that it would be inappropriate to have the person who prepares the checks – Acting Administrative Services Director, Stacie Nerdahl – also be a signatory.

In response to Councilmember Driscoll, who asked whether the Town Council would have an opportunity to learn about checks written for more than \$5,000, Mr. Pegueros said that the warrant list would continue to serve this purpose.

Councilmember Wengert said that what Mr. Pegueros proposed sounded like a good suggestion.

Councilmember Wengert moved to adopt Resolution No. 2567-2010, to modifying signature authority for checks. Councilmember Aalfs seconded. In response to Councilmember Aalfs, Mr. Pegueros said that the \$5,000 threshold is fairly low in relation to other jurisdictions, and he does not recommend changing it because it's an excellent internal control and has imposed no operational issues. The motion carried 5-0.

- (5) Recommendation by Administrative Services Officer: Fiscal Year Ending 06/30/12 Interfund Transfer [7:55 p.m.]

Mr. Pegueros said staff is in the process of closing the books on FY 2011-2012, and as part of the process, the Council typically reviews any transfers from the General Fund. The only such transfer that was not budgeted went to Measure A, which funds roadway improvements. The Town spent somewhat more than the Measure A funds received, resulting in a deficit of \$8,540, he explained, so that amount was transferred from the General Fund.

In response to Councilmember Wengert, Mr. Pegueros said the shortfall was more a function of lower revenues than greater expenditures.

Councilmember Driscoll moved to approve the requested interfund transfer. Seconded by Councilmember Aalfs, the motion carried 5-0.

- (6) Recommendation by Sustainability Coordinator: Consideration of a Position Statement on Current Legislation SB1222 [7:57 p.m.]

Ms. de Garmeaux said that she analyzed the impact of SB1222 on Portola Valley, and recommended sending the letter in support that she drafted for Mayor Derwin's signature to the Assembly Appropriations Committee. The proposed legislation would cap building permit fees for residential solar system installations. Ms. de Garmeaux said the issue came to the Town's attention because the League of California Cities opposes the bill on the grounds that it would take local control away from cities. The Town charges a \$50 flat rate fee on these permits, which Ms. de Garmeaux suggested is responsible for increasing the number of applications for residential solar installations in Portola Valley.

Councilmember Wengert moved approval of the recommended letter in support of SB1222. Seconded by Councilmember Aalfs, the motion carried 5-0.

- (7) Recommendation by Sustainability Coordinator: Consideration of the League of California Cities proposed Resolution requesting suspension of implementation or revision of the California Global Warming Solutions Act (AB32 of 2006) [7:59 p.m.]

Ms. de Garmeaux said that Needles, California, located in the Mojave Desert, created a resolution for the League of California City to be voted on at the League's San Diego conference, which will take place from September 5-7, 2012. Ms. de Garmeaux recommends that Portola Valley oppose the resolution, which calls for suspension of implementation or revision of the California Global Warming Solutions Act (AB32 of 2006). She said that opposition to the resolution would be consistent with the Portola Valley General Plan's Sustainability Element. Ms. de Garmeaux indicated that the Town Council would have to send a delegate to attend the conference and cast the negative vote.

Mayor Derwin credited Ms. de Garmeaux for her August 8, 2012 analysis of the issue. Councilmember Wengert agreed that it was very clear.

Councilmember Aalfs asked about the League stance on the issue in light of its opposition to abrogation of local control. Ms. de Garmeaux said that the League does not appear to have taken a position on this resolution. Although League policy does object to regulations that take away local control, she explained, other League policies tend to support AB32.

Mayor Derwin noted that various Southern California communities seem to take turns trying to overturn AB32.

Councilmember Driscoll moved to appoint Mayor Derwin to attend the League of California Cities conference and vote against the Needles resolution. Seconded by Councilmember Aalfs, the motion carried 5-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (8) Recommendation by Conservation Committee: Proposed change to Committee Charter [8:04 p.m.]

Councilmember Driscoll moved to change the Conservation Committee Charter to begin its meetings at 7:45 p.m. on the fourth Tuesday each month (from 8:00 p.m.) Seconded by Vice Mayor Richards, the motion carried 5-0.

(9) Reports from Commission and Committee Liaisons [8:07 p.m.]

Councilmember Aalfs:

(a) Windmill School

Councilmembers Aalfs reported that on August 2, 2012, he, Councilmember Driscoll and Mr. Pegueros met with representatives of Windmill School and discussed a number of properties that might be suitable places for the school to relocate. Despite the administrative and financial hurdles, he said he thought the most promising option from Windmill's perspective was the idea of working with the Midpeninsula Regional Open Space District (MROSD) on the Woods/Hawthornes property.

Councilmember Driscoll:

(b) Open Space/Historic Resources

Councilmember Driscoll indicated that he and Vice Mayor Richards are trying to assemble a subcommittee including Town Historian Nancy Lund, ASCC Member Jeff Clark and a member of the Planning Commission to discuss options for the Woods/Hawthornes property with a representative of the MROSD.

Councilmember Wengert:

(c) Regional Housing Needs Allocation (RHNA)

As of its July 26, 2012 meeting, draft allocations have not been finalized in terms of housing requirements for communities in San Mateo County. The discussion focused on four different housing allocation scenarios that are being considered. The sub-region now plans to adopt the draft allocation on August 23, 2012, after which it will be considered at the RHNA meeting in September 2012.

(d) Bicycle, Pedestrian and Traffic Safety Committee (BPTS)

Infrastructure Subcommittee discussions centered on best practices and overall guidelines within the multi-jurisdictional transportation based program.

(e) Alpine Beer Garden CUP

Councilmember Wengert reported that she, Mr. Vlasic and Mr. Pegueros met with Mollie Alexander, her daughter and son-in-law in a follow-up to a discussion at the June 20, 2012 Town Council meeting, regarding the extension to the Alpine Beer Garden's ground lease and conditional use permit. This was the second meeting on this issue, the first involving only Councilmember Wengert, Mr. Vlasic and Ms. Alexander. For the time being, Councilmember Wengert said the lease would continue to run on a month-to-month basis.

Mayor Derwin:

(f) Bay Area Water Supply and Conservation Agency (BAWSCA)

After attending the Bay Area Water Supply and Conservation Agency (BAWSCA) Board meeting on July 19, 2012, Mayor Derwin said she met with Rob Guzzetta, Cal Water's Vice President of Operations.

They discussed BAWSCA, the San Francisco Public Utilities Commission's proposal to take water from the Modesto Irrigation District, the outlook on water prices, the future of the Hetch Hetchy reservoir and the possibility of Portola Valley getting Cash for Grass funding from Cal Water.

(g) Safe Routes to School Coalition

Kari Rust, Portola Valley School District parent and Safe Routes to School Coalition member, and Mayor Derwin met with SamTrans marketing executive Rita Haskin, to talk about encouraging Portola Valley children to bus between Ormondale and Corte Madera Schools and the Town Center library. She said that SamTrans representatives are willing to discuss it at the schools' back-to-school nights.

(h) The Sequoias

Mayor Derwin, Vice Mayor Richards and Mr. Pegueros attended a lunch meeting at The Sequoias where they met the Sequoias' new Executive Director, Jay Zimmer and the new Residents' Council President and Vice President, Pat Skillman and Pat Brown, as well as the Town Council Liaison Eleanor Crary. Mayor Derwin said that they are all looking forward to the joint meeting with the Town Council in October 2012.

(i) Community Events Committee

Although she was unable to attend the Committee's meeting on August 7, 2012, Mayor Derwin received a report from Karen Mobley indicating that Blues & BBQ planning is going well. Bianchini's Market will provide the BBQ dinner and a beer truck, Amigos Grill and Webb Ranch will serve appetizers. Volunteers will staff the wine bar, and the Teen Committee will staff the children's beverage bar.

The next event in the Summer Concert Series, scheduled for August 23, 2012, will feature Bundy Browne & the Espresso Rhythm Section.

WRITTEN COMMUNICATIONS [8:27 p.m.]

(10) Town Council July 27, 2012 Weekly Digest

(a) #8 – Memo from Town Manager Nick Pegueros – Weekly Update – July 27, 2012

In reference to Item 3, Public Records Act Request, Mayor Derwin said the work involved in responding to the request would be expensive and disruptive. She wants the Town to have a separate line item to track the expense so Portola Valley taxpayers realize how much it costs.

In reference to Item 4, Hedges at 140 Shawnee Pass, Councilmember Wengert said the resolution seemed to be a good one.

(11) Town Council August 3, 2012 Weekly Digest

(a) #6 – Memo from Acting Administrative Services Director – 2012-13 Adopted Budget

Mr. Pegueros said that as he understands it, in the past the Town has sent postcard summaries of the Town budget to all residents. He indicated that the summary referenced in Ms. Nerdahl's has been posted to The Forum, and it's important to include on the website, but he wanted to know if it is necessary to continue with the postcard tradition.

Councilmember Aalfs said no postcard is needed. Councilmember Driscoll said no one has ever asked him about the postcards. Councilmember Wengert said that providing residents with more robust information and graphics, as in the summary, makes more sense than postcards, and the Town can mail hard copies to those who request them.

(b) #10 – Memo from Town Manager Nick Pegueros – Weekly Update – August 3, 2012

In reference to Item 1, Mr. Pegueros said that the Affordable Housing web page went live on Friday, August 3, 2012, and as of 9:15 a.m. on the following Monday, Ms. Nerdaahl reported 245 hits. He said, too, that the initial round of questions has been received, and staff has begun circulating draft responses to ensure that the answers are succinct and accurate. Although the website will be updated periodically, he added, he doesn't yet have an update schedule in place.

Mr. Pegueros also indicated receiving a number of compliments from residents, expressing their thanks for providing the resource to help them better understand the issue.

Councilmember Driscoll asked whether more detail about website activity is available. Mr. Pegueros said he would check.

CLOSED SESSION [8:35 p.m.]

(12) Conference with Real Property Negotiator

Government Code Section 54956.8

Properties: 900 Portola Road and Town-owned lots in Blue Oaks subdivision

Town negotiators: Town Attorney and Councilmember Wengert

Negotiating parties: Geoff and Colleen Tate

Under negotiation: price and terms of payment

REPORT OUT OF CLOSED SESSION

No reportable actions.

ADJOURNMENT [9:11 p.m.]

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

08/22/12

Date: 08/20/2012

Time: 4:23 pm

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TOWN OF PORTOLA VALLEY

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

ABAG PLAN CORPORATION	Excess Liability, FY 12-13	13402	08/22/2012	
			08/22/2012	
PO BOX 2050	0006		08/22/2012	0.00
OAKLAND	BOA	46923	08/22/2012	0.00
CA 94604-2050	18Liab12.13			8,270.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4304	Liability Insurance/Bonds	8,270.00	0.00

Check No.	46923	Total:	8,270.00
Total for	ABAG PLAN CORPORATION		8,270.00

ACEEE	Conference Reg, de Garneau	13456	08/22/2012	
BECC Conference		00006051	08/22/2012	
ATTN- KRIS CHITWOOD	1169		08/22/2012	0.00
MADISON	BOA	46924	08/22/2012	0.00
WI 53705				590.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4326	Education & Training	590.00	590.00

Check No.	46924	Total:	590.00
Total for	ACEEE		590.00

MIKE AGOFF	Instructor Fees, Summer 2012	13404	08/22/2012	
			08/22/2012	
2341 KEHOE AVENUE	0016		08/22/2012	0.00
SAN MATEO	BOA	46925	08/22/2012	0.00
CA 94403				1,728.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,728.00	0.00

Check No.	46925	Total:	1,728.00
Total for	MIKE AGOFF		1,728.00

ANIMAL DAMAGE MGMT INC	July Pest Control	13403	08/22/2012	
			08/22/2012	
16170 VINEYARD BLVD. #150	804		08/22/2012	0.00
MORGAN HILL	BOA	46926	08/22/2012	0.00
CA 95037	60972			310.00

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

Check No.	46926	Total:	310.00
Total for	ANIMAL DAMAGE MGMT INC		310.00

AT&T (2)	July MW	13405	08/22/2012	
			08/22/2012	
P.O. BOX 5025	877		08/22/2012	0.00
CAROL STREAM	BOA	46928	08/22/2012	0.00
IL 60197-5025				64.06

GL Number	Description	Invoice Amount	Amount Relieved
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

08/22/12

Date: 08/20/2012

Time: 4:23 pm

Page: 2

TOWN OF PORTOLA VALLEY

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

05-52-4152	Emerq Preparedness Committee	64.06	0.00	
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Check No.	46928	Total:	64.06
Total for	AT&T (2)		64.06

AT&T	July Statement	13447	08/22/2012	
			08/22/2012	
P.O. BOX 9011	441		08/22/2012	0.00
CAROL STREAM	BOA	46927	08/22/2012	0.00
IL 60197-9011	000003591633			259.98

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	259.98	0.00

Check No.	46927	Total:	259.98
Total for	AT&T		259.98

MARGO BLAIR	Refund Deposit	13406	08/22/2012	
			08/22/2012	
219 WYNDHAM	653		08/22/2012	0.00
SAN FRANCISCO	BOA	46929	08/22/2012	0.00
CA 94117				1,000.00

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

Check No.	46929	Total:	1,000.00
Total for	MARGO BLAIR		1,000.00

CAROL BORCK	Education/Training, Borck	13444	08/22/2012	
			08/22/2012	
2122 REDBUSH TERRACE	0268		08/22/2012	0.00
SAN JOSE	BOA	46930	08/22/2012	0.00
CA 95128				370.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4326	Education & Training	370.00	0.00

Check No.	46930	Total:	370.00
Total for	CAROL BORCK		370.00

JENNY BROKAW	Refund Litter Deposit	13408	08/22/2012	
			08/22/2012	
2015 SHARON ROAD	1178		08/22/2012	0.00
MENLO PARK	BOA	46931	08/22/2012	0.00
CA 94025				100.00

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

Check No.	46931	Total:	100.00
Total for	JENNY BROKAW		100.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

08/22/12

Date: 08/20/2012

Time: 4:23 pm

Page: 3

TOWN OF PORTOLA VALLEY

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

JOHN CAHILL	Refund Litter Deposit	13407	08/22/2012	
			08/22/2012	
230 W. FLORESTA WAY	1179		08/22/2012	0.00
PORTOLA VALLEY	BOA	46932	08/22/2012	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.	46932	Total:	100.00
Total for	JOHN CAHILL		100.00

CALIFORNIA WATER SERVICE CO	Statement, 6/14 - 7/13	13410	08/22/2012	
			08/22/2012	
3351 EL CAMINO REAL	0011		08/22/2012	0.00
ATHERTON	BOA	46933	08/22/2012	0.00
CA 94027-3844				11,355.30

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	11,355.30	0.00

Check No.	46933	Total:	11,355.30
Total for	CALIFORNIA WATER SERVICE CC		11,355.30

PHIL CIANFICHI	Deposit Refund	13411	08/22/2012	
			08/22/2012	
4115 ALPINE ROAD	1176		08/22/2012	0.00
PORTOLA VALLEY	BOA	46934	08/22/2012	0.00
CA 94028				399.20

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	399.20	0.00

Check No.	46934	Total:	399.20
Total for	PHIL CIANFICHI		399.20

CITY OF REDWOOD CITY	July IT Support	13412	08/22/2012	
			08/22/2012	
P.O. BOX 3629	586		08/22/2012	0.00
REDWOOD CITY	BOA	46935	08/22/2012	0.00
CA 94064-3629	BR27649			1,867.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4216	IT & Website Consultants	1,867.00	0.00

Check No.	46935	Total:	1,867.00
Total for	CITY OF REDWOOD CITY		1,867.00

CLEANSTREET	July Litter/Street Clean-up	13453	08/22/2012	
			08/22/2012	
1937 W. 169TH STREET	0034		08/22/2012	0.00
GARDENA	BOA	46936	08/22/2012	0.00
CA 90247-5254	68158			1,425.55

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4262	Street Sweeping	614.65	0.00

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
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20-60-4266	Litter Clean Up Program	810.90	0.00	
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Check No.	46936	Total:	1,425.55
Total for	CLEANSTREET		1,425.55

COTTON SHIRES & ASSOC. INC.	July Applicant Charges	13413	08/22/2012	
			08/22/2012	
330 VILLAGE LANE	0047		08/22/2012	0.00
LOS GATOS	BOA	46937	08/22/2012	0.00
CA 95030-7218				7,347.97

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4190	Geoloqist - Charges to Appls	7,347.97	0.00

Check No.	46937	Total:	7,347.97
Total for	COTTON SHIRES & ASSOC. INC.		7,347.97

RENEE COURINGTON	Facility Deposit Refund	13414	08/22/2012	
			08/22/2012	
3 CREEK PARK DRIVE	565		08/22/2012	0.00
PORTOLA VALLEY	BOA	46938	08/22/2012	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.	46938	Total:	250.00
Total for	RENEE COURINGTON		250.00

CULLIGAN	August Statement	13415	08/22/2012	
			08/22/2012	
P. O. BOX 5277	0250		08/22/2012	0.00
CAROL STREAM	BOA	46939	08/22/2012	0.00
IL 60197-5277				50.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	50.00	0.00

Check No.	46939	Total:	50.00
Total for	CULLIGAN		50.00

DISPLAYS2GO	Displays & Linens, Mult Events	13443	08/22/2012	
		00006042	08/22/2012	
55 BROAD COMMON ROAD	1198		08/22/2012	0.00
BRISTOL	BOA	46940	08/22/2012	0.00
CA 02809	IN-0561958			1,122.98

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	1,122.98	1,086.14

Check No.	46940	Total:	1,122.98
Total for	DISPLAYS2GO		1,122.98

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State/Province Zip/Postal	Invoice Number			Check Amount

RON DOLIN	Facility Deposit Refund	13416	08/22/2012	
			08/22/2012	
1642 INVERNESS WAY	1175		08/22/2012	0.00
SUNNYVALE	BOA	46941	08/22/2012	0.00
CA 94087				100.00

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

Check No.	46941	Total:	100.00
Total for	RON DOLIN		100.00

CHRISTINA FREED	Facility Deposit Refund	13417	08/22/2012	
			08/22/2012	
1031 OAKLAND AVENUE	1174		08/22/2012	0.00
MENLO PARK	BOA	46942	08/22/2012	0.00
CA 94025				100.00

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

Check No.	46942	Total:	100.00
Total for	CHRISTINA FREED		100.00

NANCY GOODRICH	Reimb, Quilt Restoration	13419	08/22/2012	
			08/22/2012	
205 CHEROKEE WAY	1172		08/22/2012	0.00
	BOA	46943	08/22/2012	0.00
CA 94028				300.05

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	300.05	0.00

Check No.	46943	Total:	300.05
Total for	NANCY GOODRICH		300.05

HEDGEROW FARMS	Seed Mix Order	13454	08/22/2012	
		00006047	08/22/2012	
21740 COUNTY ROAD #88	1195		08/22/2012	0.00
WINTERS	BOA	46944	08/22/2012	0.00
CA 95694	212305			1,018.05

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4144	Conservation Committee	1,018.05	1,018.05

Check No.	46944	Total:	1,018.05
Total for	HEDGEROW FARMS		1,018.05

HIGHWAY TECHNOLOGIES, INC	Road Signs	13452	08/22/2012	
			08/22/2012	
33946 TREASURY CENTER	0067		08/22/2012	0.00
CHICAGO	BOA	46945	08/22/2012	0.00
IL 60694-6300	65108293-001			295.48

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	295.48	0.00

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State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	46945	Total:	295.48
Total for	HIGHWAY TECHNOLOGIES, INC		295.48

J.W. ENTERPRISES	Portable Lavs, 8/9 - 9/5	13421	08/22/2012	
1689 MORSE AVE	829		08/22/2012	0.00
VENTURA	BOA	46946	08/22/2012	0.00
CA 93003	163441			235.32

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	235.32	0.00

Check No.	46946	Total:	235.32
Total for	J.W. ENTERPRISES		235.32

JESUS RODRIGUEZ LANDSCAPING	Refund, Business Lic Emp Fees	13420	08/22/2012	
2106 SHORTRIDGE AVENUE	1171		08/22/2012	0.00
SAN JOSE	BOA	46947	08/22/2012	0.00
CA 95116				20.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4228	Miscellaneous Refunds	20.00	0.00

Check No.	46947	Total:	20.00
Total for	JESUS RODRIGUEZ LANDSCAPIN		20.00

JORGENSON SIEGEL MCCLURE & FLEGEL	July Statement	13445	08/22/2012	
1100 ALMA STREET	0089		08/22/2012	0.00
MENLO PARK	BOA	46948	08/22/2012	0.00
CA 94025				20,787.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	20,562.50	0.00
86-00-4375	General Expenses	75.00	0.00
96-00-4528	C-1 Trail	75.00	0.00
96-54-4186	Attorney - Charges to Appls	75.00	0.00

Check No.	46948	Total:	20,787.50
Total for	JORGENSON SIEGEL MCCLURE &		20,787.50

LOS GATOS ROOFING	Refund C&D Deposit	13422	08/22/2012	
P.O. BOX 1726	862		08/22/2012	0.00
LOS GATOS	BOA	46949	08/22/2012	0.00
CA 95031				1,000.00

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

Check No.	46949	Total:	1,000.00
Total for	LOS GATOS ROOFING		1,000.00

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State/Province Zip/Postal	Invoice Number			Check Amount

SARAH PERKINS	Refund Community Hall Deposit	13423	08/22/2012	
			08/22/2012	
334 OLMSTED ROAD, APT. 423	1170		08/22/2012	0.00
STANFORD	BOA	46950	08/22/2012	0.00
CA 94305				1,250.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	1,250.00	0.00

Check No.	46950	Total:	1,250.00
Total for	SARAH PERKINS		1,250.00

PERS HEALTH	August Health Premium	13424	08/22/2012	
			08/22/2012	
VIA EFT	0108		08/22/2012	0.00
	BOA	46922	08/22/2012	0.00
				15,723.09

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	15,723.09	0.00

Check No.	46922	Total:	15,723.09 H
Total for	PERS HEALTH		15,723.09

ROBERT PIERCE	Refund, Facility Deposit	13442	08/22/2012	
			08/22/2012	
123 TAN OAK	1166		08/22/2012	0.00
PORTOLA VALLEY	BOA	46951	08/22/2012	0.00
CA 94028				1,100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	1,100.00	0.00

Check No.	46951	Total:	1,100.00
Total for	ROBERT PIERCE		1,100.00

PORTOLA VALLEY HARDWARE	July Statement	13449	08/22/2012	
			08/22/2012	
112 PORTOLA VALLEY ROAD	0114		08/22/2012	0.00
PORTOLA VALLEY	BOA	46952	08/22/2012	0.00
CA 94028				427.45

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	344.17	0.00
05-66-4340	Building Maint Equip & Supp	83.28	0.00

Check No.	46952	Total:	427.45
Total for	PORTOLA VALLEY HARDWARE		427.45

SAM QUEZADA	C&D Deposit Refund	13427	08/22/2012	
			08/22/2012	
322 WYNDHAM	1168		08/22/2012	0.00
PORTOLA VALLEY	BOA	46953	08/22/2012	0.00
CA 94028				5,000.00

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State/Province Zip/Postal	Invoice Number			Check Amount

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	5,000.00	0.00

Check No.	46953	Total:	5,000.00
Total for	SAM QUEZADA		5,000.00

REGIONAL GOVERNMENT SERVICES	July Svcs, Bowerman/Padovan	13455	08/22/2012	
			08/22/2012	
2511 GARDEN ROAD, SUITE A-180	1165		08/22/2012	0.00
MONTEREY	BOA	46954	08/22/2012	0.00
CA 93940	2908			13,855.70

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	13,855.70	0.00

Check No.	46954	Total:	13,855.70
Total for	REGIONAL GOVERNMENT SERVI		13,855.70

RON RAMIES AUTOMOTIVE, INC.	July Statement	13428	08/22/2012	
			08/22/2012	
115 PORTOLA ROAD	422		08/22/2012	0.00
PORTOLA VALLEY	BOA	46955	08/22/2012	0.00
CA 94028				474.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	474.20	0.00

Check No.	46955	Total:	474.20
Total for	RON RAMIES AUTOMOTIVE, INC.		474.20

SAN MATEO CO INF SERVICES	July M/W	13429	08/22/2012	
			08/22/2012	
455 COUNTY CENTER, 3RD FLOOR	0307		08/22/2012	0.00
REDWOOD CITY	BOA	46956	08/22/2012	0.00
CA 94063	1YPV11207			76.00

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

Check No.	46956	Total:	76.00
Total for	SAN MATEO CO INF SERVICES		76.00

SAN MATEO SHERIFF	FY 12/13 Hazmat Services	13448	08/22/2012	
OFFICE OF EMERGENCY SERVICES			08/22/2012	
400 COUNTY CENTER	0119		08/22/2012	0.00
REDWOOD CITY	BOA	46957	08/22/2012	0.00
CA 94063-0978	3384			13,328.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4286	Emergency Services Council JPA	13,328.00	0.00

Check No.	46957	Total:	13,328.00
Total for	SAN MATEO SHERIFF		13,328.00

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SHARP BUSINESS SYSTEMS	July Copies	13430	08/22/2012	
			08/22/2012	
DEPT. LA 21510	0199		08/22/2012	0.00
PASADENA	BOA	46958	08/22/2012	0.00
CA 91185-1510	C747651-541			36.52

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	36.52	0.00

Check No.	46958	Total:	36.52
Total for	SHARP BUSINESS SYSTEMS		36.52

BETH SHAW	Refund, Deposit Refund	13409	08/22/2012	
			08/22/2012	
900 WAYSIDE ROAD	1177		08/22/2012	0.00
PORTOLA VALLEY	BOA	46959	08/22/2012	0.00
CA 94028				600.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	600.00	0.00

Check No.	46959	Total:	600.00
Total for	BETH SHAW		600.00

SHELTON ROOFING	C&D Deposit Refund	13431	08/22/2012	
			08/22/2012	
1988 LEGHORN	0309		08/22/2012	0.00
MOUNTAIN VIEW	BOA	46960	08/22/2012	0.00
CA 94043				1,000.00

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

Check No.	46960	Total:	1,000.00
Total for	SHELTON ROOFING		1,000.00

CONNIE STACK	Instructor Fees	13432	08/22/2012	
			08/22/2012	
10127 LAMPLIGHTER SQUARE	648		08/22/2012	0.00
CUPERTINO	BOA	46961	08/22/2012	0.00
CA 95014				1,428.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,428.00	0.00

Check No.	46961	Total:	1,428.00
Total for	CONNIE STACK		1,428.00

MEGHAN SWEET	Reimb, Postage, Blues & BBQ	13446	08/22/2012	
			08/22/2012	
243 CANYON DRIVE	1205		08/22/2012	0.00
PORTOLA VALLEY	BOA	46962	08/22/2012	0.00
CA 94028				27.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4146	Community Events Committee	27.00	0.00

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Check No.	46962	Total:	27.00
Total for	MEGHAN SWEET		27.00

TAYLOR, LOVERINE	Deposit Refund	13433	08/22/2012	
			08/22/2012	
35 NARANJA	1167		08/22/2012	0.00
PORTOLA VALLEY	BOA	46963	08/22/2012	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.	46963	Total:	500.00
Total for	TAYLOR, LOVERINE		500.00

BARBARA TEMPLETON	July Transcription Services	13434	08/22/2012	
			08/22/2012	
304 MELVEN COURT	369		08/22/2012	0.00
SAN LEANDRO	BOA	46964	08/22/2012	0.00
CA 94577-2011	716			3,431.25

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4188	Transcription Services	3,431.25	0.00

Check No.	46964	Total:	3,431.25
Total for	BARBARA TEMPLETON		3,431.25

THERMAL MECHANICAL, INC	May Bi-Monthly Maintenance	13450	08/22/2012	
			08/22/2012	
425 ALDO AVENUE	955		08/22/2012	0.00
SANTA CLARA	BOA	46965	08/22/2012	0.00
CA 95054	PM-52757			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	Annual Maint to Delta HVAC	13451	08/22/2012	
			08/22/2012	
425 ALDO AVENUE	955		08/22/2012	0.00
SANTA CLARA	BOA	46965	08/22/2012	0.00
CA 95054	CD-52711			1,442.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	1,442.00	0.00

Check No.	46965	Total:	2,868.00
Total for	THERMAL MECHANICAL, INC		2,868.00

TOTLCOM, INC.	Labor Programming	13436	08/22/2012	
			08/22/2012	
65 HANGAR WAY	349		08/22/2012	0.00
WATSONVILLE	BOA	46966	08/22/2012	0.00
CA 95076	209547/209676			270.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	270.00	0.00

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Check No.	46966	Total:	270.00
Total for	TOTLCOM, INC.		270.00

TOWNSEND MGMT, INC	July Applicant Charges	13435	08/22/2012	
			08/22/2012	
P.O. BOX 24442	609		08/22/2012	0.00
SAN FRANCISCO	BOA	46967	08/22/2012	0.00
CA 94124				570.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	570.00	0.00

Check No.	46967	Total:	570.00
Total for	TOWNSEND MGMT, INC		570.00

MARIA TREFOGLI	Facility Deposit Refund	13418	08/22/2012	
			08/22/2012	
257 CEDAR STREET	1173		08/22/2012	0.00
SAN CARLOS	BOA	46968	08/22/2012	0.00
CA 94070				100.00

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

Check No.	46968	Total:	100.00
Total for	MARIA TREFOGLI		100.00

U.S. BANK EQUIPMENT FINANCE	August Copier Lease	13437	08/22/2012	
			08/22/2012	
P.O. BOX 790448	472		08/22/2012	0.00
ST. LOUIS	BOA	46969	08/22/2012	0.00
MO 63179-0448	208765222			435.21

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	435.21	0.00

Check No.	46969	Total:	435.21
Total for	U.S. BANK EQUIPMENT FINANCE		435.21

VERIZON WIRELESS	July Cellular	13438	08/22/2012	
			08/22/2012	
P.O. BOX 9622	0131		08/22/2012	0.00
MISSION HILLS	BOA	46970	08/22/2012	0.00
CA 91346-9622	1105297204			272.27

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	272.27	0.00

Check No.	46970	Total:	272.27
Total for	VERIZON WIRELESS		272.27

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VISION INTERNET PROVIDERS INC	Upgrade Website CMS	13439	08/22/2012	
		00006049	08/22/2012	
P.O. BOX 251588	827		08/22/2012	0.00
LOS ANGELES	BOA	46971	08/22/2012	0.00
CA 90025	22532			600.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	600.00	600.00

VISION INTERNET PROVIDERS INC	Monthly Web Host, 7/1 - 7/31	13440	08/22/2012	
			08/22/2012	
P.O. BOX 251588	827		08/22/2012	0.00
LOS ANGELES	BOA	46971	08/22/2012	0.00
CA 90025	22597			200.00

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

Check No.	46971	Total:	800.00
Total for	VISION INTERNET PROVIDERS INC		800.00

WEMORPH INC	Stationery, Business Cards	13441	08/22/2012	
			08/22/2012	
904 INDUSTRIAL AVENUE	1360		08/22/2012	0.00
PALO ALTO	BOA	46972	08/22/2012	0.00
CA 94303	11873			65.13

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	65.13	0.00

Check No.	46972	Total:	65.13
Total for	WEMORPH INC		65.13

Total Invoices: 53

Grand Total:	124,104.26
Less Credit Memos:	0.00
Net Total:	124,104.26
Less Hand Check Total:	15,723.09
Outstanding Invoice Total:	108,381.17

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
August 22, 2012

Claims totaling \$124,104.26 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 _____

Nick Pegueros, Treasurer

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

Signed and sealed this (Date) _____

Sharon Hanlon, Town Clerk

Mayor



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Howard Young, Public Works Director

DATE: August 29, 2012

RE: Purchase of Replacement Tractor for Parks and Fields Maintenance

RECOMMENDATION

Authorize Town staff to purchase a John Deere 3320 in the amount of \$23,634.82 from John Deere Company direct. In addition, adopt the attached resolution approving the disposition of the existing Kubota tractor (inventory tag #93) as surplus equipment and sell or dispose of it at market value through the appropriate means in the Town's best interest.

BACKGROUND

The current Kubota tractor is approximately 30 years old, and at one time was used as the Town's primary tractor for all public works and field maintenance activities. The condition of this tractor is poor, along with the hydraulics and transmission failing. It would not be economical to perform major repairs to a tractor that has reached the end of its service life. Maintenance staff has performed research and selected a John Deere Model 3320 tractor with a 300CX loader that is fitted with turf tires specifically for athletic field maintenance.

DISCUSSION

Staff requested and received 3 quotes for the subject equipment. Staff found that utilizing the National Purchasing Partners (NPP) government program resulted in the lowest pricing directly from John Deere Company. The 3 quotes received under the NPP program were Turf and Industrial Equipment (\$23,634.82), RDO Equipment (\$24,973.02), and San Joaquin Equipment (\$23,634.82). The NPP cost of \$23,634.82 is a significantly lower price than the original quoted price of \$28,294.83 including taxes. Hard copies of quotes are available in the office the Town Clerk. The tractor equipment will be delivered through the local John Deere dealership, Turf and Industrial

Equipment. Staff did consider the Town's Environmentally Preferable Purchasing Policy and determined that there is not a greener alternative. The tractor will be fitted and primarily used for maintenance of the Town's parks and athletic fields.

FISCAL IMPACT

The current adopted 2012/2013 capital equipment budget allocates \$29,000 for a replacement tractor for parks and field maintenance. The current total cost of the tractor is \$23,634.82.

ATTACHMENTS

1. Resolution and Exhibit A

APPROVED Nick Pegueros, Town Manager (remotely)

RESOLUTION NO. _____-2012

**RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PORTOLA VALLEY APPROVING AND AUTHORIZING
THE DISPOSITION OF SURPLUS PROPERTY**

WHEREAS, the Town Council of the Town of Portola Valley is the owner of certain property (Exhibit A) and has determined that such property is surplus.

NOW, THEREFORE, the Town Council of the Town does RESOLVE that such property be disposed of by Town staff as deemed appropriate to the Town's best interest.

PASSED AND ADOPTED this _____ day of _____, 2012.

By: _____
Mayor

ATTEST:

Town Clerk

EXHIBIT A

<u>ITEM</u>	<u>INVENTORY TAG NO.</u>	<u>PLACED IN SERVICE</u>
Kubota Tractor	#93	Unknown

#4

There are no written materials for this agenda item.

TOWN COUNCIL WEEKLY DIGEST

Friday – August 10, 2012

- 1. Agenda – ASCC – Monday, August 13, 2012
- 2. Agenda – Trails & Paths Committee – Tuesday, August 14, 2012
- 3. Agenda – Nature & Science Committee (Special Meeting) – Thursday, August 16, 2012
- 4. Notice of Cancellation – Planning Commission, Wednesday, August 15, 2012
- 5. Action Agenda – Town Council – August 8, 2012
- 6. Memo from League of California Cities (Peninsula Division) – Ballot for 2012-'13 Executive Committee of the Peninsula Division
- 7. Notice that Portola Valley Town Hall will be closed Monday, September 3, 2012 in observance of Labor Day
- 8. Memo from Town Manager, Nick Pegueros re: – Weekly Update – Friday, August 3, 2012

Attached Separates (Council Only)

- 1. HEART of San Mateo County – Annual Report for fiscal year 2011
- 2. Labor – August 2012 – Volume 74, Number 8
- 3. San Mateo County Sheriff's Office – Crime Activity Report – April – June 2012
- 4. Davenport Institute – CA Local Public Officials Survey – "What works and doesn't when engaging the Public on issues throughout the state"



TOWN OF PORTOLA VALLEY
 ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
 Monday, August 13, 2012
Field Meeting (time and place as listed herein)
 7:30 PM – Regular ASCC Meeting
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

FIELD MEETING*

4:00 p.m., 260 Mapache Meeting is for Preliminary consideration of plans for residential redevelopment of this 2.5 acre, Westridge Subdivision property. (ASCC review to continue at Regular Meeting)

5:00 p.m., 25 Kiowa Court Meeting is for consideration of a fencing permit proposal that requires special ASCC considerations due to slope. (ASCC review to continue at Regular Meeting)

7:30 PM - REGULAR AGENDA*

1. Call to Order:
2. Roll Call: Breen, Clark, Hughes, Koch, 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. Architectural Review For Fence Permit, 25 Kiowa Court, Lin
5. New Business:
 - a. Preliminary Review, Architectural Review for Residential Redevelopment, and Site Development Permit X9H-640, 260 Mapache Drive, Davison
 - b. Architectural Review – Carport Enclosure, Portola Valley Ranch PUD Property, 16 Coalmine View, Middleman
6. Recommendations For Establishing ASCC Policy – Procedures For Conservation Committee Input To The ASCC
7. Approval of Minutes: July 23, 2012
8. Adjournment



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, August 14, 2012 - 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes from June 12, 2012
4. Financial Review and Budget Discussion
5. Old Business
 - a) Discussion of Portola Road Corridor Task Force; Feedback from Trails & Paths Committee
 - b) Discussion of Updating Signage Regarding Leashes for Dogs on certain trails
6. New Business
 - a) Trail Work – June & July 2012
 - b) Discussion of Trail at Town Center leading to Larry Lane Hitching Post
7. Other Business
8. Adjournment

Enclosures:
Minutes from Regular Meeting of June 12, 2012
Financial Review
Trail Work and Map for June & July 2012



Town of Portola Valley
Special Nature and Science Committee Meeting
Thursday, August 16, 2012 – 4:00 pm
Historic Schoolhouse
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. Minutes of June 14, 2012 meeting
4. Reports:
 - Nancy Lund – Trip into the Hawthorns
 - Tick gathering/Lyme testing results
5. Planning:
 - Andrew – Star Party
 - Paul and Treena – Geology Day
 - Other proposals for future programs
6. Budget Report:
7. Action Items:
 - Allocate program funds as needed
8. Publicity:
9. Other reports including Sub-Committee/Liaison Reports:
 - Sustainability Committee
 - Conservation Committee
 - Sudden Oak Death Study Group
10. Adjournment:
 - Next meeting date: October 11, 2012



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission
FROM: CheyAnne Brown, Planning Technician
DATE: August 10, 2012
RE: Cancellation of Planning Commission Meeting

The Regular Meeting of the Planning Commission scheduled for Wednesday, August 15, 2012 has been cancelled. The next regular meeting of the Planning Commission is scheduled for Wednesday, September 19, 2012 at 7:30 p.m.

cc: Town Manager
Town Council
Town Planner
Country Almanac
Barbara Templeton

This Notice is posted in compliance with Section 54955 of the Government Code of the State of California.

Date: August 10, 2012

CheyAnne Brown
Planning Technician

Architectural & Site Control Commission
August 13, 2012 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: August 10, 2012

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY

7:30 PM – Regular Town Council Meeting

Wednesday, August 8, 2012

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

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

All Present

ORAL COMMUNICATIONS

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

John Carnes and Gaylynn Mann reported on the new High Fire Danger signs for the Town. You can sign up for SMC Alert and pick up a “Red Flag Day” sign for your neighborhood at the scheduled meeting on Monday, August 13 and Tuesday, August 14 at Fire Station 19, 4091 Jefferson, RWC from 5:30 PM to 7:30 PM.

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 July 25, 2012
- (2) **Approval of Warrant List** – August 8, 2012

Items 1 and 2 - Approved 5-0

REGULAR AGENDA

- (3) **Recommendation by Town Planner** – Direct ASCC to review and forward recommendation to the Town Council on the Kelley Property Bridge application

Council directed ASCC to review proposed driveway and bridge plans and deposit be paid by applicant 5-0

- (4) **Recommendation by Administrative Services Officer** – Signature Policy Update
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Modifying Signature Authority for Checks (Resolution No. 2567-2010)
- (5) **Recommendation by Administrative Services Officer** – Fiscal Year Ending 06/30/12 Interfund Transfer

Items 3, 4 and 5 - Approved 5-0

- (6) **Recommendation by Sustainability Coordinator** – Consideration of a Position Statement on Current Legislation SB1222

Council authorized Mayor to sign and staff to execute letter of support 5-0

- (7) **Recommendation by Sustainability Coordinator** – Consideration of the League of California Cities proposed Resolution requesting suspension of implementation or revision of the California Global Warming Solutions Act (AB32 of 2006)

Council appointed Mayor as delegate for the Town and vote “No” on the subject resolution – Approved 5-0

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (8) **Recommendation by the Conservation Committee** – Proposed change to Committee Charter

Charter Change Approved 5-0

- (9) **Reports from Commission and Committee Liaisons**

There are no written materials for this item.

Councilmember Aalfs – Councilmember's Driscoll and Aalfs and Town Manager met with Windmill School representatives to discuss possible locations for Windmill School.

Councilmember Driscoll – A subcommittee of Council, Staff, Town Historian and Commissioners will meet to discuss options for the Woods Property

Councilmember Wengert – RHNA meeting of July 26 continue to work on the draft allocation for housing requirements for cities and towns. The Infrastructure Subcommittee discussed best practices and Bay Area guidelines within the multijurisdictional transportation based program. Councilmember Wengert, Town Manager Pegueros and Town Planner Vlasic met with the owner of Rossotti's Alpine Inn to discuss the extension to the ground lease and conditional use permit.

Vice Mayor Richards – None to Report

Mayor Derwin – Attended a BASCWA meeting and met with Robb Gazetta, Vice President of Operations for Cal Water. Mayor Derwin met with SamTrans representative regarding a bus operation for kids in Town to run between Ormondale to Corte Mader and Town Center. Mayor Derwin, Vice Mayor Richards and Town Manager Pegueros attended a lunch meeting at The Sequoias where they met new Executive Director for the Sequoias, Jay Zimmer. The Community Events Committee is finalizing details for the upcoming Blues and BBQ event.

WRITTEN COMMUNICATIONS

(10) Town Council Weekly Digest – July 27, 2012

#8 - Mayor requested staff track project cost

(11) Town Council Weekly Digest – August 3, 2012

#6 - Town Manager requested guidance on mailing a budget postcard

#10 – Town Manager reported that the new webpage on Affordable Housing has received a large response; Councilmember Driscoll requested activity/traffic details

Adjourned to Closed Session: 8:35 pm

CLOSED SESSION

(12) CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code Section 54956.8

Properties: 900 Portola Road and Town-owned lots in Blue Oaks subdivision

Town negotiators: Town Attorney and Councilmember Wengert

Negotiating parties: Geoff and Colleen Tate

Under negotiation: price and terms of payment

REPORT OUT OF CLOSED SESSION – None to Report

ADJOURNMENT: 9:11 pm

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

SUBMITTAL OF AGENDA ITEMS

The deadline for submittal of agenda items is 12:00 Noon WEDNESDAY of the week prior to the meeting. By law no action can be taken on matters not listed on the printed agenda unless the Town Council determines that emergency action is required. Non-emergency matters brought up by the public under Communications may be referred to the administrative staff for appropriate action.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge any proposed action(s) in court, you may be limited to raising only issues you or someone else raised at the Public

From: Jessica Stanfill [jstanfill@cacities.org]
Sent: Monday, August 06, 2012 2:45 PM
To: Jessica Stanfill
Subject: 2012-13 Peninsula Division Executive Committee Elections
Attachments: 2012-13 Pen Div Executive Committee Candidate Biographies.pdf; 2012-13 Peninsula Division Executive Committee Ballot.pdf; 2012 Annual Breakfast Invitation.pdf

Dear Peninsula Division Mayors, Elected Officials, City Managers and City Clerks,

Enclosed is the ballot for the 2012-13 Executive Committee for the Peninsula Division of the League of California Cities. Attached are biographies of the candidates for your review. Cities are entitled to one vote for each office.

Ballots have been mailed to the Division's Mayors and should be mailed back to me by Friday, August 31st and or can be delivered at the Annual Breakfast on Friday, September 7th. All ballots will be opened and tabulated at the Annual Breakfast meeting. The new officers will be introduced at the breakfast meeting. Ballots can be mailed to the following address: Jessica Stanfill Mullin, PO Box 5630, South San Francisco, CA 94080.

Also, attached is t for the invitation for the Annual Breakfast – please RSVP to me if you are planning on attending the breakfast.

Candidates for the 2012-13 Executive Committee of the Peninsula Division are:

President:

Rich Garbarino, Mayor, South San Francisco

Vice President:

Chuck Page, Mayor, Saratoga

Secretary-Treasurer:

Kelly Fergusson, Council Member, Menlo Park

At-Large – VOTE FOR ONE CANDIDATE IN EACH COUNTY

Santa Clara County

Jason Baker, Council Member, Campbell

Nancy Shepherd, Council Member, Palo Alto

San Mateo County

Michael Brownrigg, Council Member, Burlingame

If you have any questions, please let me know.

Sincerely,
Jessica

Jessica Stanfill Mullin
Regional Public Affairs Manager
Peninsula Division, League of California Cities



Candidate's Biographies for the

2012-13 League of California Cities Peninsula Division Executive Committee

Position: President

Candidate: Rich Garbarino, Mayor, South San Francisco



Application Statement:

RELATED QUALIFICATIONS POSITION OF PRESIDENT

I have been a member of the Peninsula Division since my appointment to the City Council in 2002. I have previously served as the Member at Large, Secretary/Treasurer and currently am the Vice President of the Division and a member of the Board of Directors. My Division activities include member of the Bocce Tournament Committee and fund raiser/SOS "singing" group, that worked to ensure passage of Prop. 22. I have also served on various policy committees over the years. I have a firm belief in what the League is doing to preserve the integrity of our cities and retain local autonomy and will continue to work towards that end. I would hope to continue serving the Division and the League as the Division President. Thank you for your consideration of my application.

Respectfully,

Rich Garbarino

Rich Garbarino Biography

Rich Garbarino was appointed to the Council in December 2002 to fill the vacancy left with the election of Gene Mullin to the Assembly. Mayor Garbarino ran for election in 2003 and was elected to his first full four year term. On December 5, 2006, and again on December 5, 2011, he was sworn in to serve as Mayor of South San Francisco. Mayor Garbarino was re-elected in 2007 & 2011 with his current term expiring in 2015.

Mayor Garbarino was born and raised in San Francisco. He received an Associates degree in Business from City College of San Francisco and a Bachelor of Arts degree in Business Management from La Salle University. In addition, Mayor Garbarino holds several professional designations: Real Property Administrator, Registered Property Maintenance Professional, and Professional Asset Manager.

Mayor Garbarino and his wife Elaine (Higuera) have lived in South San Francisco since 1964. They have three children, Gina, Rich Jr., and Andrea, and six grandchildren.

Mayor Garbarino's professional career includes positions of Director/Manager in the Fiscal Affairs Department of San Francisco State University, Director, Plant Operations/Plant Services, San Francisco State University,

Operations Manager for Homart Development, Supervisor, Facility Services Department of Bechtel Power Corporation, Regional Manager, Bekins Building Maintenance Corporation, and Partner in a family-owned business.

Mayor Garbarino's community and public service commitments span 22 years and include:

- City of South San Francisco City Council, 2002-present
- Member, Parks and Recreation Commission, four terms, from 1981 to 2002. Served as Chair, four times during his tenure.
- Code Enforcement Hearing Officer, 2000-2002
- BART Citizens Advisory Board
- President Avalon-Brentwood Homeowner's Association, 1986-2002
- Youth Baseball coach, seven years, including girls' softball
- Cub Scout Pack Leader
- Initiated the collection and sending of primary and secondary school textbooks for the TRW Secondary School of Christmas Island, Republic of Kiribati
- Secured donations of funds/equipment from private and public sectors for the Parkway Middle School computer lab
- Organized the pickup/delivery of bakery goods for Safe Harbor shelter
- Junior Achievement volunteer, Los Cerritos Elementary, "How Government Works" program
- Is assisting third grade teachers at Spruce School with the gathering of materials for a permanent display of South San Francisco history for their students
- Volunteer presenter, El Camino High School, "Why We Vote"
- Volunteer reader, Los Cerritos School Principal's Book of the Month program
- Member St. Veronica's Parish Council, liaison to the Parish Finance Committee and member of Usher's Group
- Member P.A.L. Booster Club

Liaison Assignments:

- South San Francisco School District
- Airport / ANIP

Local Assignments and Committees:

- Community Development Block Grant
- Bio-Science Sub-Committee – organized a science project partnership with the South San Francisco Unified School District, various bio-tech firms and the City

Regional Assignments:

- Airport Community Roundtable Land Use Committee
- Peninsula Traffic Congestion Relief Alliance Board
- Senior Mobility Task Force
- Association of Bay Area Governments (ABAG) City's voting delegate
- ABAG Executive Board Member
- ABAG Regional Airport Planning Committee
- Peninsula Division, Council of Cities, member of the Executive Board
- Member, San Mateo Domestic Violence Council
- Congestion Management Environmental Quality

State Assignments:

- Member, League of California Cities Public Safety Policy Committee

Position: Vice President**Candidate: Chuck Page, Mayor, Saratoga****Application Statement:**

I have served on the Board of Directors of the Peninsula Division of the League of California Cities for the past 3 years. I also serve as the Vice Chair of the League's Environmental Policy Committee. I welcome the opportunity to continue my service to the Peninsula Division as Vice President and dedicate myself to ensure that the Division has a strong voice in the League as we continue our fight for local control and collaborative solutions to the issues that we face.

Chuck Page – Biography

Elected to Saratoga City Council 2006, re-elected 2010

- **2009, 2012** – Mayor
- **2008, 2011** – Vice Mayor
- **2009 – Present** – Member of League of California Cities Environmental Policy Committee, Vice Chair in 2012
- **2009 – Present** – At-Large Member of the Board of Directors, Peninsula Division of League of California Cities
- **2006 – Present** West Valley Sanitation District (Chairman 2009, 2012)
- **2009 – 2011** Valley Transportation Authority Board of Directors
- Saratoga Planning Commissioner – 1998-2001
- President & Board Member, Friends of Saratoga Library – 2000-2003
- Board Member – Saratoga Area Senior Coordinating Council (SASCC)
- Saratoga Rotarian since 2000
- Started Youth Group at SH Church, Saratoga, 2005-6
- Auctioneer for Boys & Girls Club of Silicon Valley, Sacred Heart Church, Saratoga HS Sports Boosters, Assistance League of Saratoga-Los Gatos, Saratoga Rotary, Boy Scouts of America, etc.

Born Schenectady, New York, grew up in Northern New Jersey

Attended Fairfield University and Ramapo College of NJ, and graduated with a

- BS Mathematics and
- BS Business Administration

Work History

IBM – 15 years:

- Programmer, Systems Engineer, Sales Rep
- Sales Manager
- National Sales & Marketing Manager – CAD/CAM Solutions

Worked for Microsoft as Regional Director, Los Angeles

Worked for several Computer Sales firms as Sales and Professional Services manager in the Technology arena

Government Relations & Sales for RecycleBank and Republic Services

Currently Financial Services Representative for First Investors

Position: Secretary/Treasurer**Candidate: Kelly Fergusson, Councilmember, Menlo Park****Application Statement:**

The League of California Cities is a vital organization, now more than ever, because it is critical for the interests of cities to be represented effectively in Sacramento. It is also important as a professional, educational and networking “trade” organization where we can learn about best practices in every aspect of our public service vocation.

I have served on three different state-wide LCC policy committee over five years, and have participated in signature gathering and publicity events for LCC-driven ballot initiatives as well as lobbying efforts in Sacramento. I always attend the LCC annual conference, and as many quarterly chapter meetings as I am able. (Of course as an officer, attending the chapter meetings would be of even greater priority.)

I welcome the opportunity to serve!

Kelly Fergusson Biography

Since her election to Menlo Park City Council in 2004, Kelly Fergusson has been known for her dynamic, neighborhood-empowered leadership style. A long-time community champion, Kelly launched the Downtown Block Parties, revitalized neighborhood commercial centers, and advocated for local small businesses, including playing a key role in saving Kepler's Books. Tough fiscal management in lean times has resulted in a triple-A credit rating for Menlo Park, one of only a handful of California cities to achieve this distinction.

Additional highlights of Kelly's tenure on City Council include recruitment of Tesla Motors' showroom on El Camino Real, relocation of Facebook's global headquarters to Menlo Park, and the opening of the Rosewood Hotel on Sand Hill Road. To serve our youth and broader community, four new world-class recreation facilities (pool, gymnasium, gymnastics center, and family recreation center) grace the City Hall campus, and popular recreation programs fill our vibrant sports fields, pools and many parks city-wide. In addition, Kelly has ensured Police Services are a top city priority.

Regionally, Kelly is vice-chair of the San Mateo County Council of Cities, board member of the Bay Area Water Supply and Conservation Agency (BAWSCA) and the Bay Conservation and Development Commission (BCDC, alternate). She previously served on a number of other transportation- and infrastructure-related policy boards, including San Francisquito Creek JPA, and as a founding member of Peninsula Cities Consortium and Coalition for Expanded Transit (CETS). She serves on the Advisory Council of Peninsula Volunteers, which provides services to our aging residents.

She earned a B.S. in Applied Earth Sciences (Land Use Planning) and a M.S. and Ph.D. from Stanford University in Civil Engineering. Kelly lives in the Willows neighborhood of Menlo Park with her husband Robert Zeien who works for Stanford School of Medicine and is an avid youth baseball and basketball coach. They have two children, Grace (13) and Elliot (10), as well as Dusty, a German Shorthair Pointer.

Position: At-Large Representative, Santa Clara County**Candidate: Jason Baker, Councilmember, Campbell****Application Statement:**

I have been active with the State league and the Peninsula division, including serving as a Peninsula Division representative to the Public Safety Committee for the past two years. In addition, I serve on the committee for one the division's main fundraisers, the Bocce Ball tournament. I have also been active and informed regarding regional issues, including through my membership on the Cities Association of Santa Clara County, where I now serve on the Executive Board as Secretary/Treasurer.

Jason Baker Biography

Jason Baker was elected to the Campbell City Council in November 2008. Mr. Baker served as Campbell's Mayor for 2011 before returning to the role of Council Member to complete his four year term.

Mr. Baker earned his B.A. in Political Science at the University of California at Davis in 1995. After graduation, he was a Research Associate for the Violence Prevention Research Program at the UC Davis School of Medicine for two years prior to entering law school. While attending law school, Mr. Baker clerked for the Special Litigation Division of the San Francisco City Attorney's Office. Mr. Baker received his J.D., Cum Laude from Santa Clara University School of Law in 2000.

Mr. Baker has been active on a number of County boards and commissions, particularly in the area of public safety and emergency preparedness. He currently serves as the Vice Chair of the Silicon Valley Regional Interoperability Authority, and as Vice Chair of the Santa Clara County Emergency Preparedness Council. In both 2010 and 2011 he was selected by the president of the Peninsula Division of the California League of Cities to represent the division on the California League's Public Safety Committee. Mr. Baker is now serving his second year as a board member of the Cities Association of Santa Clara County; he now serves on the Executive Board as well, as Secretary/Treasurer of the Cities Association.

Mr. Baker is the founder the Law Office of Jason Baker, located in downtown Campbell. He is very happily married to his lovely wife Mairead; together they have a son, Eamonn (4yrs), and a daughter, Rowan (2yrs).

2012 City Council Committee Assignments:

- Advisory Commissioner Appointment Interview Subcommittee
- Downtown Subcommittee
- Economic Development Subcommittee
- Legislative Subcommittee
- League of California Cities*
 - Public Safety Policy Committee*
- Cities Association of Santa Clara County:
 - Board of Directors
 - Executive Board
 - Cities Selection Committee
- Santa Clara County Emergency Preparedness Council (Vice Chair)
- Silicon Valley Interoperability Authority (SVRIA) (Vice Chair)



Position: At-Large Representative, Santa Clara County

Candidate: Nancy Shepherd, Councilmember, Palo Alto

Application Statement:

As a City Council Member for Palo Alto, I have been involved in regional topics regarding transportation, housing, education and legal services. My experience will help service the county and peninsula League based on my long standing relationship with community leaders and activists. I would appreciate this appointment.

Nancy Shepherd Biography

Personal

Born in San Francisco, CA and raised in California
Resident of Palo Alto since 1984

Occupation

Self-employed Managerial Accountant, part time

Education

San Francisco State University
Graduate, Mid-Peninsula Leadership
MA International Relations SFSU

Council Service

Elected to City Council in 2010

Council Committees

Policy & Services
Finance Committee, Chair 2012
Rail Committee
Liaison, Utilities Commission
Liaison, Library Advisory Commission
Liaison, Historic Resource Commission
Liaison, Public Arts Commission
Liaison, VTA Bus Rapid Transit Policy Advisory Committee
Alternate, VTA Policy Advisory Committee

Community Service

2008-Present, Trustee, Mid-Peninsula High School
2006-2010, Financial Manager, Community Legal Services in East Palo Alto
2004-2009, Treasurer, Palo Altans for Government Effectiveness (PAGE)
2003-2005, Event Planner, Adolescent Counseling Services
2000-2002, President, Palo Alto Council of PTAs
1999-2002, Board Member, Palo Alto Foundation for Education
1995-2002, Organizer, PAUSD district-wide fundraising

Awards

2009 & 2010, The Wiley W. Manuel Award for Pro Bono Legal Service, The State Bar of California
2007, Sally Siegel Award, Palo Alto Council of PTAs
2006, Volunteer of the Year Award, Adolescent Counseling Service
2002, California State PTA Honorary Service Award, Palo Alto Council of PTAs

Position: At-Large Representative, San Mateo County**Candidate: Michael Brownrigg, Councilmember, Burlingame****Application Statement:**

I am a California native, growing up in the Bay Area and attending local schools until my mother moved us to the UK. In 1997, my life came full circle when a SF-based venture capital firm hired me away from my job in US Foreign Service in Hong Kong. I have been engaged for most of my life in public service or in helping young companies grow; I appreciate dynamism, I support smart growth, and I believe in sound investments that have measurable returns for quality of life and economic wellbeing.

Michael Brownrigg Biography

Prior to founding Total Impact Advisors, Michael spent 11 years in venture capital and 12 years in the US Foreign Service. At ChinaVest, the oldest US private equity firm in China, Michael was Managing Partner and helped make and manage investments in growth companies in logistics, manufacturing, consumer services and information technology. Michael served on the Investment Committee and oversaw investor relations with ChinaVest's blue chip US institutional Limited Partners.

Michael's commitment to public service began in the US State Department, where he served our country as a diplomat in Syria, Washington DC and Hong Kong, and it continues today in his home town of Burlingame, California where he serves as one of five elected City Council members. He is also an advisor at the non-profit Foundation for a College Education, an institution aimed at working with disadvantaged kids and their families to prepare for and succeed in college. Finally, Michael speaks, teaches and writes when he can about international economics (see, e.g., the Washington Post op-ed "Our Stake in the Bailouts"). Michael received his BA from Williams College in Economics and German.

"I eye-witnessed the China miracle in the 1990s, where more people were lifted out of poverty in less time than at any period in our planet's history. The mechanism was the market and entrepreneurship. I believe strongly that private enterprise can be a powerful engine for social benefits, when constructed and financed appropriately."



**PENINSULA DIVISION
MEMBER CITIES**

- ATHERTON
- BELMONT
- BRISBANE
- BURLINGAME
- CAMPBELL
- COLMA
- CUPERTINO
- DALY CITY
- EAST PALO ALTO
- FOSTER CITY
- GILROY
- HALF MOON BAY
- HILLSBOROUGH
- LOS ALTOS
- LOS ALTOS HILLS
- LOS GATOS
- MENLO PARK
- MILLBRAE
- MILPITAS
- MONTE SERENO
- MORGAN HILL
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- PACIFICA
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- SAN BRUNO
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- SOUTH SAN FRANCISCO
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DIVISION OFFICERS

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CITY OF MORGAN HILL
- VICE PRESIDENT**
- RICH GARBARINO
MAYOR
CITY OF SOUTH SAN FRANCISCO
- SECRETARY/TREASURER**
- STEVE RICE
MAYOR
TOWN OF LOS GATOS
- DIRECTOR**
- ART KIESEL
MAYOR
CITY OF FOSTER CITY
- PAST PRESIDENT**
- BARBARA PIERCE
COUNCILMEMBER
CITY OF REDWOOD CITY
- AT LARGE**
- CHUCK PAGE, MAYOR
SARATOGA
- KIRSTEN KEITH, MAYOR
MENLO PARK
- STAFF LIAISON**
- JESSICA STANFILL
REGIONAL REPRESENTATIVE
EMAIL: [JSTANFILL@CACITIES.ORG](mailto:jstanfill@cacities.org)

**Peninsula Division
2012-2013 OFFICERS BALLOT**

CITY:

Please return to Jessica Stanfill, PO Box 5630, So San Francisco, CA 94080 by August 31st or deliver at the breakfast on September 7th.

President:

Rich Garbarino, Mayor, So. S.F. Yes

Vice President:

Chuck Page, Mayor, Saratoga Yes

Secretary-Treasurer:

Kelly Fergusson, Council Member, Menlo Park Yes

At-Large – VOTE FOR ONE CANDIDATE IN EACH COUNTY

Santa Clara County

Jason Baker, Council Member, Campbell Yes

Nancy Shepherd, Council Member, Palo Alto Yes

San Mateo County

Michael Brownrigg, Council Member, Burlingame Yes

Name (please print)

Title

Signature



**PLEASE JOIN US FOR THE
PENINSULA DIVISION'S
ANNUAL BREAKFAST AT THE
LEAGUE OF CALIFORNIA CITIES
2012 ANNUAL CONFERENCE**

**FRIDAY, SEPTEMBER 7TH
7:30–8:45 AM**

SAN DIEGO CONVENTION CENTER

**RSVP: JESSICA STANFILL MULLIN AT
JSTANFILL@CACITIES.ORG OR
(650) 238-4111**

PORTOLA VALLEY TOWN HALL



WILL BE CLOSED

**Monday,
September 3, 2012**

In observance of Labor Day

In Case of Emergency: Sheriff's Office: 911



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: August 10, 2012
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended August 10, 2012.

1. **Emergency Management Training** – I attended “Introduction to Emergency Management: Earthquake” provided by the California Emergency Management Agency training in Redwood City. The training was invaluable both in preparation for a major disaster and in the connections made. I worked closely with the area manager for the American Red Cross, the CalFIRE Battalion Chief for our area, and the County Office of Emergency Services Coordinator. On a related matter, I’m pleased to report that the majority of Town staff have completed the three emergency prepared training modules required by the Federal Government.
2. **\$10M Grant Opportunity** – The County of Santa Clara is soliciting grant applications (attached) from public agencies, non-profits, and Stanford University for projects totaling \$10,379,474 that will mitigate for the loss of recreational opportunities due to development on Stanford’s campus approved in 2000. Staff is working to prepare several applications to request funding for: Ford Field renovations, bike lanes, and pathway improvements. Applications are due September 6th.

APPLICATION GUIDELINES

FOR

**PROJECTS TO ADDRESS ALTERNATIVE MITIGATION RESULTING
FROM THE LOSS OF RECREATIONAL OPPORTUNITIES DUE TO
DEVELOPMENT RESULTING FROM STANFORD UNIVERSITY'S 2000
GENERAL USE PERMIT**

Background and Purpose

The Board of Supervisors of the County of Santa Clara has available \$10,379,474 to use on projects that will mitigate for the loss of recreational opportunities for existing or new Stanford residents and facility users due to development on the Stanford University campus resulting from approval of a General Use Permit (GUP) in 2000.

In 2000, the County certified a program EIR and issued the GUP to Stanford University for campus-wide development. EIR Impact OS-3 recognizes that the development permitted under the GUP would significantly impact recreational opportunities for existing or new campus residents and facility users. This impact is the result of Stanford housing development on several sites used for recreation and an overall increase to Stanford's resident and worker population, which would reduce the availability of recreational facilities while increasing the demand for such facilities.

To mitigate the loss of recreational opportunities, two mitigation measures were adopted. **Mitigation OS-3A** requires Stanford to improve parks in the faculty area to provide suitable recreational opportunities for the campus population and to continue to provide neighborhood recreation opportunities in new residential areas.

Mitigation OS-3B requires Stanford to dedicate the trail easements. Mitigation OS-3B does not require Stanford to make any improvements to the trail corridors. Mitigation OS-3B was satisfied by GUP condition 1.2 requiring Stanford to dedicate easements for, develop, and maintain the portions of two trail alignments which cross Stanford lands shown in the 1995 Santa Clara Countywide Trails Master Plan (Routes S1 and C1). Agreements for the trails easements were to be executed within one year of GUP approval in 2000.

However, due to complexities associated with the C1 alignment, the Board directed County staff and Stanford in 2001 to suspend work on the C1 alignment and to proceed with the S1 alignment. In December 2005, the Board authorized the County Executive to execute a Trails Agreement with Stanford University.

Trails Agreement

The Trails Agreement required Stanford to construct and dedicate one of the specific S1 trail alignments. Stanford completed construction of the S1 trail alignment and the trail was opened

to the public on May 20, 2011. The C1 trail alignment proposed by Stanford generally followed Alpine Road. Because portions of this alignment ran through jurisdictions of the County of San Mateo and the Town of Portola Valley, the Trails Agreement gave Stanford time to reach agreement with those jurisdictions for their portions of the alignment. If Stanford did not reach agreement with the County of San Mateo and/or the Town of Portola Valley within a certain amount of time, Stanford was required to pay the County \$8.4 million for the portion of the C1 trail in the County of San Mateo and \$2.8 million for the portion in the Town of Portola Valley.

The County of San Mateo and Stanford did not reach agreement within the amount of time identified in the Trails Agreement and, thus in accordance with the Trails Agreement, Stanford paid the County \$10,379,474 on February 29, 2012. These funds are to be used to mitigate the significant environmental impact on the availability of recreational facilities caused by development authorized under the GUP. In particular, the Trails Agreement specifies that these funds must be used to mitigate the adverse effect on recreational opportunities for existing or new campus residents and facility users that will be caused by the housing and academic development approved by the GUP, which will reduce the availability of recreational facilities while increasing the demand for such facilities. The Trails Agreement further provides that funds shall not be used for facilities on Stanford University lands without Stanford's consent.

Applicant Eligibility

Local public agencies, 501(c)(3) non-profit corporation, and Stanford University are eligible to apply for funding of recreational facilities.

Project Eligibility Criteria

Before a project may be considered, applicants must submit an application packet that demonstrates the fulfillment of the following conditions:

- The proposed project must demonstrably provide recreational opportunities to new and existing Stanford residents and facility users in a manner that will mitigate Impact OS-3, specifically: "the adverse effect on recreational opportunities for existing or new campus residents and facility users that will be caused by the housing and academic development approved by the GUP, which will reduce the availability of recreational facilities while increasing the demand for such facilities." (Trails Agreement, §4(i).)
- The proposed project will be located within or near the geographic boundary depicted in the attached map, **Exhibit I**.
- The proposed project shall be located on public land, public park, or on private property. A public park is a park that is owned or operated by a county, a city, or other public agency, such as, an open space district. Eligible private property is land where the proposed project is to be located that is (i) dedicated to public access for recreational use by deed or other legal agreement and (ii) open to the public on a non-discriminatory basis.

Where the proposed recreational use is established by agreement, such as, a lease, the agreement must provide for continual use for recreational purposes on a non-discriminatory basis, and the applicant must submit documentation from the property owner consenting to the proposed project and committing to the execution of a Project Agreement.

- If the proposed project is located on Stanford lands then provide written consent from Stanford University with project application submittal.
- Prior to award of County funding, the project will comply with CEQA.

Public Access to Proposed Project

As a condition of receiving funding from the County of Santa Clara, the public must have access to the proposed project.

As part of an application where public access already exists, the applicant must submit a deed or other legal agreement demonstrating that the property where the proposed project will be located is retained for public access and recreational use.

Where the proposed project is located on private property or on public property not available to public access, the applicant will convey to the County of Santa Clara or other local public entity an easement or other legal agreement to provide public access deemed sufficient by the Board of Supervisors. The easement or other legal agreement will ensure that the property where the project is located will be retained for public access and recreational use. The easement, or other legal agreement, will be executed by the applicant prior to receipt of grant funding from the County, and the County or other local public entity will execute and record the easement, or other legal agreement, upon distribution of grant funding to the applicant.

Funding Assistance Acknowledgement

The applicant is required to publically acknowledge County of Santa Clara funding assistance. The primary recognition will be a plaque permanently affixed to the recreational facility structure or on a prominent location on the project site, visible to the public. Additionally, the applicant must give credit to the County in project-related materials including newsletters, brochures, and internet messages regarding the project for which the grant funds were used.

The acknowledgement credit shall read: "Project made possible in part by funding from the County of Santa Clara."

Operation and Maintenance

Upon completion of the project, the applicant must open the property to the public, and continuously operate and maintain the property for the benefit of the public. Ongoing maintenance of the property is solely the responsibility of the applicant.

TOWN COUNCIL WEEKLY DIGEST

Friday – August 17, 2012

- 1. Agenda – Sustainability Committee – Monday, August 20, 2012
- 2. Agenda – Parks & Recreation Committee – Monday, August 20, 2012
- 3. Action Agenda – ASCC – August 13, 2012
- 4. Letter from San Mateo County Library – Request use of the Historic Schoolhouse – October 20, 2012
- 5. Letter from Cliff Lentz, Mayor of Brisbane – Request for appointment to HEART Board
- 6. Memo from Town Manager, Nick Pegueros re: – Weekly Update – Friday, August 17, 2012

Attached Separates (Council Only)

- 1. Lucile Packard Children's Hospital at Stanford - Invitation to Groundbreaking Ceremony of Hospital Expansion – September 6, 2012
- 2. Comcast – Internet Essentials Program Report
- 3. The League of Women Voters – Bay Area Monitor – August/September 2012
- 4. HEART San Mateo County – Opening Doors in Our Community – Summer 2012
- 5. Bay Area Municipal Elections Committee (BAYMEC) – Invitation to the 28th Anniversary Dinner – September 22, 2012
- 6. Silicon Valley Community Foundation – 2012 Regional Meeting – New Rules: The Changing Role of Government – October 2, 2012



TOWN OF PORTOLA VALLEY
Special Sustainability Committee Meeting
Monday, August 20, 2012 3:30 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 July 16, 2012
4. Presentation by Camille Bossut on "High Energy Homes" and How to Identify the Cause of Unnecessary Energy Use
5. Update on Programs
 - a. Acterra High Energy Homes Program
 - b. Energy Upgrade Portola Valley
 - c. Green Towns SunShares
 - d. Tuesday Harvest Speaker Series
 - e. Water Conservation
 - f. Climate Action Plan and Greenhouse Gas Emissions Inventory
6. Discussion on Pools
7. Discussion on Projects/Outreach
 - a. New Homeowner Engagement Program
 - b. Light Bulb Testing Kit
 - c. Detective Kit
 - d. Green Home Tour
8. Next Steps, Next Meeting Date & Reminders
 - a. Next Meeting on Monday, September 17
9. Announcements
 - a. Silicon Valley Watershed Summit – Saturday, September 22nd
 - b. Neighborhood Clean Up Days – October 6th
 - c. Hazardous Waste Disposal – October 13th (appointment required)
 - d. Hands-On Native Garden Container Workshop – October 27th
 - e. Behavior in Energy & Climate Change Conference – November 11 – 14th
10. Adjournment by 5:00 p.m.



Town of Portola Valley
Parks & Recreation Committee Meeting
Monday, August 20, 2012 – 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: June 18, 2012 (*5 minutes*) (*no quorum at July meeting so June minutes carried over*)
4. Reports from Staff and Council (*5 minutes*)
5. Ford Field Update (*60 minutes*)
6. Town Center Softball Field Improvements (*15 minutes*)
7. Adjournment

Next meeting: September 17, 2012



**ACTION
AGENDA**

FIELD MEETING*

4:00 p.m., 260 Mapache Meeting is for Preliminary consideration of plans for residential redevelopment of this 2.5 acre, Westridge Subdivision property. (ASCC review to continue at Regular Meeting)

5:00 p.m., 25 Kiowa Court Meeting is for consideration of a fencing permit proposal that requires special ASCC considerations due to slope. (ASCC review to continue at Regular Meeting)

7:30 PM - REGULAR AGENDA*

1. Call to Order: 7:30 p.m.
2. Roll Call: Breen, Clark, Hughes, Koch, Warr (**All present. Also present: Tom Vlasic Town Planner; CheyAnne Brown Planning Technician; Jeff Aalfs Town Council Liaison, Nate McKitterick Planning Commission Liaison**)
3. Oral Communications: **None.**

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

4. Old Business:
 - a. Architectural Review For Fence Permit, 25 Kiowa Court, Lin **Project denied as ASCC was unable to make findings to grant relief from the fence regulations.**
5. New Business:
 - a. Preliminary Review, Architectural Review for Residential Redevelopment, and Site Development Permit X9H-640, 260 Mapache Drive, Davison **ASCC offered comment, heard further applicant comment and provided feedback to project team. Review continued to 9/10/12 meeting.**
 - b. Architectural Review – Carport Enclosure, Portola Valley Ranch PUD Property, 16 Coalmine View, Middleman **Project approved as submitted.**
6. Recommendations For Establishing ASCC Policy – Procedures For Conservation Committee Input To The ASCC **ASCC discussed, offered comment and recommended procedure of notifying Conservation Committee of projects not**

requiring comment under the municipal code to allow the opportunity to submit comments if needed.

7. Approval of Minutes: July 23, 2012 **Approved as submitted.**
8. Adjournment **8:58 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.

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: August 10, 2012

CheyAnne Brown
Planning Technician



Library Administration
125 Lessingia Court
San Mateo, CA 94402
(650) 312-5258

Atherton Branch
2 Dinkelspiel Station Lane
Atherton, CA 94027
(650) 328-2422

Belmont Branch
1110 Alameda de las Pulgas
Belmont, CA 94002
(650) 591-8286

Brisbane Branch
250 Visitacion Avenue
Brisbane, CA 94005
(415) 467-2060

East Palo Alto Branch
2415 University Avenue
East Palo Alto, CA 94303
(650) 321-7712

Foster City Branch
1000 E. Hillsdale Boulevard
Foster City, CA 94404
(650) 574-4842

Half Moon Bay Branch
620 Correas Street
Half Moon Bay, CA 94019
(650) 726-2316

Millbrae Branch
1 Library Avenue
Millbrae, CA 94030
(650) 697-7607

Pacifica-Sharp Park Branch
104 Hilton Way
Pacifica, CA 94044
(650) 355-5196

Pacifica-Sanchez Branch
1111 Terra Nova
Pacifica, CA 94044
(650) 359-3397

Portola Valley Branch
765 Portola Road
Portola Valley, CA 94028
(650) 851-0560

San Carlos Branch
610 Elm Street
San Carlos, CA 94070
(650) 591-0341

Woodside Branch
3140 Woodside Road
Woodside, CA 94062
(650) 851-0147

The Honorable Mayor and
Members of the Town Council
Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

RECEIVED
AUG 17 2012

Dear Mayor Derwin and Members of the Town Council,

The Library would like to request use of the Schoolhouse for a free public program on Saturday, October 20th from 2-4PM.

The San Mateo County Library is working with the San Mateo County Office of Education on an anti-bullying campaign. As a result, the Portola Valley Library has a great opportunity to host an anti-bullying program during Bullying Prevention Awareness Month in October. Bullying is an issue of interest to the community and the culture at large right now; last year, a Library program on this topic brought in 60 attendees.

On Saturday, October 20th, we would like to screen the documentary "Bullying: A Culture of Silence" for an audience of teens and adults. The film, based on three years of interviews and research, will initiate a productive discussion about bullying. Director Sunnie McFadden-Curtis is available to host the screening of her documentary and would participate in a Q&A session after the film.

Usually, we host programs in the Library or the Community Hall. The light in the library makes it a difficult place to show a film, and the Community Hall is booked that day; in order to accommodate the filmmaker, we are unable to move the date or time. Please let me know if it would be possible to use the Schoolhouse for this program.

Thank you,

Nicole Pasini
Portola Valley Library Manager



CITY OF BRISBANE

50 Park Place
Brisbane, California 94005-1310
(415) 508-2100
Fax (415) 467-4989

August 16, 2012

To: My colleagues on the San Mateo County City Councils

Re: HEART Board Appointment

I am writing to express my interest in serving as a representative on the Housing Endowment and Regional Trust (HEART) Board.

My interest in affordable housing programs in San Mateo County is of particular concern at this time due to the recent elimination of redevelopment agencies and the effect this has had on affordable housing projects.

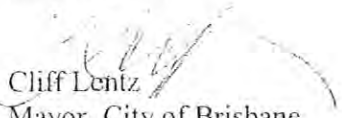
I am currently the Mayor of Brisbane and have been on the Brisbane City Council for almost three years. Prior to that, I served on the Brisbane Planning Commission for over eight years.

I have been an active supporter and volunteer for Rebuilding Together Peninsula which also serves to help low income families with their housing needs. And, I am currently serving as the representative on the City's Low and Moderate Housing Sub-Committee.

My interest in preserving and making affordable housing available to San Mateo County residents is why I ask for your consideration in serving on this Board.

Thank you.

Sincerely,


Cliff Lentz
Mayor, City of Brisbane



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: August 17, 2012
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended August 17, 2012.

1. **Required FEMA training complete** – I'm pleased to report that all Town staff members have completed FEMA's required Incident Command System (ICS) training. In the event of a natural disaster, FEMA requires EOC staff to have completed ICS training in order to receive financial aid.
2. **\$10M Grant Opportunity** – Staff is working with representatives from the Parks & Recreation, Conservation, and BPTS Committees to identify potential grant projects eligible for the funds announced by Santa Clara County in the last week's update.
3. **P&R Committee will receive updated arborist report re: Ford Field** – The Parks and Recreation Committee is meeting next week to discuss the Ford Field Project and receive an updated arborist report on the tree. The report identifies no improvement in the tree's condition since the last evaluation.
4. **Leslie Lambert's Retirement Party** – Save the date: Saturday, October 6th for Leslie's retirement party at 10AM in the Community Hall. Invitations to follow.
5. **Vacation** – I will be out of the office through September 4th. My travels will take me hiking and fishing in Truckee/Tahoe area and was planned prior to accepting

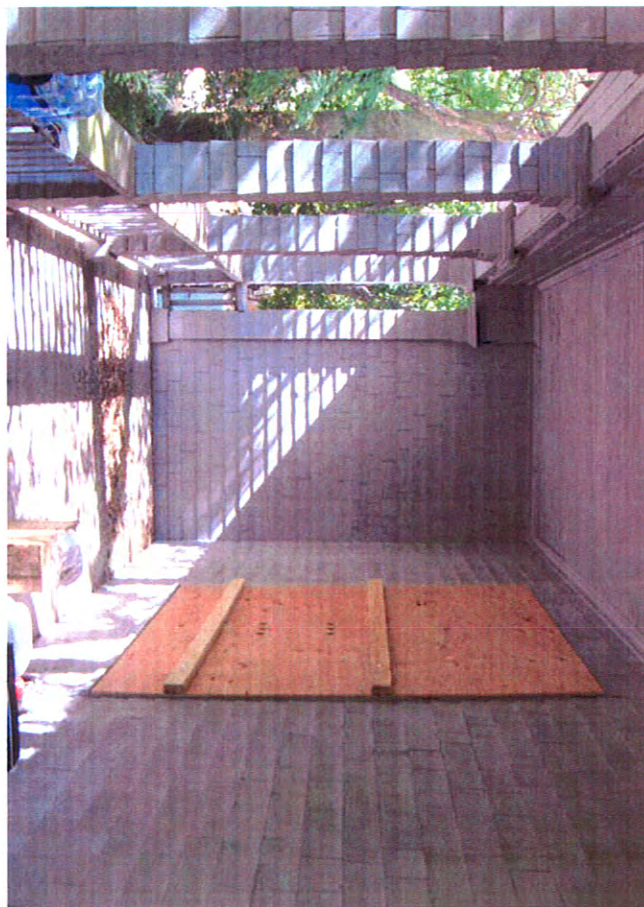
Memo to Mayor and Members of the Council

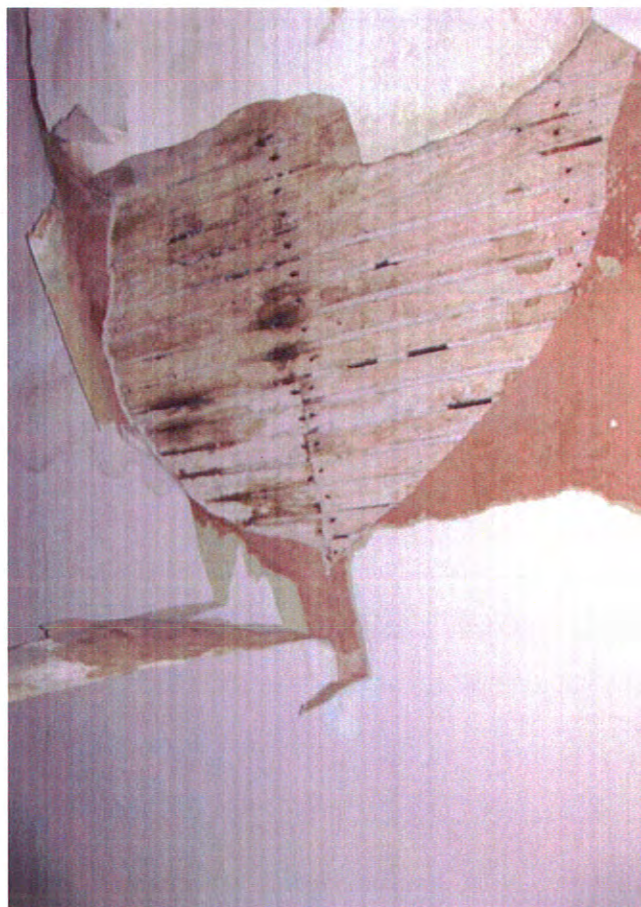
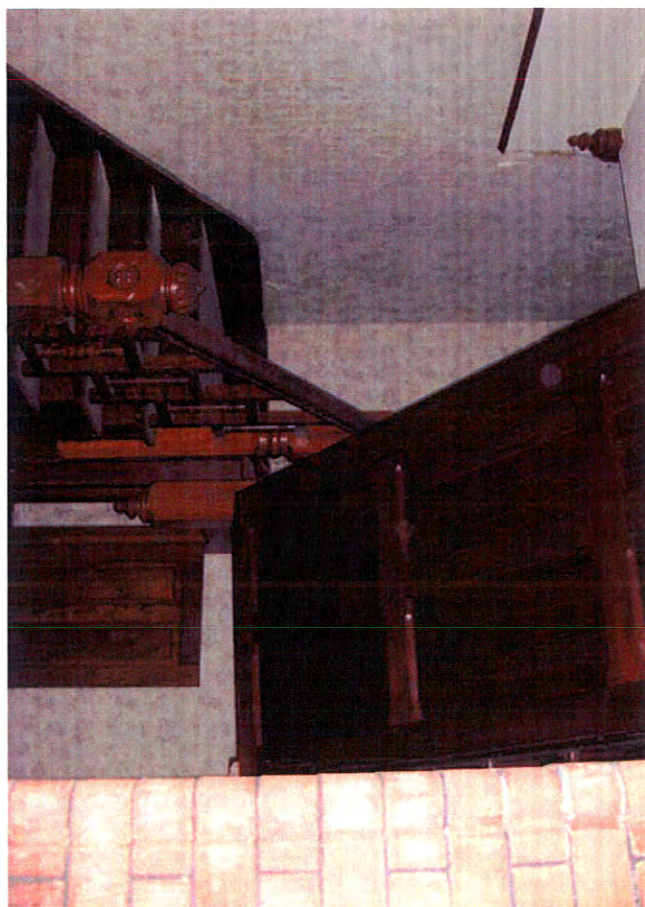
Page 2 of 2

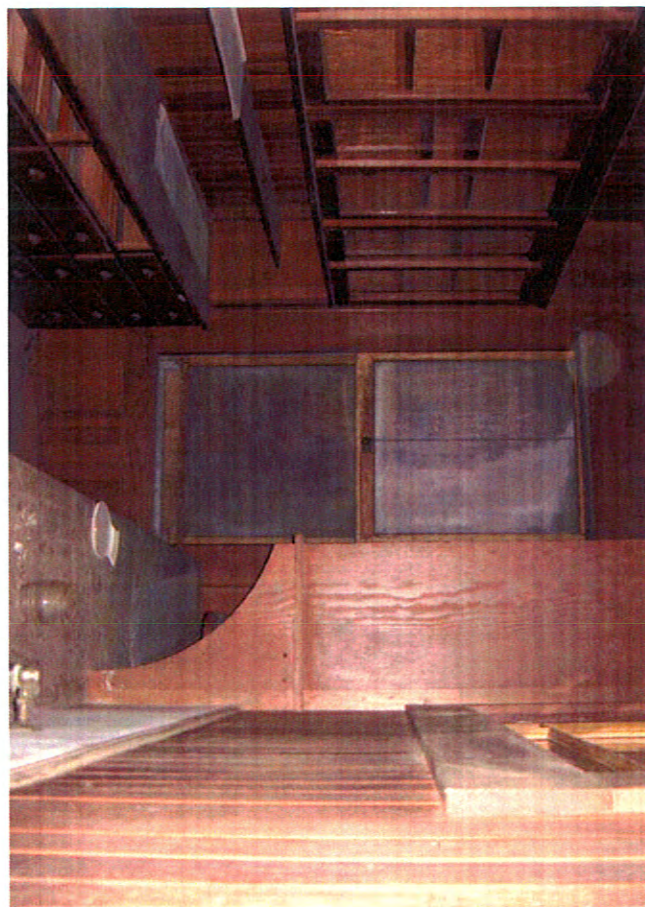
August 17, 2012

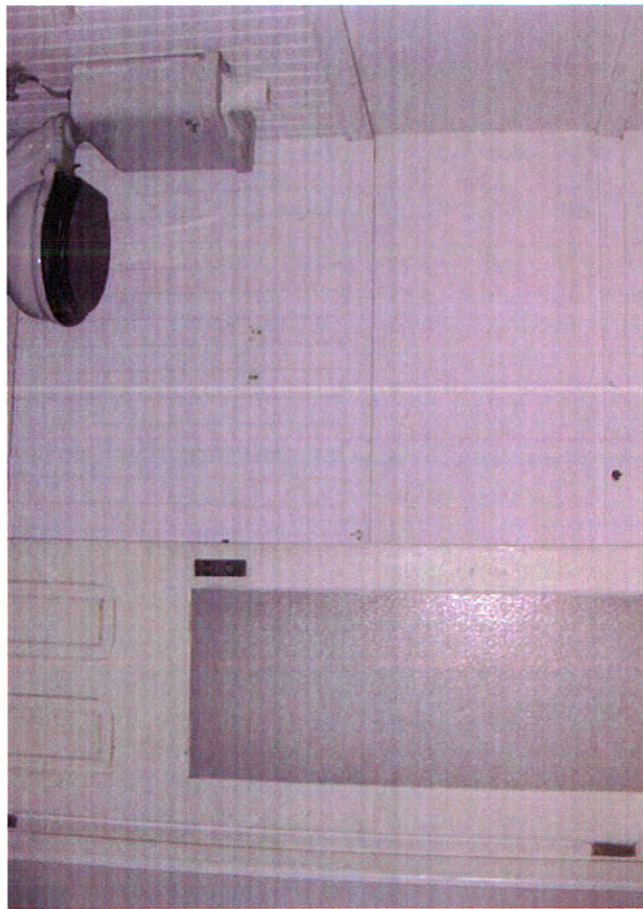
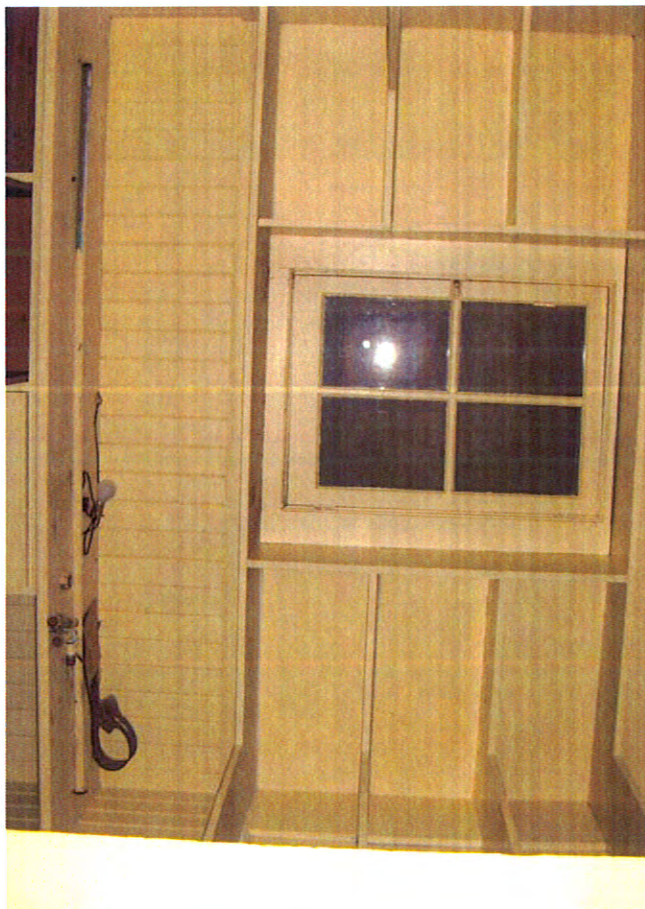
employment with the Town. I am grateful for the opportunity to recharge and I want to thank the Council and Town staff for providing me the time away from the office.

6. **Allen-Woods House Tour** – The subcommittee on the Allen-Woods House (Ted Driscoll, John Richards, Nancy Lund, Jeff Clark, Denise Gilbert) toured the property on Thursday. Pictures are attached.

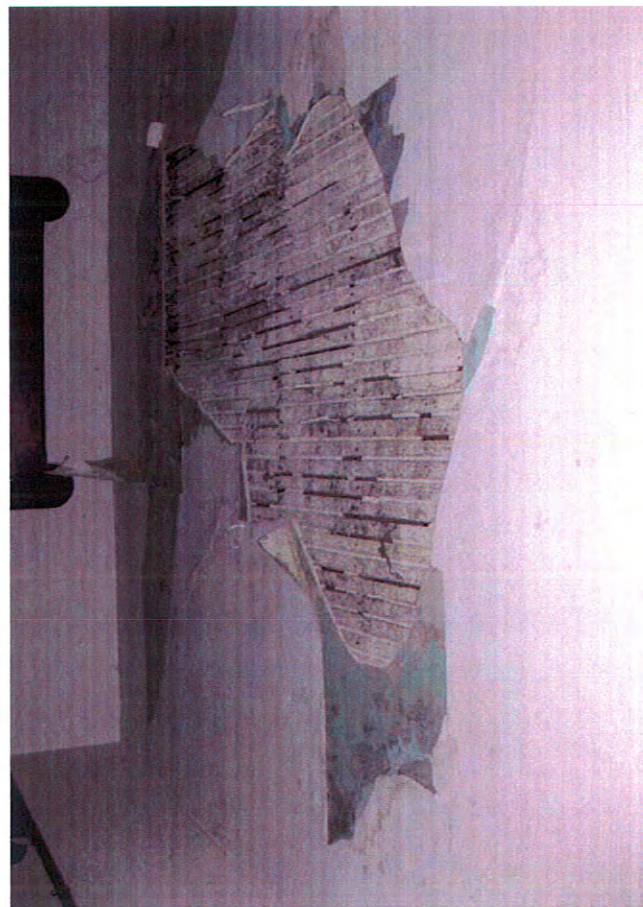














TOWN COUNCIL WEEKLY DIGEST

Friday – August 24, 2012

- 1. Agenda – Conservation Committee – Tuesday, August 28, 2012
- 2. Agenda Cancellation – ASCC – Monday, August 27, 2012
- 3. Newspaper Article forwarded by Town Manager – “City Housing called discriminatory”

Attached Separates (Council Only)

- 1. No Communications received



TOWN OF PORTOLA VALLEY
Conservation Committee
Tuesday, August 28, 2012 - 7:45 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes - July 24, 2012
4. A. Site Permits
 - 40 Tagus - MdS
 - 260 Mapache
 - 35 Valencia - final landscape - MP
 - 55 StonegateB. Tree Permits
 - PV Ranch club house redwoods - JM
5. Old Business
 - A. Redwood Guidelines
 - B. Tip of the month - MP
 - C. PV Post - Sept issue electronic only - JM
 - D. Portola Road Task Force report
 - E. Wildlife incentive garden program - MdS
 - F. Cooperative projects with other committees - Trails JM, Open Space JM, ASCC
 - G. Daytime meeting? Sept for Native Garden?
 - H. Mailbox recommendations report - MP
 - I. Draft of fines for trees out/no permit
 - J. 7:45 p.m. meeting start time is now official
6. New Business
 - A. Increase links to plant list to make easier to find invasive vs discouraged?
 - B. Resurrection Tree Ford Field
7. Action Plan
8. Announcements
9. Adjournment

Note – new meeting start time of 7:45 pm



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Architectural Site and Control Commission
FROM: CheyAnne Brown, Planning Technician
DATE: August 24, 2012
RE: Cancellation of ASCC Meeting

The Regular Meeting of the ASCC scheduled for Monday, August 27, 2012 is cancelled. The next regular meeting of the ASCC is scheduled for Monday, September 10, 2012 at 7:30 p.m.

CC: Town Manager
Town Council
Town Planner
Country Almanac

This Notice is posted in compliance with Section 54955 of the Government Code of the State of California.

Date: August 24, 2012

CheyAnne Brown
Planning Technician

MONTE SERENO

City housing called discriminatory

City meets with activist group over policy changes

By Judy Peterson

jpeterson@bayareahousinggroup.com

Monte Sereno city officials recently met with representatives from the Law Foundation of Silicon Valley to discuss the organization's belief that the city's housing policies are discriminatory.

"It is our view that Monte Sereno's long-standing refusal to allow the development of a variety of housing types, such as multifamily housing," read one of two letters from the Foundation to the city, "has had a disparate adverse impact on people of color, people with disabilities and families with children."

The letters indicate that they were sent on behalf of "low-income individuals, people of color and people with disabilities" who wish to live in the city of Monte Sereno.

As a city that has only single-family homes, Monte Sereno has been in hot water

with the state over its lack of multifamily housing.

"We told the Law Foundation that we believe we're complying with the state and explained that we're in the middle of the multifamily housing analysis now," City Attorney Kirsten Powell said.

The city did an environmental impact study on how much housing could be built at La Hacienda Inn if it were annexed into Monte Sereno. That report became available last Friday with public hearings to follow in late September or early October.

The city at first tried to deal with the housing issue by approving "granny units," which are also under review, Powell said. Monte Sereno has to enlarge the size of units allowed, but added that it's a Catch-22 because larger units rent for more money, thus shutting out lower-income individuals.

The housing policy promises to be at the center of the upcoming city council election, where three candidates are vying for two seats.