



TOWN OF PORTOLA VALLEY

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7:30 PM – Regular Meeting of the Town Council
Wednesday, March 12, 2014
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Councilmember Hughes, Councilmember Richards, Vice Mayor Aalfs and Mayor 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.

(1) AD-HOC WATER CONSERVATION COMMITTEE TASK FORCE INTERVIEWS AND APPOINTMENTS *(3)

- (a) Marge DeStaebler
- (b) Judith Murphy
- (c) Marty Mackowski
- (d) Loverine Taylor
- (e) Jade Williams (Advisory member from Cal Water)

* Letters of Interest received subsequent to publication of the agenda will be presented to Council and the Public at the meeting.

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

(2) Approval of Minutes – Regular Town Council Meeting of February 26, 2014 (8)

(3) Approval of Warrant List – March 12, 2014 (17)

(4) Recommendation by Town Attorney – Adopt Ordinance for a Skate Park at Town Center (27)

- (a) Second Reading, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Adding Chapter 8.30 [Skate Park] to Title 8 [Health and Safety] of the Portola Valley Municipal Code (Ordinance No. __)

REGULAR AGENDA

(5) Report from Bicycle, Traffic, Pedestrian, Safety Committee – Analysis of Traffic on Corte Madera Road (31)

(6) Recommendation by Town Manager – Memorandum of Agreement Regarding Funding for Construction of an Animal Control Shelter on Airport Boulevard in San Mateo, California Among the Twenty Cities and the County of San Mateo (51)

- (a) Adopt a Resolution of the Town Council of the Town of Portola Valley Authorizing the Mayor to Sign a Thirty Year Memorandum of Agreement with the County of San Mateo Regarding Funding for Construction of an Animal Shelter at Airport Boulevard in San Mateo (Resolution No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(7) Report from Town Manager – Planning Department Staffing Update (55)

There are no written materials for this item.

(8) Reports from Commission and Committee Liaisons (56)

There are no written materials for this item.

WRITTEN COMMUNICATIONS

(9) Town Council Weekly Digest – February 28, 2014 (57)

(10) Town Council Weekly Digest – March 7, 2014 (80)

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).

Sharon Hanlon

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

From: Margaret DeStaebler [<mailto:marged1@stanford.edu>]

Sent: Saturday, March 01, 2014 12:00 PM

To: TownCenter

Cc: Margaret DeStaebler

Subject: Letter of Interest in the Ad-Hoc Water Conservation Task Force

To: Town of Portola Valley Council Members

From: Marge DeStaebler

31 Santa Maria, Portola Valley, CA

I have been interested in water conservation in Portola Valley since the late 1970's when rainfall was scarce and water use was reduced. We cut back our yard irrigation by replacing some ornamentals with native plants, grew more of our food, and consolidated house hold water use. As a part time resident of the Sequoias, I have been on advisory committees encouraging the use of native plants and reducing the amount of lawn and water loving plants.

Lately I have read articles from the Alliance for Watershed Stewardship focusing on the amount of water used in raising crops for animal food and the very high percent of food crops that are wasted. "Thirty percent of food purchased for home use is thrown out.." " It takes about 130 gallons to produce a dinner salad and ten times that much to produce a steak." These new insights have provided ideas as to how water use could be reduced.

I had been unaware of the huge waste of water in food production. My hope is that as residents are more aware of these two choices, what food to buy and in what amounts, our water use could be reduced and used more efficiently. One can think globally, but needs to start locally.

Thank you for your consideration.

Marge DeStaebler

Sharon Hanlon

From: TownCenter
Sent: Monday, March 03, 2014 2:37 PM
To: Brandi de Garneau; Nick Pegueros
Cc: Sharon Hanlon
Subject: FW: Ad-Hoc Water Conservation Task Force

Forwarding to B&N per request.
Cc: Sharon (FYI)

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

From: Judith Murphy [<mailto:jammurr123@gmail.com>]
Sent: Saturday, March 01, 2014 10:20 PM
To: TownCenter
Subject: Ad-Hoc Water Conservation Task Force

I would like to serve on the Ad-Hoc Water Conservation Task Force

I have been fortunate to be a resident of Portola Valley since 1990. I practiced general Pediatrics on Welch Road in Palo Alto for 30 years. Since my retirement 4 years ago, I have served on the Sustainability Committee, the Conservation Committee (Chair for last 2 years), the Portola Road Corridor Plan Task Force and the Affordable Housing Ad Hoc committee). I have been active for several years in a family project that builds rain catchment units on schools in Tanzania, and I have developed a Water Hygiene Curriculum to use in those schools to increase the public health benefit of the availability of having clean water.

I would like to serve on this Task Force because water conservation and water best practices are a major interest of mine. I can serve as a bridge between the Sustainability and Conservation committees. I have a pragmatic approach and ability to stay on track that contributes to effective committee work.

Thank you,

Judith Murphy
8 Portola Green Circle
Portola Valley, CA 94028
650-851-2766

Sharon Hanlon

From: Marty Mackowski [vistamartym@gmail.com]
Sent: Tuesday, March 04, 2014 3:25 PM
To: TownCenter
Subject: Ad-Hoc Water Conservation Task Force

My name is Marty Mackowski, I've lived at 45 Los Charros Ln for almost 40 years. I was "Volunteer of the Year" for the Tuolumne River Trust in 2011, giving presentations to middle schools in environmental education with a focus on water conservation. I've also done home energy audits for Acterra, which partially involved water usage.

I would be interested in learning more, but am troubled that the lack of financial concern in this mostly wealthy area would mitigate motivation for water conservation.

Sincerely,
Marty Mackowski
851 1802

Letter of Interest for New Ad-Hoc Water Conservation Task Force

FROM: LOVERINE P. TAYLOR, Ph. D.

Statement of Purpose: Water is more precious than gold. At least to those of us who choose to live beyond the 100th Meridian. I would like to give back to the community I love. I think I bring a unique combination of historical perspective, basic research skills, and granting institution management to our most challenging issue: how to live responsibly in an era and area of unpredictable water resources.

BACKGROUND

I have resided at 35 Naranja Way since 1974. My husband and I raised a family and participated in valley activities including sports, 4H, and school events/programs. I was a noontime volunteer in Science lab at Ormondale and through the Environmental Volunteers brought ecological awareness into classrooms all over the peninsula. More apropos, I participated in some of the ecological organizations that were active in this area in the 1970's including Wildlife Rescue (my kids and I raised and released quail and raptors from our aviary) and the Environmental Volunteers. One of the most critical parts of the EV program was the semester-long class taught at Foothill College on the ecology of the SF peninsula. Experts on all aspects of the environment presented seminars; it catalyzed a major life change for me.

RELEVANT ASPECTS of PROFESSIONAL CAREER

In 1979 with the support of my husband and children and at the urging of Dorothy Regnery (whom I met at an EV seminar) I applied and was accepted into a Ph. D program in biology at Stanford University. I graduated with my doctorate in Plant Biology in 1986.

1986-1989 Post-doctoral Fellow in Plant Biology at Carnegie Institution (Stanford) and at USDA Plant Gene Expression Center in Albany/Berkeley.

1990-2009 Tenured faculty member in Molecular Biosciences, Genetics and Cell Biology at Washington State University, Pullman, WA, 99163. Operated a successful research laboratory and supervised student doctoral programs.

2006-2009 On leave from WSU to National Science Foundation in Washington DC. Position: Program Director: Division of Molecular and Cellular Biosciences. Duties: Administer grant program in signal transduction.

2009 to present: Professor, emerita. Washington State University.

What Can I Bring To The Committee?

Throughout my career I have been exposed both formally and informally to information on water issues. During my tenure at the National Science Foundation I developed strong cross-disciplinary ties with the Environmental and Ecology Directorate. I helped review several grants and program applications from talented researchers with new perspectives in this area. Moreover the NSF itself is establishing a strong presence in this area. It has some programs that rely on data collection by non-academic personnel (average citizens) who live in the area under study. Perhaps PV might at some point consider writing a grant to the NSF to study some aspect of water usage that other localities might find useful.

Portola Valley is blessed with many talented and devoted citizens. I am sure the committee will provide the forum for airing thoughtful and realistic suggestions and solutions to a problem that is only going to get more acute with time. I would like to be part of that process.

Loverine P. Taylor
35 Naranja Way
Portola Valley
CA 94028
650-851-1527
ltaylor@wsu.edu

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 874, FEBRUARY 26, 2014

Mayor Wengert called the Town Council's regular meeting to order at 7:30 p.m. and led the Pledge of Allegiance. Ms. Hanlon called the roll.

Present: Councilmembers Craig Hughes, Maryann Moise Derwin and John Richards; Vice Mayor Jeff Aalfs; Mayor Ann Wengert

Absent: None

Others: Nick Pegueros, Town Manager
Leigh Prince, Town Attorney
Brandi de Garneau, Sustainability and Special Projects Manager
Howard Young, Public Works Director
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None.

CONSENT AGENDA [7:31 p.m.]

Vice Mayor Aalfs thanked everyone involved in the Farmer's Market and acknowledged the event report.

- (1) Approval of Minutes: Special Town Council Meeting (Study Session with Planning Commission) of January 22, 2014
- (2) Approval of Minutes: Special Town Council Meeting (with Woodside Town Council) of January 30, 2014, as amended
- (3) Ratification of Warrant List: February 12, 2014 in the amount of \$172,712.83
- (4) Ratification of Warrant List: February 26, 2014 in the amount of \$ 305,579.03
- (5) Report from Sustainability & Special Projects Manager: Farmers' Market Quarterly Report
- (6) Recommendation by Town Manager: Adoption of Policy for Use of Radio-Controlled Planes at Town Center
- (7) Recommendation by Town Attorney: Adopt Ordinance amending the Conflicts of Interest Code
 - (a) Second Reading of Title, Waive Further Reading, and adopt an Ordinance of the Town Council of the Town of Portola Valley amending the Appendix to Chapter 2.36 [Conflicts of Interest] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No.2014-401)
- (8) Appointment by Mayor: Request for Appointment of Members to the Trails and Paths Committee
- (9) Appointment by Mayor: Woodside Highlands Road Maintenance District Advisory Board

By motion of Councilmember Derwin, seconded by Councilmember Hughes, the Council approved Items 1 and 3-9 on the Consent Agenda with the following roll call vote:

Aye: Councilmembers Derwin, Hughes and Richards, Vice Mayor Aalfs, Mayor Wengert (Aalfs abstained on Item 2).

No: None.

REGULAR AGENDA [7:33 p.m.]

(10) Recommendation by the Parks & Recreation Committee: Trial Skateboard Ramp at Town Center/
Project Approval

Requesting Council approval of the trial Skateboard Ramp proposal at the Town Center's all-sports/ basketball court as requested by the Parks and Recreation Committee, Mr. Young said this meeting follows up on the Town Council meeting of November 13, 2013, when the Committee proposed installing a quarter-pipe ramp as a 12-month trial to determine interest in considering a larger, half-pipe ramp. Since that time, he and the Committee have addressed matters on which the Council directed follow-up:

- Consult an architect with extensive knowledge on skateboard ramps
- Obtain comments from the ASCC

Mr. Young said they installed story poles, took photographs and created maps for ASCC review, and ASCC had few comments on the design, but recommended using a natural color to match the tennis court. Mr. Young noted that ASCC's policy-oriented comments also have been answered and addressed.

- Develop rules and regulations for skate park use
- Bring a final proposal back to the Council for consideration.

If Council approves the proposal, Mr. Young said the Committee would pursue \$2,500 in donations before going forward with installation. Parks and Recreation Committee Chair Simone LaValle said the Committee has met its goal of collecting \$2,500 in pledges, which members will collect upon Council approval of the proposed trial installation.

Mayor Wengert asked for clarification of the color that ASCC recommended, because in one place the report mentions the same color as the tennis court and another place mentions a lighter-colored wood tone. Mr. Young explained that the ASCC wants the sides and back to be green to match the tennis court, but the ramp itself is wooden except for the riding surface, which is a special wood-filled material that comes in a natural color.

Councilmembers expressed unanimous approval of the proposal.

(11) Recommendation by Town Attorney: Adopt Ordinance for a Skate Park at Town Center
[7:40 p.m.]

- (a) First Reading, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley (Ordinance No. __)

As Ms. Prince explained, even installing a skateboard ramp on a trial basis requires adopting an ordinance that requires anyone using the facility to wear a helmet, elbow pads and knee pads, and posting signage required by California Health & Safety Code Section 15800. She said the Council could revisit and revise the ordinance, depending on how the trial goes, but regardless, skate ramp users also would be subject to the same rules and regulations that apply to the use of the Town's sports courts. This includes sunrise-to-sunset hours of operation unless the Council determines otherwise, Ms. Prince said.

Councilmember Hughes moved to read title and waive further reading of the ordinance. Seconded by Councilmember Richards, the motion carried 5-0.

- (12) Recommendation by Sustainability & Special Projects Manager: Consideration of Sustainability Committee Projects for 2014 and Creation of an Ad-Hoc Water Conservation Task Force [7:45 p.m.]

By way of background, Ms. de Garmeaux said the Sustainability Committee formed four years ago to help the Town meet its greenhouse gas (GHG) emission reduction targets and the goals and objectives outlined in the General Plan's Sustainability Element. For the past three years, the Committee's primary mission has involved encouraging residents to reduce energy use in their homes. Promoting water conservation has been a component of energy-efficiency efforts, but with the Energy Upgrade program functioning smoothly, Sustainability Committee members began discussing joining forces with the Conservation Committee to plan a budget for a focus on water conservation during the 2014-2015 fiscal year.

Ms. de Garmeaux said Sustainability Committee member Judith Murphy, who also chairs the Conservation Committee, and Councilmember Derwin, who serves as Sustainability Committee Chair, have long been champions of water conservation, and the Sustainability Committee always expected to bring water conservation to the fore in its programming. The drought has increased the urgency of getting underway with this effort, which led to the idea of proposing an Ad Hoc Water Conservation Task Force. Ms. de Garmeaux indicated that some members of both Sustainability and Conservation Committees have expressed interest in serving on such a task force, and they would be interested also in bringing in some experts and advisory members from neighboring communities.

In addition to water conservation, Ms. de Garmeaux said the Sustainability Committee considers it important to continue to make progress on the residential energy front, so its plans also include developing an energy-efficiency recognition program modeled after the Portola Valley Backyard Habitat program. Additionally, the Sustainability Committee is seeking Council guidance in prioritizing emission-reduction efforts in transportation and residential sectors.

Mayor Wengert applauded the Sustainability Committee broadening its scope, pointing out that the water issue has not only become much more pronounced but is likely to be ongoing. She asked whether we might consider reaching beyond conservation and sustainability, because it's a multi-dimensional issue that also involves groundwater levels, wells, pumping water from creeks – all exacerbated by the fact that growing numbers of people are making increasing demands on declining resources.

Councilmember Derwin said she would favor mandatory graywater recycling in new construction.

Councilmembers discussed the pros and cons of establishing an ad hoc task force, ultimately agreeing that it should be a separate group operating, at least initially, for a limited time with specific deliverables rather than a morphing of the Sustainability Committee. They also discussed its scope going beyond water conservation, with both short- and long-term priorities. Ms. Murphy, Portola Green Circle, said she thought there would be a natural progression of priorities, with initiatives that would help now and then address the larger issues longer-term. Ms. de Garmeaux said that task force members could be recruited via announcements in the Almanac, on PV Forum and on the Town website, with Council interviewing and appointing members at its meeting on March 12, 2014.

Councilmember Richards moved to form the Ad-Hoc Water Conservation Task Force Committee and approve the proposed charter. Seconded by Councilmember Derwin, the motion carried 5-0. Councilmembers also determined that after six months, they would consider the possibility of establishing a standing Water Conservation Committee.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (13) Discussion: Participation in a Joint Funding for a CERPP Coordinator position at Woodside Fire Protection District [8:07 p.m.]

Mr. Pegueros said that as Woodside Fire Protection District (WFPD) Fire Chief Dan Ghorso mentioned at the Council's joint meeting with the Woodside Town Council on January 30, 2014, he'd recommended creating a coordinator position for CERPP, the Citizens Emergency and Response Preparedness Program. It would involve taking an existing WFPD position dedicated primarily to public education and redirect some of the incumbent's time to help resurrect the CERPP volunteer group and their projects.

The WFPD Board and the CERPP Board both unanimously support the recommendation, which includes a cost-sharing to cover the expense of the new position beginning July 1, 2014. Toward that end, Mr. Pegueros said he's seeking Council direction to include funding of almost \$15,000 for a year-long trial program for the FY 2014-2015 budget. If the position becomes permanent, he said grant funding might be sought to make it self-sustaining.

In response to Councilmember Derwin, Mr. Pegueros said Woodside has made its commitment already, and if Portola Valley does so tonight, the program should launch March 1, 2014. He said he does not have confirmation that San Mateo County has made a financial commitment, but one County agency in particular – the Los Trancos County Water District – has been very supportive of fire-protection efforts.

Councilmember Richards moved to approve funding for the trial CERPP Coordinator position in the Town's FY 2014-2015 budget. Seconded by Councilmember Hughes, the motion carried 5-0.

(14) Reports from Commission and Committee Liaisons [8:13 p.m.]

Vice Mayor Aalfs – No reports

Councilmember Derwin

(a) Council of Cities

Councilmember John Richards joined Councilmember Derwin in attending the January 24, 2014 Council of Cities meeting at the History Museum in Redwood City. San Mateo County Supervisor Dave Pine gave a "state of the county" presentation, focusing primarily on social service agencies and their services.

(b) Sustainability Committee

The meeting scheduled for January 20, 2014, was canceled, but a special meeting was held on January 27, 2014, during which members discussed the Energy Upgrade program, the TED (The Energy Detective) electricity monitoring device, plans for the 2014 Earth Fair, and possible projects focusing on water and transportation issues.

(c) Bicycle, Pedestrian and Traffic Safety Committee

Mr. Young updated the BP&TS Committee on the status of the San Mateo County Transportation Authority (TA) grant application at the group's January 8, 2014 meeting. The matter will go to the TA's Citizens' Action Committee (CAC) for discussion at its March 4, 2014 meeting and the TA on March 6, 2014.

The BP&TS Committee also discussed:

- The parking situation at Windy Hill
- The Corte Madera school traffic study; plans are to assemble all of the reports and bring the matter to the Council for consideration at its March 5, 2014 meeting
- Upcoming events including the Bike Rodeo (May 10, 2014), Bike/Walk to School Day and a 50th Anniversary parade

(d) Poet Laureate

A special reception was held on February 4, 2014 to celebrate and welcome Caroline Goodwin, San Mateo County's first Poet Laureate. The event featured poetry readings by Ms. Goodwin and three other poets, East Palo Alto Poet Laureate Kalamu Chaché, Pacifica Poet Laureate Dorsetta Hale, and Jack Herrera, an Aragon High School with plans to go on to Stanford.

Councilmember Derwin said that Ms. Goodwin teaches at the College of Arts and Crafts in Berkeley.

(e) Resource Management and Climate Protection (RMCP) Committee (C/CAG)

Meeting on February 19, 2014, the RMCP Committee had a conference call with a representative of the California Public Utilities Commission about CPUC's strategic plan for residential zero net energy by 2020, and heard presentations from San Mateo County Supervisor Dave Pine and Assemblymember Henry Perea's net energy metering bill, AB 327. Mr. Pegueros said he would look into the potential impact of the legislation on Portola Valley.

(f) Library JPA Governing Board

The San Mateo County Library's Joint Powers Authority Governing Board met on February 10, 2014, welcoming five new JPA Board members and reviewing its financial audit report. Councilmember Derwin reported that as of the 2014-2015 fiscal year, the JPA finally has adequate operating revenues.

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

A PG&E presentation based on an executive report of pipeline data within San Mateo County was among the items on the C/CAG agenda at its February 13, 2014 meeting. Thus far, Councilmember Derwin said, PG&E has spoken with representatives of every jurisdiction in the County except for Colma and Portola Valley. Mr. Pegueros said difficulties in scheduling have delayed PG&E's meeting with Portola Valley.

C/CAG also:

- Appointed three members to its Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms. Six applicants, including two incumbents, submitted applications.
- Reviewed the Governor's proposed FY 2014-2015 budget during the February meeting. Highlights include the first appropriation of Cap and Trade revenues; funding for initial implementation of California's Water Action Plan and lower voter thresholds and expanded project types for "local infrastructure financing districts," including water, flood control, sewer and solid waste. She said the Governor wants to add military base re-use, urban infill, transit priority projects and affordable housing to the types of projects.
- Took nominations for Chair (Pacifica Mayor Mary Ann Nihart) and Vice Chair (Kirsten Keith from Menlo Park).
- Discussed studies on several projects underway to reduce congestion in commute corridors projects, related to the TA's May 2012 call for submission of Measure A Highway Program projects. Studies addressing the Highway 101 corridor include a high-occupancy vehicle (HOV) lane from Whipple Avenue to

Interstate 380 and an auxiliary lane from Oyster Point to the San Francisco County Line.

According to Councilmember Derwin, Transform has produced a compelling report putting forth the idea that optimized hot lanes – basically toll roads – would be more effective in getting people off the highway and relieving congestion, and using the proceeds for public transportation initiatives.

- Discussed Assemblymember Kevin Mullin’s AB 418, which would enable C/CAG to put a special tax or property-related fee before voters for the Stormwater Management Committee. The bill needs a two-thirds vote from the California Senate.

(h) Housing Endowment and Regional Trust (HEART) of San Mateo County

Councilmember Derwin reported that: meeting this afternoon, the HEART Board swore in two new members, South San Francisco Councilmember Liz Normandy and Redwood City Councilmember Diane Howard, and also discussed:

- The organization’s annual benefit luncheon; coming up on May 7, 2014, it will feature as keynote speaker Electronic Arts founder Trip Hawkins, whose latest start-up – called If You Can – uses video games to teach children social and emotional learning skills
- Complex loan arrangements affecting residents of the Ocean View apartments in Pacifica, which has 100 affordable rental units for seniors
- Brookwood Equities, which offers both market-rate and affordable housing in San Francisco, approached HEART for funding to go more deeply into affordable housing

The HEART Board also continued discussions related to the study on the feasibility of raising \$200 million to fund building approximately 4,000 units of affordable housing in San Mateo County.

Councilmember Hughes

(i) Planning Commission

Meeting on February 5, 2014, the Planning Commission addressed:

- The proposed amendment AT&T Mobility’s Conditional Use Permit (CUP) for the wireless tower across from Alpine Hills Tennis & Swimming Club
- A resident’s request for a waiver from Town utility undergrounding requirements
- Proposed revisions to the Portola Road Corridor Plan draft, including discussions about habitat, the difference between a “view” and a “viewshed” and the balance between opening views and preserving vegetation
- Several components of the Housing Element update, including an analysis of the Town’s Regional Housing Needs Assessment (RHNA) requirements in the context of the 21 Elements study, the State Density Bonus Law and the Town’s Affiliated Housing program – which included some discussion about the possibility of expanding it to include commercial properties

(j) Architectural and Site Control Commission (ASCC)

At its February 10, 2014 meeting, the ASCC:

- Continued the Architectural Review for a new residence with a detached guest house and the related Site Development Permit X9H-665 for 7 Veronica Place, established conditions of approval and approved the project
- Approved the Portola Valley Ranch Design Committee's revisions to its Solar Panel Design Guidelines
- Reviewed the Priory's proposed new classroom building for conformity with CUP X7D-30 and Site Development Permit X9H-668

Meeting again on February 24, 2014, the ASCC:

- Continued review of the Priory's proposed changes to Benedictine and Church Squares
- Conducted an architectural review for a proposed detached guest house at 385 Westridge Drive

(k) Nature and Science Committee

At its February 13, 2014 meeting, the Nature and Science Committee:

- Reviewed Stanford's tick and Lyme disease study, which indicates the previously unknown presence of the bacterium *Borrelia miyamotoi* in ticks throughout the Bay Area
- Worked with 50th Anniversary Ad Hoc Committee co-chairs Cyndi White and Danna Breen on ways to tie in Nature and Science Committee 2014 activities with plans for the Town's 50th Anniversary celebration
- Approved its budget
- Discussed its well-attended tour of the Hawthorns property at the Midpeninsula Regional Open Space District (MROSD)

(l) Midpeninsula Regional Open Space District (MROSD)

Councilmember Hughes said that he and Mr. Pegueros were among those who attended the MROSD meeting when a Hawthorns discussion was on the agenda. A report on the property has been completed; according to Councilmember Hughes, the upshot is that of the four structures considered the "primary buildings that define the site," the idea would be to "prop up" the two that are in the worst condition rather than rehabilitate them, and restore the main house and garage for potential use. It is likely that none of the individual buildings would qualify as historic structures, he said, but the site as a whole would be considered historic.

At this time, Commissioner Hughes said, MROSD is putting together a request for letters of interest to identify partners to proceed.

Councilmember Richards

(m) Conservation Committee

Councilmember Richards reported that agenda items at the Conservation Committee's two recent meetings (January 28 and February 25, 2014) included discussions of the broom pull scheduled for March 9, 2014, the Backyard Habitat program, the Native Plant Garden, potential tie-ins with the Town's 50th Anniversary celebration, and teaming up with the Sustainability Committee on promote water-conservation efforts and using drought-tolerant plantings for landscaping.

(n) Emergency Preparedness Committee

At a special meeting on February 20, 2014, EPC members:

- Discussed this year's goals and objectives, including a focus on medical emergency planning and an increase in training activities
- Reviewed the traffic situation at Corte Madera School
- Met WFPD's educational officer, Selena Brown, who will be doubling as CERPP's part-time coordinator (see Item 13)

Mayor Wengert

(o) Trails and Paths Committee

At their February 11, 2014 meeting, members of the Trails and Paths Committee reviewed progress on the driveway scoring efforts and approved three new members – Barb Eckstein, Philip Reilly and Joyce Shefren (see Item 8).

(p) 50th Anniversary Ad-Hoc Committee

The Committee continues to winnow down its list of potential events, collaborate with individual committees on committee-specific activities and work on the anniversary calendar.

(q) SFO Airport/Community Roundtable

Relative to two issues on the near horizon:

- Mayor Wengert and Mr. Pegueros are working on a letter to advise residents of the temporary closure of runways and provide contact information; the runway work is supposed to start in April 2014.
- The published release date for the Environmental Assessment related to NEPA is March 24, 2014; multiple letters that have gone to the FAA "are still hitting a stone wall," Mayor Wengert said, but in any case, once the assessment is released, the Town should host a community meeting to review the project's local impact and give the public an opportunity to comment.

Mayor Wengert said she has been invited to a meeting with Senator Dianne Feinstein's representative hosted by Assemblymember Rich Gordon.

(r) Boy Scouts

Mayor Wengert indicated that she and Mr. Pegueros met briefly with the Boy Scouts.

WRITTEN COMMUNICATIONS [9:27 p.m.]

(15) Town Council January 24, 2014 Weekly Digest

- (a) #6 – Letter of Interest for serving on the ABAG Executive Board – Pradeep Gupta, PhD (SSF)

Councilmember Derwin reported that South San Francisco Councilmember Gupta was named to fill the ABAG Executive Board position.

(16) Town Council January 31, 2014 Weekly Digest – None

(17) Town Council February 7, 2014 Weekly Digest

- (a) #8 – Energy Upgrade California- Homeowner Workshop – Thursday, February 13, 2014

Councilmember Derwin reported that she did not attend the workshop but understood it was relatively well-attended and much appreciated.

(18) Town Council February 14, 2014 Weekly Digest

- (a) #8 – Midpeninsula Regional Open Space District Report re: Hawthorn Property

See Item 14(l).

(19) Town Council February 21, 2014 Weekly Digest

- (a) #6 – Memo from Town Manager Nick Pegueros re: Weekly Update – Friday, February 21, 2014

Councilmember Hughes raised a concern about Item 3 in Mr. Pegueros' recap of the week's activities, in which he reported that the Sheriff's Office moved the speed trailers on Alpine and Portola Road to allow safer bike passage on the shoulder. Councilmember Hughes noted that these trailers are three times the size of what we usually have, and questioned the timing of locating a speed trailer right at the entrance to Town on Portola Road while we're in the process of finalizing the Portola Road Scenic Corridor Plan.

Mr. Pegueros noted that the Sheriff's Department will discuss the speed trailers at an upcoming Council meeting.

ADJOURNMENT [9:35 p.m.]

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

03/12/14

Date: 03/06/2014

Time: 3:09 pm

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

ANIMAL DAMAGE MGMT INC	February Pest Control	15091	03/12/2014	
			03/12/2014	
16170 VINEYARD BLVD. #150	804		03/12/2014	0.00
MORGAN HILL	BOA	48459	03/12/2014	0.00
CA 95037	73190			245.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	122.50	0.00
05-66-4342	Landscape Supplies & Services	122.50	0.00

Check No.	48459	Total:	245.00
Total for	ANIMAL DAMAGE MGMT INC		245.00

ARC	CH Plans (Audio Work)	15057	03/12/2014	
			03/12/2014	
P.O. BOX 192224	0112		03/12/2014	0.00
SAN FRANCISCO	BOA	48460	03/12/2014	0.00
CA 94119-2224	936770			54.64

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	54.64	0.00

Check No.	48460	Total:	54.64
Total for	ARC		54.64

AT&T (2)	March Microwave	15074	03/12/2014	
			03/12/2014	
P.O. BOX 5025	877		03/12/2014	0.00
CAROL STREAM	BOA	48461	03/12/2014	0.00
IL 60197-5025				64.06

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	64.06	0.00

Check No.	48461	Total:	64.06
Total for	AT&T (2)		64.06

BANK OF AMERICA	February Statement	15094	03/12/2014	
			03/12/2014	
Bank Card Center			03/12/2014	0.00
P.O. BOX 53155	0022		03/12/2014	0.00
PHOENIX	BOA	48462	03/12/2014	0.00
AZ 85072-3155				1,516.30

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4165	Sustainability Committee	84.36	0.00
05-64-4308	Office Supplies	956.49	0.00
05-64-4311	Internet Service & Web Hosting	9.99	0.00
05-64-4336	Miscellaneous	280.41	0.00
25-66-4340	Building Maint Equip & Supp	185.05	0.00

Check No.	48462	Total:	1,516.30
Total for	BANK OF AMERICA		1,516.30

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

CAL WATER SERVICE CO	Statements (1/7 - 2/14)	15075	03/12/2014	
			03/12/2014	
P.O. BOX 940001	0035		03/12/2014	0.00
SAN JOSE	BOA	48463	03/12/2014	0.00
CA 95194-0001				2,368.72

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	2,368.72	0.00

Check No.	48463	Total:	2,368.72
Total for	CAL WATER SERVICE CO		2,368.72

CALPERS	February Retirement	15060	03/12/2014	
FISCAL SERVICES DIVISION			03/12/2014	
ATTN: RETIREMENT PROG ACCTG	0107		03/12/2014	0.00
SACRAMENTO	BOA	48464	03/12/2014	0.00
CA 94229-2703				15,676.93

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2522	PERS Payroll	630.20	0.00
05-50-4080	Retirement - PERS	15,046.73	0.00

Check No.	48464	Total:	15,676.93
Total for	CALPERS		15,676.93

CLEANSTREET	January Litter/Street Clean	15088	03/12/2014	
			03/12/2014	
1937 W. 169TH STREET	0034		03/12/2014	0.00
GARDENA	BOA	48465	03/12/2014	0.00
CA 90247-5254	73314			1,529.62

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4262	Street Sweeping	659.52	0.00
20-60-4266	Litter Clean Up Program	870.10	0.00

Check No.	48465	Total:	1,529.62
Total for	CLEANSTREET		1,529.62

COMCAST	WiFi, 2/21 - 3/20	15065	03/12/2014	
			03/12/2014	
P.O. BOX 34227	0045		03/12/2014	0.00
SEATTLE	BOA	48466	03/12/2014	0.00
WA 98124-1227				90.45

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	90.45	0.00

Check No.	48466	Total:	90.45
Total for	COMCAST		90.45

COTTON SHIRES & ASSOC. INC.	February Applicant Charges	15076	03/12/2014	
			03/12/2014	
330 VILLAGE LANE	0047		03/12/2014	0.00
LOS GATOS	BOA	48467	03/12/2014	0.00
CA 95030-7218				16,613.63

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

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4190	Geologist - Charges to Appls	16,613.63	0.00	

Check No.	48467	Total:	16,613.63
Total for	COTTON SHIRES & ASSOC. INC.		16,613.63

COUNTY OF SAN MATEO	Training, Rodas	15073	03/12/2014	
HUMAN RESOURCES DEPT			03/12/2014	
455 COUNTY CENTER, 5TH FLOOR	1241		03/12/2014	0.00
SAN MATEO	BOA	48468	03/12/2014	0.00
CA 94063	CI13-0055			175.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4326	Education & Training	175.00	0.00	

Check No.	48468	Total:	175.00
Total for	COUNTY OF SAN MATEO		175.00

DELL MARKETING L.P.	Laptop, Historic Res Com'te	15068	03/12/2014	
c/o DELL USA L.P.		00006174	03/12/2014	
P.O. BOX 910916	0194		03/12/2014	0.00
PASADENA	BOA	48469	03/12/2014	0.00
CA 91110-0916	XJC5KR433			740.97

GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4154	Historic Resources Committee	740.97	720.00	

Check No.	48469	Total:	740.97
Total for	DELL MARKETING L.P.		740.97

GO NATIVE INC	January Veg Maint (TC)	15084	03/12/2014	
			03/12/2014	
P.O. BOX 370103	632		03/12/2014	0.00
MONTARA	BOA	48470	03/12/2014	0.00
CA 94037	2630			1,248.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-66-4342	Landscape Supplies & Services	1,248.00	0.00	

Check No.	48470	Total:	1,248.00
Total for	GO NATIVE INC		1,248.00

PHIL HOOPER	Deposit Refund	15058	03/12/2014	
			03/12/2014	
211 WAYSIDE ROAD	0237		03/12/2014	0.00
PORTOLA VALLEY	BOA	48471	03/12/2014	0.00
CA 94028				180.00

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4207	Deposit Refunds, Other Charges	180.00	0.00	

Check No.	48471	Total:	180.00
Total for	PHIL HOOPER		180.00

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

HORIZON	Fertilizer, Field Maintenance	15069	03/12/2014	
		00006175	03/12/2014	
P.O. BOX 52758	0289		03/12/2014	0.00
PHOENIX	BOA	48472	03/12/2014	0.00
AZ 85072-2758	1N163039			547.18

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	547.18	547.18

Check No.	48472	Total:	547.18
Total for	HORIZON		547.18

MARSHA HOVEY LLC	Emerg Mgmt Services (Feb-14)	15077	03/12/2014	
			03/12/2014	
1035 APPIAN WAY	0381		03/12/2014	0.00
MORGAN HILL	BOA	48473	03/12/2014	0.00
CA 95037	PV-01			1,237.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,237.50	0.00

Check No.	48473	Total:	1,237.50
Total for	MARSHA HOVEY LLC		1,237.50

ICMA	February Def'd Comp	15059	03/12/2014	
VANTAGE POINT TFER AGTS-304617			03/12/2014	
C/O M&T BANK	0084		03/12/2014	0.00
BALTIMORE	BOA	48474	03/12/2014	0.00
MD 21264-4553				800.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2557	Defer Comp	800.00	0.00

Check No.	48474	Total:	800.00
Total for	ICMA		800.00

INTEGRAL GROUP, INC.	Library Lighting, Prog Pmt	15089	03/12/2014	
			03/12/2014	
427 - 13TH STREET	1369		03/12/2014	0.00
OAKLAND	BOA	48475	03/12/2014	0.00
CA 94612	613117			1,200.00

GL Number	Description	Invoice Amount	Amount Relieved
25-68-4535	CIP13/14 Library Lighting Impr	1,200.00	0.00

Check No.	48475	Total:	1,200.00
Total for	INTEGRAL GROUP, INC.		1,200.00

J.W. ENTERPRISES	Portable Lavs, 2/20 - 3/19	15066	03/12/2014	
			03/12/2014	
1689 MORSE AVE	829		03/12/2014	0.00
VENTURA	BOA	48476	03/12/2014	0.00
CA 93003	173877			235.44

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	235.44	0.00

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

Check No.	48476	Total:	235.44
Total for	J.W. ENTERPRISES		235.44

NOLTE ASSOCIATES, INC	Applicant Charge, Jan-14	15078	03/12/2014	
			03/12/2014	
P.O. BOX 93243	0104		03/12/2014	0.00
LAS VEGAS	BOA	48477	03/12/2014	0.00
NV 89193-3243	14020301			1,916.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	1,916.00	0.00

Check No.	48477	Total:	1,916.00
Total for	NOLTE ASSOCIATES, INC		1,916.00

PACIFIC COAST SEED INC	Bay Area Habitat Mix	15090	03/12/2014	
			03/12/2014	
533 HAWTHORNE PLACE	714		03/12/2014	0.00
LIVERMORE	BOA	48478	03/12/2014	0.00
CA 94550	O-51409-14			438.91

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	438.91	0.00

Check No.	48478	Total:	438.91
Total for	PACIFIC COAST SEED INC		438.91

PG&E	February Statements	15067	03/12/2014	
			03/12/2014	
BOX 997300	0109		03/12/2014	0.00
SACRAMENTO	BOA	48479	03/12/2014	0.00
CA 95899-7300				865.28

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	865.28	0.00

Check No.	48479	Total:	865.28
Total for	PG&E		865.28

PLATINUM FACILITY SERVICES	February Janitorial Services	15072	03/12/2014	
			03/12/2014	
1530 OAKLAND RD., #150	402		03/12/2014	0.00
SAN JOSE	BOA	48480	03/12/2014	0.00
CA 95112	15703			2,987.51

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	722.01	0.00
05-66-4344	Janitorial Services	1,487.65	0.00
25-66-4344	Janitorial Services	777.85	0.00

Check No.	48480	Total:	2,987.51
Total for	PLATINUM FACILITY SERVICES		2,987.51

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
ELIZABETH POGGI	Litter Deposit Refund (May-13) (Orig #47648 MIA)	15063	03/12/2014	
	1225		03/12/2014	0.00
	BOA	48481	03/12/2014	0.00
				100.00

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

Check No.	48481	Total:	100.00
Total for	ELIZABETH POGGI		100.00

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
PORTOLA VALLEY HARDWARE	February Statement	15079	03/12/2014	
			03/12/2014	
112 PORTOLA VALLEY ROAD	0114		03/12/2014	0.00
PORTOLA VALLEY	BOA	48482	03/12/2014	0.00
CA 94028				185.94

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	104.28	0.00
05-66-4340	Building Maint Equip & Supp	17.40	0.00
20-60-4260	Public Road Surface & Drainage	64.26	0.00

Check No.	48482	Total:	185.94
Total for	PORTOLA VALLEY HARDWARE		185.94

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
SHARP BUSINESS SYSTEMS	February Copies	15080	03/12/2014	
			03/12/2014	
DEPT. LA 21510	0199		03/12/2014	0.00
PASADENA	BOA	48483	03/12/2014	0.00
CA 91185-1510	C814431-541			5.02

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	5.02	0.00

Check No.	48483	Total:	5.02
Total for	SHARP BUSINESS SYSTEMS		5.02

Vendor Name	Invoice Description1	Ref No.	Discount Date	
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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
SPANGLE & ASSOCIATES	Planning (1/28 - 2/20)	15081	03/12/2014	
			03/12/2014	
770 MENLO AVENUE	0121		03/12/2014	0.00
MENLO PARK	BOA	48484	03/12/2014	0.00
CA 94025-4736				24,567.50

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4162	Planning Committee	6,500.00	0.00
05-54-4196	Planner	6,727.50	0.00
96-54-4198	Planner - Charges to Appls	11,340.00	0.00

Check No.	48484	Total:	24,567.50
Total for	SPANGLE & ASSOCIATES		24,567.50

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

STATE COMP INSURANCE FUND	March W/C Premium	15082	03/12/2014	
			03/12/2014	
PO BOX 748170	0122		03/12/2014	0.00
LOS ANGELES	BOA	48485	03/12/2014	0.00
CA 90074-8170				1,652.67

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	1,652.67	0.00

Check No.	48485	Total:	1,652.67
Total for	STATE COMP INSURANCE FUND		1,652.67

BARBARA TEMPLETON	Jan/Feb Transcription	15064	03/12/2014	
			03/12/2014	
304 MELVEN COURT	369		03/12/2014	0.00
SAN LEANDRO	BOA	48486	03/12/2014	0.00
CA 94577-2011	773			1,975.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4188	Transcription Services	1,975.00	0.00

Check No.	48486	Total:	1,975.00
Total for	BARBARA TEMPLETON		1,975.00

THERMAL MECHANICAL, INC	Furnace Repair, Hist Schoolhse	15070	03/12/2014	
		00006176	03/12/2014	
425 ALDO AVENUE	955		03/12/2014	0.00
SANTA CLARA	BOA	48487	03/12/2014	0.00
CA 95054	AC-58184			1,621.06

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	1,621.06	1,621.06

THERMAL MECHANICAL, INC	EOC, Fan/Air Handler Repair	15071	03/12/2014	
		00006177	03/12/2014	
425 ALDO AVENUE	955		03/12/2014	0.00
SANTA CLARA	BOA	48487	03/12/2014	0.00
CA 95054	AC-58183			2,081.26

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	2,081.26	2,081.26

Check No.	48487	Total:	3,702.32
Total for	THERMAL MECHANICAL, INC		3,702.32

TOWNSEND MGMT, INC	January Applicant Charges	15061	03/12/2014	
			03/12/2014	
P.O. BOX 24442	609		03/12/2014	0.00
SAN FRANCISCO	BOA	48488	03/12/2014	0.00
CA 94124				2,300.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	2,300.00	0.00

TOWNSEND MGMT, INC	CIP 13-14 Road (PreConstr)	15085	03/12/2014	
			03/12/2014	
P.O. BOX 24442	609		03/12/2014	0.00
SAN FRANCISCO	BOA	48488	03/12/2014	0.00
CA 94124	200121-01-14			230.00

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
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State/Province Zip/Postal	Invoice Number			Check Amount

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4533	CIP13/14 Street Resurface	230.00	0.00

Check No.	48488	Total:	2,530.00
Total for	TOWNSEND MGMT, INC		2,530.00

TREE SPECIALIST INC	Brush Removal at Ford Field	15087	03/12/2014	
			03/12/2014	
1198 NEVADA AVE	839		03/12/2014	0.00
SAN JOSE	BOA	48489	03/12/2014	0.00
CA 95125	02-10-14			3,500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4333	Fire Prevention	3,500.00	0.00

TREE SPECIALIST INC	Brush Clearing on Trails	15093	03/12/2014	
			03/12/2014	
1198 NEVADA AVE	839		03/12/2014	0.00
SAN JOSE	BOA	48489	03/12/2014	0.00
CA 95125	01-17-14			3,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4333	Fire Prevention	1,500.00	0.00
20-60-4270	Trail Surface Rehabilitation	1,500.00	0.00

Check No.	48489	Total:	6,500.00
Total for	TREE SPECIALIST INC		6,500.00

U.S. BANK EQUIPMENT FINANCE	March Copier Lease	15083	03/12/2014	
			03/12/2014	
P.O. BOX 790448	472		03/12/2014	0.00
ST. LOUIS	BOA	48490	03/12/2014	0.00
MO 63179-0448	248388019			452.28

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	452.28	0.00

Check No.	48490	Total:	452.28
Total for	U.S. BANK EQUIPMENT FINANCE		452.28

US POSTAL SERVICE	Replenish Postage Meter	15092	03/12/2014	
		00006178	03/12/2014	
U.S. POSTAL SERVICE CMRS-FP	0127		03/12/2014	0.00
LOS ANGELES	BOA	48491	03/12/2014	0.00
CA 90096-4707				3,500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4316	Postage	3,500.00	3,500.00

Check No.	48491	Total:	3,500.00
Total for	US POSTAL SERVICE		3,500.00

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

BRUCE WILLARD	Reimb for Woodside H'lds MD	15062	03/12/2014	
			03/12/2014	
110 RUSSELL AVE	836		03/12/2014	0.00
PORTOLA VALLEY	BOA	48492	03/12/2014	0.00
CA 94028				1,200.00

GL Number	Description	Invoice Amount	Amount Relieved
90-00-4375	General Expenses	1,200.00	0.00

Check No.	48492	Total:	1,200.00
Total for	BRUCE WILLARD		1,200.00

WORMHOUDT INC	Skateboard Quarter Pipe	15086	03/12/2014	
	Progress Pmt		03/12/2014	
849 ALMAR AVENUE, SUITE 280	0382		03/12/2014	0.00
SANTA CRUZ	BOA	48493	03/12/2014	0.00
CA	1006.14			700.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	700.00	0.00

Check No.	48493	Total:	700.00
Total for	WORMHOUDT INC		700.00

Total Invoices: 38

Grand Total:	97,801.87
Less Credit Memos:	0.00
Net Total:	97,801.87
Less Hand Check Total:	0.00
Outstanding Invoice Total:	97,801.87

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
March 12, 2014

Claims totaling \$97,801.87 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: Sharon Hanlon, Town Clerk

DATE: March 12, 2014

RE: Adoption of an Ordinance for a Skate Park at Town Center

RECOMMENDATION

It is recommended that the Town Council adopt the attached ordinance adding Chapter 8.30 [Skate Park] of Title 8 [Health and Safety] of the Portola Valley Municipal Code.

BACKGROUND

At its February 26, 2014 meeting, the Town Council considered and voted to approve the addition of Chapter 8.30 [Skate Park] of Title 8 [Health and Safety] of the Portola Valley Municipal Code.

This matter has come before the Council for second reading of the ordinance title, waiving further reading and adoption of the ordinance. If approved, the ordinance shall become effective thirty (30) days after the date of adoption and posting.

Approved: Nick Pegueros, Town Manager *N.P.*

ORDINANCE NO. _____

ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY ADDING CHAPTER 8.30 [SKATE PARK] TO TITLE 8 [HEALTH AND SAFETY] OF THE PORTOLA VALLEY MUNICIPAL CODE

WHEREAS, the Town of Portola Valley (“Town”) is installing a ¼ pipe skateboard ramp on the all sports court at the Town Center (“Skate Park”);

WHEREAS, the Skate Park will not be supervised on a regular basis;

WHEREAS, Health & Safety Code Section 115800 requires the Town to adopt an ordinance requiring any user of the Skate Park to wear a helmet, elbow pads and knee pads and to post signs at the Skate Park affording reasonably notice of the same and indicating that any person failing to do so will be subject to citation.

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

1. ADDITION OF CODE. Chapter 8.30 [Skate Park] is hereby added to Title 8 [Health and Safety] to read as follows:

**“Chapter 8.30
SKATE PARK**

Sections:

- 8.30.010 Purpose**
- 8.30.020 Helmet, elbow pads and knee pads required**
- 8.30.030 Signage**
- 8.30.040 Regulations of use and rules of conduct**
- 8.30.050 Penalties**

8.30.010 Purpose

The purpose of this chapter is to comply with Health and Safety Code Section 115800 and adopt an ordinance requiring persons using the skate park to wear a helmet, elbow pads and knee pads.

8.30.020 Helmet, elbows pads and knee pads required

It is prohibited for any person to ride a skateboard, in-line skates, or other similar device in the skate park unless that person is wearing a properly fitted and fastened helmet, elbow pads and knee pads.

8.30.030 Signage

Visible signage shall be erected and maintained at all skate parks which shall afford notice that any person failing to wear a properly fitted and fastened helmet, elbow pads, and knee pads at all times while in the skate park shall be subject to citation pursuant to this chapter.

8.30.040 Regulations of use and rules of conduct

In addition to the requirement that users of the skate park wear properly fitted and fastened helmet, elbow pads and knee pads, any person using the skate park shall comply with the rules and regulations established by the Town for use of the all sports court and the following rules and regulations:

1. The hours of use of the skate park shall be established by Town Council and shall be posted at the skate park. Use of the skate park at any time outside the hours posted is prohibited.
2. While skating or skateboarding, the participant may only use those areas designated for skateboarding or related skating activities.
3. No additional obstacles or other materials shall be placed in or utilized in the designated skate area.

8.30.050 Penalties

Any person convicted of an infraction under the provisions of this chapter shall be punishable by fine as follows: (i) upon a first conviction, by a fine of not exceeding thirty dollars (\$30.00); (ii) for a second conviction within a period of one year, by a fine of not exceeding fifty dollars (\$50.00); (iii) for each additional violation of the same section of this chapter within a period of one year, by a fine not exceeding seventy-five dollars (\$75.00).

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

3. ENVIRONMENTAL REVIEW. This ordinance is not a project for the purposes of the California Environmental Quality Act.

4. EFFECTIVE DATE; POSTING. This ordinance shall become effective 30 days after the date of its adoption and shall be posted within the Town in three public places.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

Town Clerk

By: _____
Mayor

APPROVED AS TO FORM:

Town Attorney



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Nick Pegueros, Town Manager

DATE: March 12, 2014

RE: Corte Madera Road Traffic Concerns

RECOMMENDATION

Staff recommends that the Town Council:

1. Receive a report from the Bicycle, Pedestrian & Traffic Safety Committee (BPTS) on the topic of Corte Madera Road traffic concerns.
2. Provide specific direction to the Committee and Town staff relative to next steps and timing of those next steps.

BACKGROUND

For more than a year, a group of residents in the Corte Madera neighborhood have expressed concern about increased vehicle traffic in their neighborhood. The increase is suspected to be caused by delays at Corte Madera School during drop-offs and pickups with those delays pushing drivers to seek alternate routes during peak school traffic times. With an extraordinary amount of time and energy devoted to this issue, staff requests that the Town Council consider what has been done to date and provide direction to the BPTS Committee and town staff relative to future efforts.

DISCUSSION

Concerns about traffic in the Corte Madera neighborhood were brought to the BPTS Committee for investigation and resolution over 12 months ago. The Committee discussed the matter at nearly every meeting and worked closely with staff, the Police Commissioner, and the Sheriff's Office to gather the data necessary to fully evaluate the residents' concerns. On March 5, 2014, the BPTS Committee met to review a comprehensive summary of their actions and data collected and voted unanimously to transmit the attached recommendation and suggestions to the Town Council (Attachment 1). Staff strongly supports the BPTS Committee's recommendations and suggestions.

In summary, the data collected by the BPTS Committee and Town staff indicate low volume and low speeds. As outlined in the BPTS Committee summary, the Town has taken several actions administratively to help alleviate resident concerns about traffic, including:

- increased traffic enforcement
- right-of-way vegetation trimming
- roadway restriping
- measures to prevent roadside parking
- temporary signage

Even with the actions taken by the Town to date, a core concern remains: proximity of vehicle traffic to pedestrians. This concern is heightened when the pedestrians are children walking to/from school and will likely increase as more children to walk or bike to school. Corte Madera Road is narrower than other roads in town and, like other rural roads in town, lacks a dedicated separation between pedestrians and vehicles. These conditions have been present for decades and are unlikely to be solved by modifying traffic flows. The BPTS Committee's suggestion to create a trail on Corte Madera Road appears to be responsive to the concerns of the residents, but a new trail will require significant buy-in from the impacted property owners and funds for construction. Ultimately, however, any action to modify traffic flows or create trails is a significant policy consideration that only the Town Council can decide.

Concurrent with the BPTS Committee's evaluation of this matter, Town staff and PVSD staff have worked closely to identify opportunities to work together to positively impact traffic flow at Corte Madera School. PVSD, using grant funds from Safe Routes to School, commissioned a study that looked specifically at Corte Madera School traffic (the Parisi report, Attachment 2). The Town and PVSD have identified which items contained in the Parisi report require the Town to take the lead and which items require PVSD to take the lead. Town staff has agreed to take administrative action to implement recommendations/ considerations contained in the Parisi report that are either part of the Town's normal roads maintenance program or are legally required. Action on all other items included in the Parisi report especially those with policy considerations, such as new drop off zones, will not receive attention by Town staff until PVSD request the Town to take action. The PVSD Board is scheduled to receive the Parisi report at their March 12th meeting and town staff will be present to report on any action that the District Board takes at their meeting.

CONCLUSION

In addition to the Town Council providing guidance on the BPTS Committee's recommendation and suggestions, the Town Council might also direct staff and/or the BPTS Committee to:

1. Collect more data, such as 24-hour traffic and speed counts.
2. Increase Sheriff's Office traffic enforcement on Corte Madera Road.
3. Work with residents in the neighborhood to place temporary signage alerting drivers of pedestrians.
4. Retain a traffic consultant to study traffic on streets in the Corte Madera neighborhood and make recommendations.
5. Develop a policy and procedures manual for addressing traffic concerns in town.

FISCAL IMPACT

Almost all recommendations have a cost implication that must be evaluated. Once the Town Council has provided direction, staff will work to develop cost estimates and return for approval to proceed at a future date.

ATTACHMENTS

1. BPTS Memo to the Town Council
2. Paris Transportation Consulting Report dated February 12, 2014 re: Traffic Assessment of Corte Madera School

COPY

- BPTS Committee Chair
- Lisa Gonzales, Portola Valley School District Superintendent

DATE: March 5, 2014
TO: Town Council
FROM: Bicycle, Pedestrian Traffic Safety Committee (BPTS)
BY: Ed Holland & Leslie Latham
RE: BPTS RECOMMENDATIONS ON ISSUES RELATED TO CORTE MADERA NEIGHBORHOOD AND SCHOOL

Today 3-5-14 at the BPTS Committee we reviewed the data packet and made the following recommendation with unanimous support.

We recommend that the Town Council consider steps to address the concerns of some residents in the Corte Madera neighborhood about traffic during school commute hours. While the data alone do not support the need for action beyond the steps taken over the last year by Public Works and our Committee, the key issue is that children walk or bike to school on the same roads as cars drive. In this neighborhood, the streets are particularly narrow.

Here are some suggestions for the TC to consider:

1. Create trails along Corte Madera Road and other local streets that will take school children off the roads.
2. Work with the School District, once its deliberations and recommendations regarding the Parisi Report are completed, to implement improvements/changes to the CM school and Alpine Road corridor.
3. Finally, any recommendations by the Town Council to abate traffic in this neighborhood should be put before the public in a process that measures and ensures neighborhood support.

ATTACHMENTS

1. 2/28/14 Summary of BPTS Committee Action on Issues Related to Corte Madera Neighborhood and School

DATE: 2/28/14

TO: BICYCLE, PEDESTRIAN TRAFFIC SAFETY (BPTS) COMMITTEE

FR: LESLIE LATHAM

RE: SUMMARY OF BPTS COMMITTEE ACTION ON ISSUES RELATED TO CORTE MADERA NEIGHBORHOOD AND SCHOOL

This document is intended to summarize the discussions and actions of the Committee regarding traffic abatement issues in and around the Corte Madera School. Our goal is to provide the Town Council with background to use in their upcoming meeting scheduled for March 12 where this topic is on the agenda.

The Problem As Expressed by Some Residents of the Area

The BPTS Committee has been asked by some residents of the Corte Madera neighborhood at several meetings to look for solutions to traffic issues caused by drop off and pick up traffic (7:30-8am and 3-3:15pm) at Corte Madera School (CMS).

There are two problems they have brought to the Committee:

- To avoid the wait on Alpine, drivers cut through narrow streets like Canyon and Echo at speeds which residents perceive is at or above the 20mph speed limit while kids are walking to school.
- Drivers regularly use a de facto drop off zone on Alpine Rd. at Corte Madera Rd. This intersection can be unsafe for school children crossing at the same time.

Specifically, some residents asked if the Committee would recommend to the Town Council that some neighborhood streets be closed to non-neighborhood traffic during school drop off hours.

The Approach of the BPTS Committee

As we listen to residents, there are 2 sets of issues. The second was the focus of our Committee:

1. Those falling under school jurisdiction – e.g. how to deal with drop off and pick up issues at CM and Alpine; staggering school start times in order to throttle reduce traffic
2. Those falling under town jurisdiction – e.g. traffic reducing/mitigation ideas for the CM neighborhood.

While the objective of those residents attending Committee meetings was to advocate for temporarily closing some neighborhood streets, the Committee defined the goal of its work more generally:

- To understand and assess the severity of the problem
- Test some easy solutions, and
- Provide data to the Town Council should these easy solutions fail to satisfy the residents.

Work to Date

The Committee has agendized CM traffic issues virtually every meeting since January 2013, including a special evening workshop in May 2013. We have also taken input from neighborhood residents during Oral Communications when not agendized.

The minutes from these meetings detail those residents' concerns, actions taken and results.

Findings and Recommendation

On May 7 at special Committee meeting, the Committee voted in favor of a recommendation to ask the Town Council to approve staff time, specifically of Howard Young, Director of Public Works, to do further study on traffic abatement solutions in the CMS neighborhood (including closing a few streets from 7:30-8am and 3-3:15pm).

This recommendation was never made formally to the Town Council, as Howard, Gary Nielsen (Town Police Chief), Committee members and others were already committed to measuring the problem and testing solutions.

Here is a summary of actions taken:

School and SRTS: 1) Met with superintendent to review problems; 2) shifted crossing guard duties to provide for an afternoon crossing guard at the CM intersection (no resource is available for the am); 3) Identified a transportation consultant (Parisi and Associates) who could do a traffic flow study for the school, fully funded by SRTS.

Data gathering: Did radar gun and traffic counts and reported results to Howard Young, Director of Public Works and Committee. (see minutes for results)

Enforcement: 1) Asked deputies to be present during the morning rush to enforce laws for speed, no parking and no stopping; 2) Conducted "volunteer policing" during school rush hours – volunteers and Committee members slowed and stopped traffic, spoke with known offenders, and specifically asked people to not speed through neighboring streets on the way to school.

Town staff: Walked neighborhood and Alpine with town staff to observe signage and discussed opportunities to address traffic flow; created and put out temporary signage.

BPTS Committee Meetings: 1) Agendized this item several times; 2) Held special hour-long session May 7 so that more residents could come to discuss solutions; 3) Discussed fielding a survey to CM residents in order to get a more complete view of neighborhood priority for action on this issue.

BPTS Committee – Highlights from Committee Minutes concerning CM

The first column shows the date of the Bike Committee meeting or event when the activity was reported or took place. The second column describes the event. The third column has notes.

Date	Event/Activity	Notes
May 7 th 2013	Residents present traffic problems around Corte Madera School.	Residents of Brookside Park neighborhood reported that there were traffic problems on Corte Madera Road.
June 5 th 2013	Committee voted to recommend traffic flow study near the school.	Kari Rust noted that there were funds available from Safe Routes To School for a traffic study. Leslie Latham proposed, Ed Holland seconded a proposal that the committee recommend to the town that a traffic study around Corte Madera School and Corte Madera Road be carried out.
Oct 2 nd 2013	Committee Discussion	Discussed meeting with school superintendent, police and initial consultant (who backed out). The scope of the traffic study will be just Corte Madera School traffic. The committee discussed options for slowing traffic on Corte Madera Rd.
Nov 13 th 2013	Neighborhood meeting.	Neighborhood meeting related to Corte Madera School traffic on 11/14/13 with Ed Holland. Kari Rust reports that traffic study work is progressing. Gary Nielsen from San Mateo County Sheriff's Office reported that 23 mph was the highest speed captured on radar when police did a speed study on Corte Madera Road. Howard Young counted cars on Corte Madera Road – 14 cars between 3 and 3:15 pm, 6 between 3:15 pm and 3:30 pm. Howard reported that trees will be trimmed on Corte Madera Road.
Jan 8 th 2014	Traffic study is almost finished.	Kari Rust reported that she had given out traffic surveys – 7 in one afternoon. She had spoken with the engineer conducting the traffic survey. Recommendations will be sent to Howard and passed on to the school superintendent, two neighborhood groups and Ed Holland.
Feb 19 th 2014	Committee Resolved to Create Summary Report	Ed Holland had final report on school traffic from Parisi Consulting and will circulate to committee members. Leslie Latham agreed to pull together a summary report on activities related to safety around Corte Madera Road and School.

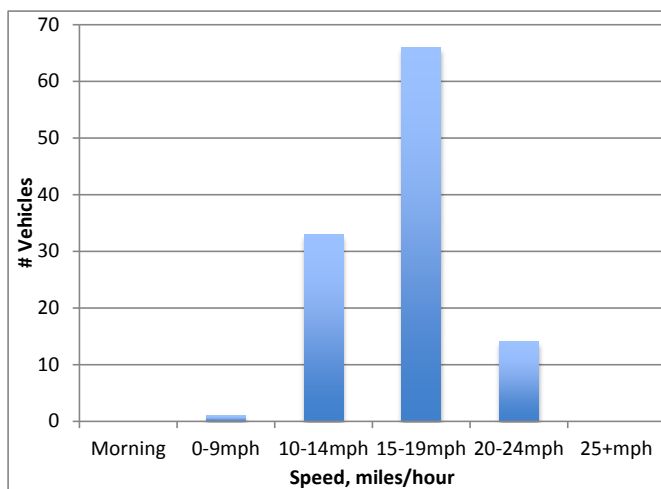
Corte Madera Vehicle Speed - 5 days morning and afternoon

November 21,2013 - December 3, 2013

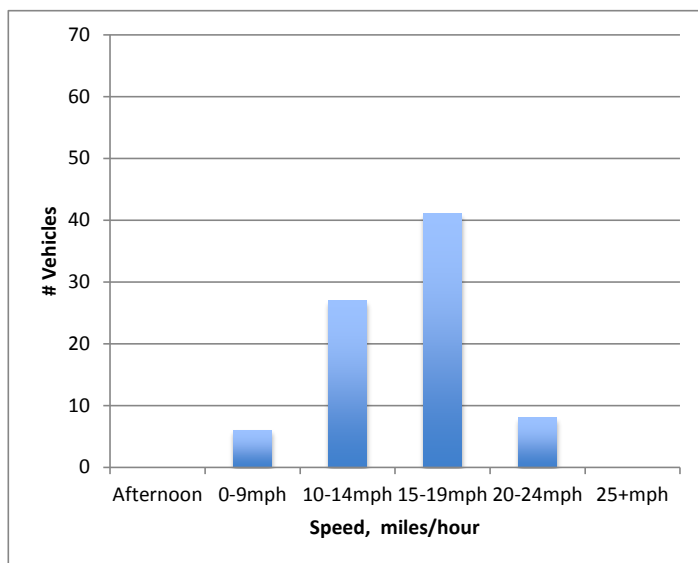
Comments from Gary Nielsen:

Here are results from 5 days of speed measurements using the radar gun on Corte Madera Rd. I made the measurements at 7:35 to 8:05am and from 2:50pm to 3:10pm at the two "straightaways" on Corte Madera Rd. near 220 and 320 Corte Madera Rd. I have combined the direction of travel and morning and afternoon measurements in the attached spreadsheet. The maximum speed observed was 23 MPH, and some of the autos in the morning were related to construction. Average number of vehicles during the observed time on Corte Madera in the morning is 22.8. Average number of vehicles afternoon is 16.4.

Morning	0-9mph	10-14mph	15-19mph	20-24mph	25+mph	Total Vehicles over 5 days	Avg vehicles per day
vehicles	1	33	66	14	0	114	22.8



Afternoon	0-9mph	10-14mph	15-19mph	20-24mph	25+mph	Total Vehicles over 5 days	Avg vehicles per day
vehicles	6	27	41	8	0	82	16.4



RESULTS OF CORTE MADERA SCHOOL TRAFFIC SURVEY
15 October 2012 (Monday); 16 October 2012 (Tuesday); 17 October 2012 (Wednesday)

Intersection	Days and times (a.m.: 7:45 a.m. to 8:15 a.m.) (p.m.: 2:50 p.m. to 3:20 p.m.)	Source	Drop offs/pickups School Side	Drop-offs or pickups on Alpine across the street from School	Total number of drop-offs or pickups	U turns at or adjacent to intersection	Pedestrians	Bikes	Cars speeding	Cars not stopping at stop sign	Other notes
Corte Madera/Alpine											
a.m. data	Monday (a.m.)	Julie Dickerson	17	12	29	5	?	?	9	3	4 jaywalkers across Alpine after getting dropped off outside of the cross-walk, drop off on school side were
	Tuesday (a.m.)	Julie Dickerson	5	9	14	7	?	?	4		5 of the U-turns were over the cross-walk, 2 jaywalkers across Alpine after getting dropped off.
p.m. data	Wednesday (a.m.)	Sonia Kashyap			20	5	27	12	(lot)	8	Lot of Jaywalkers and speeding cars noted, 13 of the cars that dropped off went down Corte Madera
	Monday (p.m.)	Julie Dickerson			13	4	?	?			
	Tuesday (p.m.)	Julie Dickerson			>= 4		?	?			Got there late, not a full count, 2 jay walkers
	Wednesday (p.m.) (noon 4th+5th graders only)	Cathy Carlson	5		5	1	5	?			3/4 of the traffic not school related, 11 straight on Alpine, 10 cars either turned off or onto Corte Madera
Corte Madera/Portola			From Portola to CM	From CM to Portola	Total traffic at Intersection		Pedestrians	bikes	Cars speeding	Cars not stopping at stop sign	
a.m. data	Monday (a.m.)	Andy Hutchinson	13	21	34						
	Tuesday (a.m.)	Vera Nelson	16	21	37		3	0			
	Wednesday (a.m.)	Andy Hutchinson	13	26	39						
p.m. data	Tuesday (p.m.)	Shannon Basch	17	17	34		0	0			Recorded 34 total, do not know how many actually were going which way, so it was split evenly
Groveland/Alpine			From Alpine to GL	from GL to Alpine	Total traffic at Intersection		Pedestrians	bikes	Cars speeding	Cars not stopping at stop sign	
a.m. data	Tuesday (a.m.)	Cathy Carlson	4	7	11		?	?			Cars entering Groveland to avoid backup at stop sign, started at 7:58 a.m.
p.m. data	Wednesday (a.m.) (none)	Heather Asborno	8		8		7	2			4 of the walkers were adults not associated with children
Crescent/Corte Madera			From CM to Crescent	From Crescent to CM	Total traffic at Intersection		Pedestrians	bikes	Cars speeding	Cars not stopping at stop sign	
a.m. (data)	Monday (a.m.)	Cathy Carlson	0	0	0		?	?			18 cars went straight on Corte Madera (5 speeding)
p.m. (data)	Wednesday (a.m.)	Heather Asborno	4		4						
	Monday (p.m.)	Cathy Carlson	0	0			?	?			8 cars went straight on Corte Madera

RESULTS OF CORTE MADERA SCHOOL TRAFFIC SURVEY
15 October 2012 (Monday); 16 October 2012 (Tuesday); 17 October 2012 (Wednesday)

					Total traffic at Intersection		Pedestrians	bikes	Cars speeding	Cars not stopping at stop sign	
Crescent (tan oak)/Canyon											
a.m. (data)	Monday (a.m.)	Cathy Carlson		5	5		?	?			only indicates how many went by not which street
p.m. (data)	Monday (p.m.)	Cathy Carlson		4	4		?	?			
Canyon/Portola											
			From Portola to Canyon	From Canyon to Portola	Total traffic at Intersection		Pedestrians	bikes			
a.m. data	Monday (a.m.)	Lissa Cook	0	19	19		?	?	2		of the cars Leaving 14 were drop offs from Corte Madera
	Tuesday (a.m.)	Lissa Cook	1	12	13		?	?			of the cars leaving 10 were drop offs from Corte Madera
	Wednesday (a.m.)	Shandon Lloyd	1	10	11		2	0			
p.m. data	Monday (p.m.)	Shandon Lloyd	2	11	13		2	0			
	Wednesday (p.m.) 2:15 to 2:45 only 6th, 7th	Lissa Cook	>= 6	0	0		?	?			got there late, 4 of the cars in were heading to Corte Madera
Echo/Alpine											
			from Alpine to Echo	From Echo to Alpine	Total traffic at Intersection		Pedestrians	bikes			
Tuesday (a.m.)		Shandon Lloyd	4	3	7		1	3			All cars entering Echo were cutting the corner - dangerously - to avoid backup at stop sign

Howard Young, Public Works – CM Neighborhood Actions

- Visited site with Tim Reid to meet parents
- Requested Deputy patrols of intersection
- Searched for accident history and did not find reported accident history for this section of Corte Madera Road.
- Restriped intersection as part of regular maintenance
- Removed and trimmed trees for improved site visibility on Alpine and Corte Madera
- Removed and trimmed trees both sides of Corte Madera from Alpine to Tan Oak
- Placed for improved shoulder access and visibility.
- Moved telephone poles on Alpine at Corte Madera to prevent off road parking
- Deputy Building Official discussed with contractors concerning employee parking for current residential construction projects on Corte Madera
- Met with concerned parents on site along with Police Commissioner Gary Nielsen and members of BPTS
- Informal radar surveys and informal counting during school release times indicating low traffic volume and speeds, consistent with Gary Nielsen's survey.
- Placed temporary Slow/Ped Xing signs on barricades as requested by users and BPTS. Signs will be managed by the BPTS Committee.

From: Kari Rust <karirust@sbcglobal.net>
To: Ed Holland <edward.holland1@btinternet.com>; Shandon Lloyd <shandonL@gmail.com>
Cc: Carol Piraino <cpiraino@pvsd.net>; Michael Corritone <mcorritone@pvsd.net>
Sent: Thursday, March 14, 2013 11:49 AM
Subject: Corte Madera update

Ed and Shandon,

Carol and I met this morning about the Safe Routes grant, and then briefly discussed the CM neighborhood situation. Here is what we discussed, to help you/us work with the neighbors over there:

- there is an "official" back entrance to Corte Madera
- there is an "official" drop off to Corte Madera in front of the school
- there is no official drop off or "no drop off" at the back fence and the school has no jurisdiction over declaring that area back there a "no drop off" area. Our discussion centered on that being a public right of way (Alpine Road is not school property) and having that official school entrance back there which must remain.
- the school has taken the position of looking at safety solutions along Alpine Road to make this road adjacent to the school as safe as possible. Examples: applying for funding for permeable path along Alpine Road, pursuing bids to replace the fence that is falling down, and supplying a crossing guard there in the afternoons (as well as supplying materials for volunteer crossing guards in the mornings).

The school and Safe Routes would be willing to help endorse the following in the neighborhood streets, which are separate from Alpine Road:

- designating Corte Madera (and any other streets in the neighborhood) a Safe Route to School
- supporting a neighborhood effort (petition?) to close Canyon, Tan Oak, and Groveland to through traffic from 7:30-8:00 am, and 3-3:30 pm
- supporting a neighborhood effort to get an official trail along the length of Corte Madera and especially to go forward with improved visibility measures at that segment between Tan Oak and Alpine Road

Hope that helps.

----- Forwarded Message -----

From: Lisa Gonzales <lgonzales@pvsd.net>

To: Marra steven <srmarra@sbcglobal.net>

Cc: Jocelyn Swisher <jswisher@pacbell.net>; Linda Wong <lswong888@yahoo.com>; Andy Hutchinson <heartfann@sbcglobal.net>; Carlson Cathy <Cathy@carlsonland.com>; Nick Pegueros <NPegueros@portolavalley.net>; Kari Rust <karirust@sbcglobal.net>

Sent: Tuesday, November 12, 2013 10:03 AM

Subject: Re: Intersection alpine/cms

For the benefit of those on this email chain, I wanted to share the following information:

I met with the committee of neighbors at the beginning of the school year to hear their concerns, in coordination with Kari Rust and the Sheriff. All neighbors who are part of that committee were invited to attend the meeting with me, and there was follow up by the committee after the meeting.

Kari Rust keeps me in the loop on the grant and traffic study, in her role as the individual who interacts with traffic and safety concerns. She is paid by PVSD to do this work as part of our safety grant. She informed me that members of the neighborhood committee have all been informed of the grant, the study, the revised timeline, and have even asked for/reviewed the scope of the contract with the new engineer.

I met with Nick (PV Town Center) to review issues from the Town's perspective and the current timeline there. Nick and his team will be invited to the PVSD board meeting when we review the traffic study report and recommendations.

I have updated the PVSD board when new situations have emerged, including the delay in the traffic study due to the first engineer walking away from the contract.

The principal at CMS and I continue to work within our jurisdiction to send out email reminders to parents about proper driving protocols.

Thank you for allowing me to correct any misinformation that may be out there. I will check with Kari as to whether she is available to attend the town meeting. I am at a previously scheduled event that has been on my calendar for 3 months and will not be able to attend.

Lisa

Lisa Marie Gonzales, Ed.D.
Superintendent
Portola Valley School District
4575 Alpine Road
Portola Valley, CA 94028
(650) 851-1777
lgonzales@pvsd.net

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On Sat, Nov 9, 2013 at 2:44 PM, <srmarra@sbcglobal.net> wrote:

We have had no interaction with Lisa. We have been working with town. Unfortunately, there has been minimal participation by PVSD during the last 2 years of trying to address this dangerous intersection. Parents profoundly hope PVSD will attend and participate in next week's meeting with town. Simply put, without PVSD participation, there really is no solution.

Respectfully,
sm

Sent from my iPhone

On Nov 9, 2013, at 2:11 PM, Jocelyn Swisher <jswisher@pacbell.net> wrote:

Hi Steve - I understand that you are working with Lisa Gonzales, the Sheriff's Department and the Town regarding your concerns. It seems that you are working through all the right channels. Certainly, the school district takes safety on school property very seriously and this is a top priority. I am sure that Lisa will continue to address any issues within the school district's jurisdiction to ensure the safety of our students.

Thanks for sharing your concerns.

Best -
Jocelyn Swisher

Sent from my iPhone

On Oct 1, 2013, at 8:44 AM, stephen marra <srmarra@sbcglobal.net> wrote:

Dear PV School Board,
I sent the following email and photos to the folks listed below.

----- Forwarded Message -----

From: stephen marra <srmarra@sbcglobal.net>

To: "srmarra@sbcglobal.net" <srmarra@sbcglobal.net>; Andy Hutchinson <heartfann@sbcglobal.net>

Cc: Shandon Lloyd <shandonl@gmail.com>; Julie Dickerson <julie.d.dickerson@gmail.com>; Carlson Cathy <Cathy@carlsonland.com>; nelson vera <vhnelson@ekiconsult.com>; Vidya Setlur <vidya.setlur@gmail.com>; simonson Kelly <kellysimonson@gmail.com>; Asborn heather <hasborn@comcast.net>; Basch Shannon <shannon.basch@gmail.com>; Andy Byrne <andrew.r.byrne@gmail.com>; Danna Breen <pvlily@aol.com>; Michael Corritone

<mcorritone@pvsd.net>; Howard Young <hyoung@portolavalley.net>; Kari Rust <karirust@sbcglobal.net>; Timothy Reid <treid@smcgov.org>; Maryann Derwin <maryann@derwin.com>; anne <awengert@portolavalley.net>

Sent: Tuesday, October 1, 2013 8:37 AM

Subject: Intersection alpine/cms

These photos are from yesterday, pls see attached. This style of kid pick up is now happening frequently at cms/alpine intersection typically in the afternoon. Notice the 2 cars parked facing each other. Other cars are now pulling into driveways to wait for their kids. I believe the fundamental question remains "is CMS/Alpine" a school sanctioned drop off or not? I'm glad a survey is being conducted to confirm what we are now into our second year experiencing but the survey will not answer, is this or is this not a school drop off? I fear the survey results will be ignored until this basic question is addressed. I thought this intersection was dangerous last year but with this new style of pick up, it is even more dangerous and I am there to pick up my kid in the afternoon. I have also forward this email and photos to our school board.

Regards and thanks,
sm

Stephen Marra

srmarra@sbcglobal.net

1 650 400 3929

Easy Day Yesterday



February 12, 2014

Kari Rust
Safe Routes to School Coordinator
4575 Alpine Road
Portola Valley, CA 94028

Subject: Traffic Assessment of Corte Madera School

Dear Ms. Rust:

Parisi Transportation Consulting has reviewed the vehicular traffic and parking, bus circulation, and pedestrian and bicycle travel conditions at and in the immediate vicinity of Corte Madera School. We conducted two site visits and reviewed data and reports provided to us by the school's Safe Routes to School coordinator.

We observed the following multimodal issues oriented around the following areas:

1. **Alpine Road / Indian Crossing intersection:** The uncontrolled crosswalk across Alpine Road lacks advance school crossing signs. The SLOW SCHOOL XING pavement markings are farther away from the intersection than recommended by the California Manual of Uniform Traffic Control Devices (CA MUTCD). The crosswalk striping is worn and in need of refreshing.
2. **Alpine Road / Corte Madera Road intersection:** Student drop-off and pick-up to the school's rear gate occurs without a designated loading zone, i.e., in Alpine Road's travel lanes. The school crosswalk's location, across Alpine Road, creates some conflicts with vehicles turning left from Corte Madera Road.
3. **Alpine Road, between Indian Crossing and Corte Madera Road:** The roadway's centerline striping, edge line striping, and red curb paint need refreshing. Traffic on Alpine Road appears to occasionally travel above the posted speed limit. The road could use additional countermeasures to calm traffic and provide additional reminders to drivers that they are in a school zone.
4. **Corte Madera School, north parking lot:** The turning radius within the parking lot is too sharp for a 40-foot bus to complete a full turn, which results in vehicular back-ups within the parking lot, and occasionally onto Indian Crossing. The west aisle where bus drop-off and pick-up occurs is too narrow to allow other vehicles to pass while the bus boards and alights students.

5. **Corte Madera School, parking lot driveway:** The angle of approach for exiting vehicles is very sharp between the northbound parking aisle and Indian Crossing. Motorists in exiting vehicles have a constrained line of sight to the street, particularly looking to the right. The angle of the outbound driveway encourages higher speed exits. The walkway from the Indian Crossing could use additional measures to reinforce pedestrian priority.

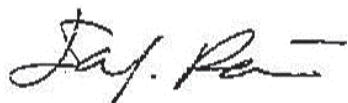
We observed school-related traffic, pedestrian and conditions along Corte Madera Road and other local streets just north of the school and did not observe any key issues related to school travel.

The following page is a photo inventory of our observations during the site visit. The "Recommendations" are low-cost, near term improvements that the town could pursue initially. The "Considerations" are longer-term, higher-cost measures that require additional planning. Neither "Recommendations" nor "Considerations" are mandatory improvements.

To illustrate potential short-term and longer-range solutions to consider, we have prepared the attached plan that focuses on each of the study areas. The "toolbox" that follows provides additional information on each countermeasure.

Please let me know if you have any questions or would like to further review the site.

Sincerely,



David Parisi, PE, TE
Principal

Observations



Student drop-off occurring in the parking aisle.



The north lot turning radius is challenging for buses.



The parking aisles are too narrow for a vehicles to pass stopped buses.



The southern parking lot and drop-off/pick-up aisles. (Note location of oak tree.)



The parking lot exit angle with Incian Crossing is very sharp.



Biking to school is a popular activity by students.



The paved walkway does not reach Alpine Road.



Cones discourage vehicles from parking or dwelling near the Alpine / Corte Madera intersection.



The Alpine / Corte Madera crosswalk has no crossing guard in the morning.



Student loading occurring on Alpine outside a defined loading area.



Alpine Road has 12-foot lanes, which encourage for high-speed travel.



Faded lane, crosswalk, and stencil markings at Alpine / Corte Madera.



Toolbox of Potential Improvements



1 Raised crosswalks can reinforce pedestrian priority when passing through parking aisles and other high-traffic areas.



2 High-visibility school crosswalks make it easier for motorists to see crossing pedestrians.



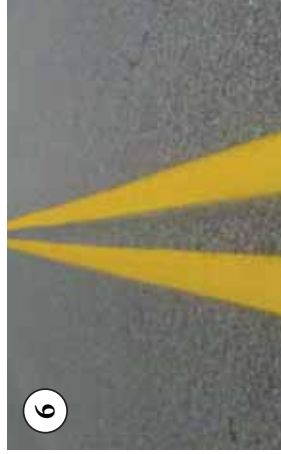
3 Advance stop bars provide more space for pedestrians and increase visibility.



4 Advance yield lines/sharks teeth instruct motorists where to yield at uncontrolled crosswalks.



5 SLOW SCHOOL XING pavement stencils signal that an uncontrolled crosswalk is ahead.



6 Double yellow centerlines discourage U-turns by motorists.



7 Red curb paint delineates areas where parking is prohibited.



8 Coning off parking areas channelizes vehicular flow and simplifies circulation during drop-off and pick-up.



9 Edgeline striping can calm traffic by narrowing lanes.



10 Driver speed feedback signs are an active measure to reduce traffic speeds.



11 Assembly C signage can reduce traffic speeds around schools.



12 Assembly B and D signage alert motorists to an uncontrolled crosswalk ahead (Assembly D pictured).



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Nick Pegueros, Town Manager

DATE: March 12, 2014

RE: Resolution Authorizing the Mayor to Sign a Thirty-Year Memorandum of Agreement with the County of San Mateo Regarding Funding for Construction of an Animal Control Shelter at Airport Boulevard in San Mateo

RECOMMENDATION

It is recommended that the Town Council adopt the attached resolution authorizing the Mayor to sign the attached Memorandum of Agreement (MOA) with the County of San Mateo to share construction costs for a new animal care shelter through a 30-year interest-free lease using the proposed construction cost allocation methodology outlined in the attached Memorandum of Agreement.

BACKGROUND

Since 1952, San Mateo County has contracted with Peninsula Humane Society (PHS) for animal control field and sheltering service. All twenty cities in the County have in turn contracted with the County for these services. Under this contract, all 21 agencies (20 cities and the County) share the cost of services based on a formula that factors agencies' proportionate use of field services and shelter services.

PHS currently provides Animal Control services in a 45,000 square foot building at 12 Airport Boulevard in San Mateo. The building is owned by PHS and the County owns the land and leases it to PHS at a nominal rate. In 2011, PHS moved its charitable functions, such as animal adoption, from the Airport Boulevard shelter to its recently constructed 57,000 square foot building on Rollins Road in Burlingame. The Animal Control functions - those tasks for which the County contracts - remain at the Airport Boulevard shelter. Those functions include: receiving and housing stray animals, servicing as the location for the public when looking for lost pets or surrendering unwanted animals, sheltering animals, spay/neuter clinic, and vaccination clinic. Licensing, micro-chipping, veterinary care and animal behavior work are performed at both locations.

The shelter is, at a minimum, in need of significant repairs. Under the terms of the current agreement, starting in FY 2012-13 all jurisdictions agreed to share in the costs necessary for maintenance and repairs to the Airport Boulevard shelter, up to \$50,000 per year.

PHS leadership has stated that it will be reluctant to renew the agreement with the County and cities when it expires in 2015 if the new agreement does not include a plan to address the current condition of the Airport Boulevard shelter.

DISCUSSION

The San Mateo County Department of Public Works conducted inspections of the Airport Boulevard shelter in 2009 and 2011. Because of the nature of the comprehensive repairs that would be required to bring the facility up to current animal control facility standards, it was determined that the building was functionally obsolete, and that substantial renovation of the existing facility is not a viable option.

The County considered a number of alternatives for addressing the requirements for a shelter. First, they considered major renovations to the existing facility as discussed above. They considered replacing the existing shelter with a prefabricated modular building, which was not considered durable enough to serve as the needed long-term solution. They also considered re-commissioning existing public or private buildings at alternative locations. Finally, they considered building a new shelter at an alternative County-owned site or at sites not currently owned by the County. The County reviewed 17 available County-owned and commercial properties that might be appropriate for a new Animal Care shelter. However, in considering such factors as neighborhood and fiscal impacts (including both building and land acquisition costs), it was determined that a rebuild of the existing facility was the best alternative in that the existing site provides the least amount of impact on existing neighborhoods where animal control shelters may be met with moderate-to-strong opposition, and that the costs of other proposed sites far exceeded the cost to rebuild at the current location, even when accounting for the challenges anticipated in rebuilding at the current property, which is sited on and adjacent to bay-fill.

The San Mateo County Public Works Department received square footage requirements from PHS for each function that would be contained in a new Animal Care shelter. Based on this information and current trends in construction costs of similar facilities, it is estimated that the cost of construction will be between \$15.1 million to \$20.2 million to build a new 33,500 square foot Animal Care shelter at the current Airport Boulevard location.

The County is willing to manage the construction and advance the funding for construction of a new shelter at the Airport Boulevard site if each city enters into a cost participation agreement to pay a portion of the costs through a 30-year interest-free lease of the shelter. The cost participation agreement is included as Attachment 1.

The lease amount will be recalculated each year over the term of the lease using a combination of shelter usage averaged over a three-year period (weighted at 80%), and population (weighted at 20%). The basis of this allocation is to attribute the larger share of the costs (80%) upon the recent actual level of shelter services used by each jurisdiction, and a smaller portion (20%) based upon "potential" use based on population. The City

Managers in San Mateo County have reviewed this allocation methodology and concur that this provides a reasonable basis upon which costs for the new facilities should be allocated. Based on Portola Valley's current use of shelter services and current population, approval of this agreement will result in an annual estimated cost for Portola Valley of \$3,053 to \$4,084, depending upon the final cost of construction (Attachment 2).

According to the timeline provided by the County, construction would begin in July 2014 and construction would be completed in 12-18 months. The shelter will remain open during construction and all transition costs are included in the construction estimates.

If the Town chooses not to participate in the MOA for cost participation in the construction of the new Animal Shelter, it might preclude the Town from participating in the countywide shared services model for Animal Control Services and the Town would therefore need to develop its own means of providing those services independently when the current Animal Control Services agreement ends on June 30, 2015.

FISCAL IMPACT

The Town's current outlay for animal control services is \$28,712. This amount incorporates costs associated with minor facilities' repairs but does not include a cost for facilities replacement. The construction of a new shelter is likely to reduce some of the Animal Control contract costs. For instance, the cost of maintenance and repairs should be lower than what would have been associated with the existing shelter, and bringing the shelter within today's animal care guidelines should have a positive impact on the physical and behavioral needs of the animals, shortening their stay and reducing the cost of sheltering. Although it is impossible to forecast whether and how much can be expected in reduced annual operating costs, it is reasonable to believe that the total cost to the Town for animal control related expenses will increase by less than the estimated additional \$3,053 to \$4,084 in lease payments that the Town would incur relative to the cost of building the shelter.

ATTACHMENTS

1. Memorandum of Agreement (DRAFT)
2. Proposed Cost Distribution – Estimated Lease Amounts to Recoup Construction Costs
3. Resolution authorizing the Mayor to sign a thirty-year Memorandum of Agreement with the County of San Mateo regarding funding for construction of an Animal Control Shelter at Airport Boulevard in San Mateo

COPY

- Pamela Machado, Program Manager of Animal Control & Licensing
County of San Mateo Department of Environmental Health

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY
AUTHORIZING THE MAYOR TO SIGN A THIRTY YEAR MEMORANDUM OF AGREEMENT
WITH THE COUNTY OF SAN MATEO REGARDING FUNDING FOR CONSTRUCTION
OF AN ANIMAL CONTROL SHELTER AT AIRPORT BOULEVARD IN SAN MATEO**

WHEREAS, the Town of Portola Valley contracts with the County of San Mateo for the provision of Animal Control Services; and

WHEREAS, the current Animal Control Shelter is located at 12 Airport Boulevard in San Mateo, California on land owned by the County of San Mateo; and

WHEREAS, the County of San Mateo has inspected the current Animal Control Shelter and determined that the existing facility is functionally obsolete and that substantial renovation is not a viable option; and

WHEREAS, the County of San Mateo has thoroughly studied options to replace the facility and developed capital cost replacement estimates ranging from \$15,100,000 to \$20,200,000; and

WHEREAS, the County of San Mateo is willing to manage the construction and advance the funding to rebuild the Animal Control Shelter as its current location at 12 Airport Boulevard in San Mateo; and

WHEREAS, the County of San Mateo has developed a cost participation formula which will be implemented through a lease with all cities in San Mateo County that assigns the cost for construction, without interest, to all participating agencies based on population and use of the animal control shelter; and

WHEREAS, the County of San Mateo will retain ownership of the Animal Control Shelter and make the facility available for the benefit of all agencies that contract with the County for animal control services;

NOW, THEREFORE, the Town Council of the Town of Portola Valley does hereby RESOLVE to authorize the Mayor to sign a thirty year Memorandum of Agreement with the County of San Mateo regarding funding for construction of an Animal Control Shelter at Airport Boulevards in San Mateo.

REGULARLY PASSED AND ADOPTED this 12th day of March 2014.

Ann Wengert, Mayor

ATTEST:

Sharon Hanlon, Town Clerk

#7

There are no written materials for this agenda item.

#8

There are no written materials for this agenda item.

TOWN COUNCIL WEEKLY DIGEST

Friday – February 28, 2014

1. Agenda (Action) – ASCC – Monday, February 24, 2014
2. Agenda (Action) – Town Council – Wednesday, February 26, 2014
3. Agenda – Parks & Recreation Committee – Monday, March 3, 2014
4. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, March 5, 2014
5. Agenda – Planning Commission – Wednesday, March 5, 2014
6. Memo from Administrative Services Manager, Stacie Nerdahl - Budget Calendar for 2014/15
7. Monthly Meeting Schedule – March 2014
8. Sheriff's Memo – March 2014
9. Email to the Town Council - MROSD reports on the Hawthorns / Woods property – http://www.openspace.org/plans_projects/hawthorns.asp
10. Report from San Mateo County Sheriff's Office – Incident Log for 02/18/14 – 02/25/14
11. Invitation from Cal Water & BAWSCA – Water-efficient landscaping Workshop – Woodside Town Hall - March 4, 2014
12. Invitation from RecycleWorks of San Mateo County – Backyard & Worm Composting Workshop Portola Valley Town Center – March 13, 2014
13. Memo from Town Manager Nick Pegueros re: Weekly Update – Friday, February 28, 2014

Attached Separates (Council Only)

1. None



TOWN OF PORTOLA VALLEY
 ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
 Monday, February 24, 2014
 7:30 PM – Regular ASCC Meeting
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

ACTION

7:30 PM - REGULAR AGENDA*

1. Call to Order: 7:30 p.m.
2. Roll Call: Breen, Clark, Harrell, Koch, Ross (All present. Also present: Karen Kristiansson Deputy Town Planner; Carol Borck Assistant Planner; Craig Hughes Town Council Liaison; Alex VonFeldt 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. Continued Review for Conformity with CUP X7D-30 and Site Development Permit X9H-668: New building at Benedictine Square and Proposed Changes to Benedictine and Church Squares, 302 Portola, The Priory School **Project found in conformance with the 2005 Master Plan and approved subject to conditions as listed in the staff report.**
5. New Business:
 - a. Architectural Review for Detached Guest House, 385 Westridge Drive, Prella **Project approved subject to conditions to be met to the satisfaction of Planning staff prior to building permit issuance.**
6. Commission and Staff Reports:

Breen – reviewed follow-up items for 130 Golden Oak building permit
Clark – reported that Ford Field renovation is complete, is working with Howard Young on batting cage colors. Breen expressed that the ASCC should have been involved in color selection for the outfield marker.
7. Approval of Minutes: February 10, 2014 **Approved with corrections.**
8. Adjournment: 8:15 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 Assistant Planner at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

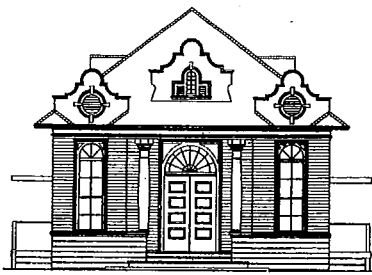
PUBLIC HEARINGS

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

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

Date: February 21, 2014

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY

Page 60

2

7:30 PM – Regular Meeting of the Town Council
Wednesday, February 26, 2014
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Councilmember Derwin, Councilmember Hughes, Councilmember Richards, Vice Mayor Aalfs and Mayor 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.

None

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** – Special Town Council Meeting of January 22, 2014
- (2) **Approval of Minutes** – Special Town Council Meeting of January 30, 2014

Approved as Amended 4-0, Vice Mayor Aalfs abstained

- (3) **Ratification of Warrant List** – February 12, 2014
- (4) **Approval of Warrant List** – February 26, 2014
- (5) **Report from Sustainability & Special Projects Manager** – Farmers' Market Quarterly Report
- (6) **Recommendation by Town Manager** – Adoption of Policy for Use of Radio-Controlled Planes at Town Center
- (7) **Recommendation by Town Attorney** – Adopt Ordinance Amending the Conflicts of Interest Code
 - (a) Second Reading of Title, Waive Further Reading, and Adopt an Ordinance of the Town Council of the Town of Portola Valley Amending the Appendix to Chapter 2.36 [Conflicts of Interest] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No. 2014-401)
- (8) **Appointment by Mayor** – Request for Appointment of Members to the Trails & Paths Committee
- (9) **Appointment by Mayor** – Woodside Highlands Road Maintenance District Advisory Board

Item's 1, 3, 4, 5, 6, 7, 8, and 9 Approved 5-0

REGULAR AGENDA

- (10) **Recommendation by the Parks & Recreation Committee** – Trial Skateboard Ramp at Town Center / Project Approval

Council unanimously approved the proposed trial skateboard ramp at Town Center. The approved hours will be the same as the sports court, sunrise to sunset.

- (11) **Recommendation by Town Attorney** – Adopt Ordinance for a Skate Park at Town Center
 - (a) First Reading, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley (Ordinance No

First Reading of Ordinance Approved 5-0. Second Reading scheduled for the March 12 Council meeting

- (12) **Recommendation by Sustainability & Special Projects Manager** – Consideration of Sustainability Committee Projects for 2014 and Creation of an Ad-Hoc Water Conservation Task Force

Council approved formation of the Ad-Hoc Water Conservation Task Force Committee for the purposes outlined in the proposed committee charter and for a six month duration. The initial focus will be on water conservation with

consideration of long term projects, including greywater. At the end of the six month period, the Council would consider the committee's recommendation for the possibility of establishing a standing Water Conservation Committee.

Council approved the proposed Ad-Hoc Water Conservation Task Force Committee charter. 5-0

Member recruitment announcement will be placed in the Almanac, PV Forum and Town website with Council interviewing and appointing members at its March 12 council meeting.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(13) **Discussion** – Participation in a Joint Funding for a CERPP Coordinator position at Woodside Fire Protection District

Council approved joint funding for a CERPP Coordinator with funding built into the 2014/15 Budget. The CERPP Coordinator is a trial program for one year, at which time it will be reevaluated.

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

There are no written materials for this item.

Vice Mayor Aalfs – No meetings

Councilmember Derwin –

January Council of Cities – Dave Pine presented State of the County.

Sustainability Committee – Energy Upgrade, Earth Fair, and projects including water and transportation.

Bicycle, Pedestrian & Traffic Safety Committee – Public Works Director Young reported on status of the San Mateo County Transportation Authority grant application, Windy Hill parking lot, Corte Madera traffic school study, bike rodeo, bike/walk to school day and 50th Anniversary parade.

San Mateo County Poet Laureate – Heard from local poets including San Mateo County's first Poet Laureate, Caroline Goodwin.

C/CAG – Climate Protection, CPUC residential energy, Dave Pine spoke on seal level, AB327 (net metering) and Energy Watch Program.

Library JPA – Welcomed five new board members and reviewed its financial audit report.

C/CAG – C/CAG Board heard from PG&E regarding its executive report of pipeline data within San Mateo County, and reviewed Governors Budget.

Councilmember Hughes –

Planning Commission – Proposed amendment to CUP for the wireless tower across from Alpine Hills. Resident request for waiver from town utility undergrounding requirements, Portola Road Corridor Plan and continue work on the Housing Element.

ASCC – (2/10) New residence and site development permit at 7 Veronica Place approved, reviewed the Priory's new classroom building, Portola Valley Ranch revisions to solar panel design guidelines was approved, continued discussion regarding landscape plan for 5050 Alpine.

Nature & Science Committee – Discussed Stanford's tick and Lyme disease study, Hawthorns property, 50th Anniversary planning and approved their budget.

ASCC – (2/24) Construction of a new classroom at the Priory was approved, color selection for the batting cage at Ford Field.

Midpeninsula Regional Open Space – Completed property report for the Hawthorn property. The site as a whole is likely considered to be a historic site but not the buildings.

Councilmember Richards –

Conservation Committee - Discussed Backyard Habitat, broom pull scheduled for March 9, Native Plant Garden.

Emergency Preparedness Committee – Discussed goals and objectives for the coming year, the desire for more training, traffic situation at Corte Madera School and ordered a hard box radio for alternate EOC.

Mayor Wengert –

Trails & Paths Committee approved three new members and continues its work on driveway scoring. 50th Anniversary Ad-Hoc Committee continues its work on their calendar of events.

Aircraft Noise – Two issues at hand; temporary closure of runways and Environmental Assessment related to NEPA. When the Environmental Assessment is released, the town should have a community meeting to hear public comment on the report and the projects local impact.

WRITTEN COMMUNICATIONS

(15) **Town Council Weekly Digest** – January 24, 2014

#6 Pradeep Gupta was appointed to the ABAG Board.

(16) **Town Council Weekly Digest** – January 31, 2014

(17) **Town Council Weekly Digest** – February 7, 2014

#8 Councilmember Derwin said the Energy Upgrade California Homeowner Workshop was well attended.

(18) **Town Council Weekly Digest** – February 14, 2014

(19) **Town Council Weekly Digest** – February 21, 2014

#6 Councilmember Hughes raised his concern with the size and timing of speed trailers in town. Town Manager noted that the Sheriff's Department will give a presentation to the Council at a near future meeting.

ADJOURNMENT: 9:35 pm

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

SUBMITTAL OF AGENDA ITEMS

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

PUBLIC HEARINGS

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



Town of Portola Valley
Parks & Recreation Committee Meeting
Monday, March 3, 2014 – 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: February 3, 2014
4. Reports from Staff and Council
5. Trial Skate Ramp Update
6. Ford Field Update
7. Town Picnic
8. Next Projects

Next meeting: Monday, April 7, 2014



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, March 5, 2014 – 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call meeting to order
2. Roll Call
3. Oral Communications
4. Approve Minutes of the February meeting
5. Sheriff's Report (January 2014)
 - 1) Updated requests for law enforcement presence
6. Public Works Report
 - 1) Bike lane/shoulder improvement study submission
7. Ongoing items:
 - 1) Corte Madera School and neighborhood – Approval of information and study data packet ahead of March 12 Council meeting
 - 2) Windy Hill parking measures
8. Update on Outreach and Teaching programs
 - 1) Safe Routes to School
 - 2) SamTrans shuttle – pursuit of funding for services in PV, progress report
 - 3) Update on "Bike/Walk to School Day" participation and upcoming events
 - 4) Bike Rodeo
 - 5) Bike to/from Work day (May 16th)
9. Other Business
10. Time and date for April 2014 meeting
11. Adjournment



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
765 Portola Road, Portola Valley, CA 94028
Wednesday, March 5, 2014 – 7:30 p.m.
Council Chambers (Historic Schoolhouse)

REGULAR AGENDA

Call to Order, Roll Call

Chairperson Gilbert, Vice-Chairperson Targ, Commissioners Hasko, McKitterick, and Von Feldt

Oral Communications

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

Regular Agenda

1. Continued Housing Element Study Session – Review and discuss draft site inventory and outline of potential changes to housing programs
2. State Density Bonus Law and Draft Implementation Ordinance – Presentation by Town Attorney

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: December 18, 2013, January 15, 2014 and February 5, 2014

Adjournment:

ASSISTANCE FOR PERSONS WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley branch of the San Mateo County Library located at Town Center.

Planning Commission Agenda
March 5, 2014
Page Two

PUBLIC HEARINGS

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

Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

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

Date: February 28, 2014

CheyAnne Brown
Planning Technician



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
Chairs and Members of the Town Commissions and Committees
Town Staff
Town Consultants

FROM: Stacie Nerdahl, Administrative Services Manager

DATE: February 28, 2014

RE: **2014-15 Budget Calendar**

It's time to begin the budget planning process for the Town of Portola Valley's next fiscal year (July 1, 2014 – June 30, 2015). Budget worksheets are being distributed via email to Town staff, consultants, and each committee's chair. Budget discussions should be agendized by committees/commissions in March and April.

The information submitted on these sheets will initially be reviewed and evaluated by Town staff. A recommended budget will then be forwarded to the Finance Committee for their review. Their comments and recommendations will be forwarded to the Town Council in a proposed budget. After review and public hearing, the Council will then adopt the budget in June.

2014-15 BUDGET SCHEDULE	
March 2014	Memorandum and Budget Worksheets distributed to Town Council, Commissions/Committees, Consultants and Town staff
Month of March 2014	Budget Worksheets reviewed and prepared by Committees, consultants and staff
Month of April 2014	Budget Worksheets finalized by Committees/Commissions, consultants and staff
Friday, April 18, 2014	Deadline for Budget Worksheets! Submit directly to Stacie Nerdahl (sbnerdahl@portolavalley.net)
April 21 to mid-May 2014	Requests reviewed by staff, Recommended Budget prepared
3 rd week of May 2014	Recommended Budget forwarded to Finance Committee
4 th week of May 2014	Finance Committee Meeting
2 nd week of June 2014	Presentation of Proposed Budget to Town Council
4 th week of June 2014	Public Hearing on Proposed Budget, Adoption of Final Budget

If you have any questions, please feel free to contact me directly at 851-1700 (ext.219) or via email at sbnerdahl@portolavalley.net. Please note that the Adopted Budget for 2013-14 is available for review at www.portolavalley.net (via Town Government tab, then Town Finance).

Town of Portola Valley

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

MARCH 2014 MEETING SCHEDULE

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

TOWN COUNCIL – 7:30 PM (Meets 2nd & 4th Wednesdays)

Wednesday, March 12, 2014

Wednesday, March 26, 2014

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

Council Liaison – Jeff Aalfs (for months January, February, March)

Wednesday, March 5, 2014

Wednesday, March 19, 2014

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

Council Liaison – Craig Hughes (for months January, February, March)

Monday, March 10, 2014

Monday, March 24, 2014

BICYCLE, PEDESTRIAN & TRAFFIC SAFETY COMMITTEE – 8:15 AM (Meets 1st Wednesday of every month)

Council Liaison – Maryann Derwin

Wednesday, March 5, 2014

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

Council Liaison – Craig Hughes

Thursday, March 13, 2014

CONSERVATION COMMITTEE – 7:45 PM (Meets 4th Tuesday)

Council Liaison – John Richards

Tuesday, March 25, 2014

CULTURAL ARTS COMMITTEE – (Meets 2nd Thursday of every month)

Council Liaison – John Richards

Thursday, March 13, 2014

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

Conference Room at Town Hall

Council Liaison – John Richards

Thursday, March 13, 2014

FINANCE COMMITTEE

Council Liaison – Ann Wengert

GEOLOGIC SAFETY COMMITTEE – 7:30 PM

Council Liaison – Jeff Aalfs

As announced

HISTORIC RESOURCES COMMITTEE

Council Liaison – Jeff Aalfs

As announced

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

Council Liaison – Craig Hughes

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Craig Hughes

PARKS & RECREATION COMMITTEE – 7:30 PM (Meets 1st Monday)

Council Liaison – Ann Wengert

Monday, March 3, 2014

PUBLIC WORKS COMMITTEE

Council Liaison – Jeff Aalfs

As announced

SUSTAINABILITY COMMITTEE – 3:30 PM (Meets 3rd Monday)

Council Liaison – Maryann Derwin

Monday, March 17, 2014

TEEN COMMITTEE

Council Liaison – Ann Wengert

As announced

TRAILS & PATHS COMMITTEE – 8:15 AM (2nd Tuesday of each month, or as needed)

Council Liaison – Ann Wengert

Tuesday, March 11, 2014 – 8:15 AM



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: San Mateo County Sheriff's Department
FROM: Sharon Hanlon
DATE: February 27, 2014
SUBJ: Town Center Reservations for March 2014

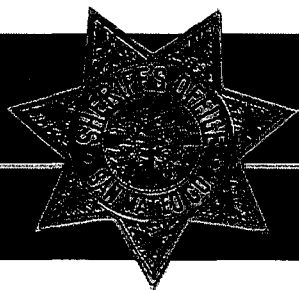
Following is the current schedule of events for the Town Center and surrounding area for March 2014.

March 6, 13, 20 & 27: Farmers' Market at Town Center / 2:00 – 5:00 PM

March 8: Ford Field Ribbon Cutting / Saturday, March 8, 2014 / 10:00 AM

March 9: 50th Anniversary Art Project / Historic Schoolhouse Parking Lot /
Sunday, March 9, 2014 / 2:00 – 4:00 PM

Email to the Town Council - MROSD reports on the Hawthorns / Woods property –
http://www.openspace.org/plans_projects/hawthorns.asp



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Tuesday 02/18/14 to Tuesday 02/25/14

Sheriff

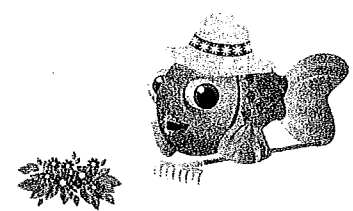
CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
14-1425	02/18/14 10:09AM	Dos Loma Vista Dr./Westridge Drive Portola Valley	Driver w/ Suspended License	A deputy affected a traffic stop due to expired registration. The deputy contacted the female driver who identified herself with her California Driver's License. A records check showed that the driver had a suspended license. The deputy asked the driver if she knew her driver's license was suspended and she said, "yes." The driver was issued a citation and the deputy confiscated her driver's license to be returned to DMV. The driver's vehicle was towed.
14-1429	02/18/14 11:32AM	100 Blk Palmer Lane Portola Valley	Obtain/Use Personal ID w/o Authorization	The victim received a Visa credit card from Capital One in the mail. The victim, who did not apply for a credit card called the telephone number associated with the letter. A faux employee for Capital One answered and asked the victim for his social security number and new address, which the victim provided. The victim has received two other credit card letters since 2-12-14. The victim has contacted Equifax and placed a fraud alert on his credit.
14-1433	02/18/14 4:10PM	500 Blk. Old La Honda Rd. Portola Valley	Traffic Accident – Minor Accident	Party #1 (Solo Bicyclist) was traveling eastbound on Old La Honda Road. Party #1 lost control of her bicycle and

				collided with the pavement.
14-1442	02/18/14 7:55PM	2000 Blk. Monterey Ave. West Menlo Park	Stolen Property/Mail Theft/Possession of 10+ false ID/Forgery/ Warrant Arrest	The reporting party advised that he had seen a suspicious Buick vehicle parked in front of his residence at approximately 7:50PM. As he approached the vehicle, the Buick made a u-turn and drove east on Monterey Avenue. He stated he saw a pile of what appeared to be opened, discarded mail on the ground, next to where the driver's side door of the Buick had been. The deputy confirmed that in fact, there was a pile of opened and discarded mail from multiple residences throughout the area. A second witness stated that he had seen the suspect vehicle at approximately 7:45. While collecting the mail from the ground, County Communications advised that Menlo Park PD had conducted a traffic stop on a white Buick on Alpine Road at Junipero Serra Blvd and had located a large amount of mail in the vehicle. Sandra Cristina Couto from San Jose was arrested for possession of stolen property. County Communications also advised that Couto had an outstanding no bail warrant for her arrest out of Santa Clara County for drugs. Couto was transported to the San Mateo County Jail and booked. The U.S. Postal Inspectors Office was advised as well as the San Jose Mail Theft Task Force due to the large amount of mail that was taken.
14-1456	02/19/14 11:51AM	West Menlo Park	Petty Theft	A deputy responded to a report of theft from a vehicle. Upon arrival the deputy met with the victim/reporting party who stated that an unknown male suspect entered into her vehicle via an unlocked driver's door. The suspect removed the victims pink Prada purse. The purse contained the victim's driver's license, credit cards, social security card and other miscellaneous items. The suspect was described as a male white adult in his late teens or early twenties approximately 5'00" tall with an unknown weight. The suspect was last seen leaving the area on foot going eastbound on Sandhill Rd. An area check for the suspect by deputies was met with negative results. The estimated loss is

				\$700.00.
14-1496	02/20/14 11:24AM	3000 Blk. Alpine Rd. Portola Valley	Burglary	The victim stated that he was at work when he was advised that his car had been broken into at a parking lot leased by his employer. The employees are shuttled back and forth to the parking lot. The victim was transported back to the location for the purpose of reporting the incident and securing his vehicle. The victim initially thought that nothing had been taken, however; a closer inventory of the interior revealed that a small tool case was missing. A nearby witness is the one who called the Sheriff's Office.
14-1503	02/20/14 1:50PM	199 Churchill Ave. Woodside	Battery	The Reporting Party called from Woodside High School, to report that three students were being detained for fighting, and the victim wanted to press charges against the suspect. The suspect was released with a citation for battery and suspended from school. The witness was released at the scene and suspended from school. The victim made a police report.
14-1516	02/21/14 8:00AM	Woodside	Driver w/ Suspended License	A deputy conducted a traffic enforcement stop and made contact with the driver who identified herself with a California ID card. A records check through County Communications revealed that the driver had a suspended license. The driver was issued a citation for failure to stop at a stop sign limit line and for driving on a suspended license. The driver was released from the scene and the vehicle was towed.
14-1598	02/23/14 6:31PM	100 Blk. Noel Rd. Woodside	Missing Person	The victim was reported missing and at-risk. An area search was conducted by deputies with negative results. Office of Emergency Services was notified of the situation and responded to the scene. OES coordinated the large scale, multi-personnel search efforts. The victim was located at medically cleared and reunited with her family.
14-1625	02/24/14	900 Blk. La Mesa Dr.	Grand Theft	The victim stated that over the past week she discovered a

	4:49PM	Ladera		billfold she kept in her desk drawer was missing about 10 one hundred dollar bills. She also noticed a 4ct diamond platinum ring she had kept in the drawer was missing. The victim believes that an employee from her "Home Health Group" took the money and the diamond ring. The victim stated she walked into her bedroom to find the employee going through the desk drawer and closet. The victim stated that she asked the employee what she was doing and the employee left the house and never returned.
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Free water-efficient landscaping workshop



Did you know that lawns and irrigation systems account for more than half of the total water use of an average home? Learn how to save water and still have a beautiful garden.

Cal Water is partnering with the Bay Area Water Supply and Conservation Agency (BAWSCA) and the town of Woodside to offer this free water-efficient landscaping class to Cal Water customers:

Water-Efficient Landscape Design and Maintenance (Peigi Duvall):


Tuesday, March 4 • 7 p.m. - 9 p.m.

Woodside Town Hall (2955 Woodside Road)

This class will teach you how to create a water-efficient and low maintenance landscape using native and drought tolerant plants. Learn about plant selection and placement and irrigation strategies that will help you save water, and help your garden thrive.

Registration is required, and space is limited. To register for this free landscaping class, contact BAWSCA at **(650) 349-3000** or sign up online at **bawasca.org/classes**.

Co-sponsored by

 Please consider the environment and recycle this paper.






RecycleWorks

A PROGRAM OF SAN MATEO COUNTY

Backyard & Worm Composting Workshops

 March and April 2014			
March 6	Thursday	Beresford Recreation Center 2720 Alameda De Las Pulgas, SM	6:30 - 8:00 pm
March 13	Thursday	Portola Valley Town Center 765 Portola Road, PV	6:00 - 7:30 pm
March 19	Wednesday	San Carlos Adult Center 601 Chestnut, SC	6:00 - 7:30 pm
March 20	Thursday	San Bruno Recreation Center 251 City Park Way, SB	6:00 - 8:00 pm
April 12	Saturday	South San Francisco Scavenger Co. 500 East Jamie Court, SSF	10:00 am - Noon

-  Composting is recycling naturally! Learn how to turn your fruit and vegetable scraps, leaves, plant cuttings and grass clippings into compost that will enrich your garden soil.
-  Composting is easy and fun! It is rewarding to know you are turning what some consider waste into precious organic material for your garden and not sending it to the landfill.
-  The benefits of composting for your yard is; the compost will improve your soil structure, provide nutrients to your soil and help your soil to retain water and many other things.



Free Admission!

For more information
call our Toll Free Hotline
1-888-442-2666
or email your RSVP to
info@RecycleWorks.org





MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: February 28, 2014
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended February 28, 2014.

1. **Senior Staff Emergency Prep Training Underway** – Senior staff had its first training with contractor Marsha Hovey on the EOC operations. The training is starting from ground zero with what is considered industry best practice for EOC operations and further tailoring those practices to the specific needs of Portola Valley. The goal is to have senior staff train for a minimum of 2 hours per month for the balance of the fiscal year and hold two EOC exercises. Since senior staff (Howard, Brandi, Sharon, Karen, Stacie, Nick) are responsible for operating the EOC, it is important that their training receive priority. In the new fiscal year, training will be available for all town staff, the town council, and volunteers.
2. **Sandbags and Emergency Contact Information** – Residents were reminded about the availability of supplies to make sandbags at Town Center as well as provided with the emergency contact numbers should there be a hazard on the roads/trails. The announcement can be found on the Town's homepage or [by clicking here](#).
3. **Firewise Meeting** – The Firewise Committee met this week and discussed the chipper program and next steps on the wood roof issue. The District will be looking at the chipper program schedule to ensure that areas with the greatest need receive service early in the season. The District and the Town will work to establish a menu of site conditions to mitigate potential fire risks associated with wood roofs.
4. **Water Conservation Taskforce Notice** – Advertisements requesting volunteers for the newly created committee were published on the Forum and the [town's website](#). A notice will be in next week's *Almanac*.

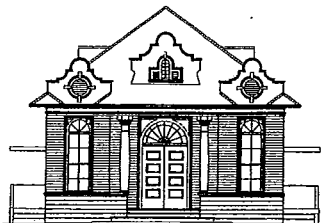
TOWN COUNCIL WEEKLY DIGEST

Friday – March 7, 2014

1. Agenda – ASCC – Monday, March 10, 2014
2. Agenda – Trails Committee – Tuesday, March 11, 2014
3. Agenda – Emergency Preparedness Committee – Thursday, March 13, 2014
4. Agenda – Cable & Utilities Undergrounding Committee – Thursday, March 13, 2014
5. Agenda – Cultural Arts Committee – Thursday, March 13, 2014
6. Memo from Brandi de Garmeaux, Sustainability & Special Projects Manager re: Tentative Calendar of 2014 Town Events – March 7, 2014
7. Email from resident Nancy Lund to the Town Council re: Woods Historic Complex – March 6, 2014
8. Letter from MROSD re: Request Letters of Interest to solicit potential partnerships and conceptual proposals for the restoration, reuse and maintenance of the Hawthorn Historic Complex – March 4, 2014
9. Safe Routes to Schools San Mateo County – March 2014 / April 2014
10. Letter from Steve Abbors, General Manager with MROSD re: June 3rd Bond Measure for major regional open space projects – February 28, 2014
11. Letter from Caltrain re: Draft EIR for the Peninsula Corridor Electrification Project – February 26, 2014
12. Notice of a Public Hearing from LAFCO re: Proposed Budget for FY 2014-15 – February 26, 2014
13. Save the Date Notice from North Fair Oaks Community Festival on August 17, 2014
14. Memo from Town Manager Nick Pegueros re: Weekly Update – Friday, March 7, 2014

Attached Separates (Council Only)

1. C/CAG – 2012-13 Annual Report
2. Letter from Susan Etezadi, Grand Jury Judge for San Mateo County re: Request for nominees for 2014-15 Grand Jury service
3. Invitation from Jobs for Youth to the 32nd Annual Awards Fundraising Breakfast – May 22, 2014



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, March 10, 2014
Special Field Meetings (time and place as listed herein)
7:30 PM – Regular ASCC Meeting
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

SPECIAL ASCC FIELD MEETING*

4:00 p.m. 229 Corte Madera Road (Field meeting for preliminary consideration of plans for residential redevelopment of a .443-acre Brookside Park property. (ASCC review to continue at Regular Meeting)

7:30 PM - REGULAR AGENDA*

1. Call to Order:
2. Roll Call: Breen, Clark, Harrell, Koch, Ross
3. Oral Communications:

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

4. New Business:
 - a. Preliminary Architectural Review for New Residence, Detached Studio, Entry Gate, and Site Development Permit X9H-670, 229 Corte Madera Road, Bedner
 - b. Architectural Review for Residential Additions and Remodeling, 440 Golden Oak Drive, Green
 - c. Site Development Permit X9H-673, "As-Built" Grading and Related Landscaping, 30 Cheyenne Point, Eizadi
5. Commission and Staff Reports:
6. Approval of Minutes: February 24, 2014
7. Adjournment:

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

Architectural & Site Control Commission
March 10, 2014 Agenda
Page Two

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 Assistant Planner 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.

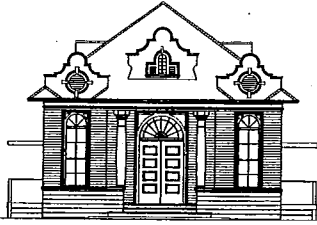
PUBLIC HEARINGS

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: March 7, 2014

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, March 11, 2014 - 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes from February 11, 2014
4. Financial Review and Trail Work
5. Old Business
 - a) Driveway scoring process
 - b) Update - Conservation Committee
 - c) 50th Anniversary Event – Guided Trails Walk
6. New Business
 - a) 2014-15 Budget
 - b) Westridge Trails
7. Other Business
8. Adjournment

Enclosures:

Minutes from February 11, 2014 meeting
Financial Review
Trail work Map and Memo – February 2014
Letter from Bev Lipman re: Westridge trails



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, March 13, 2014 - 8:00 AM
EOC / Town Hall Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to order -
Members: John Boice, Dave Howes, Diana Koin, Anne Kopf-Sill, Dale Pfau, Ray Rothrock/ Chair, Craig Taylor, Bud Trapp, Stuart Young, and Chris Raanes
2. Oral communications
3. Review and approve minutes of November & December 2013 meetings
4. AM Radio Status
5. Medical Plan
6. Preliminary review of 2014/15 Committee Budget
7. Other Business
8. Adjourn. Next meeting is April 10, 2014

Special EPC Meeting Requested: Monday, March 24, 2014 12:00 noon - Training



TOWN OF PORTOLA VALLEY
Cable & Undergrounding Committee Meeting
Thursday, March 13, 2014 – 8:15 AM
Historic School House
765 Portola Road, Portola Valley, CA

AGENDA

1. Call meeting to order
2. Minutes: Approval of October minutes (January meeting did not have a quorum)
3. Communications from Members of the Public
4. Old Business
 - PG&E status on undergrounding project
 - Committee charter – expansion to include digital access concerns
 - Samcat
5. New Business
 - New member recruitment for 2014
 - Committee budget for 2014/15
 - Funding sources to underground utilities
6. Adjournment:

Next meeting on May 8, 2014 at 8:15 am



TOWN OF PORTOLA VALLEY
Cultural Arts Committee
Thursday, March 13, 2014 - 1:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of January minutes
4. Old Business:
 - 50th Anniversary Projects/Status
 - Overall update on projects - Linda
 - "en plein air" project – Mimi
 - Summer concert series - Paige
5. New Business:
 - CAC budget requirements for 2014-2015
6. Adjournment



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garneau, Sustainability & Special Projects Manager

DATE: March 7, 2014

RE: Tentative Calendar of 2014 Town Events

Attached is a tentative calendar of Town events to be held throughout the 2014 calendar year. The events associated with the 50th Anniversary Celebration are marked with an asterisk. The Ad-Hoc 50th Anniversary Celebration Committee is working with Town staff and other Town Committees to finalize event dates and times, although the calendar will likely change throughout the year.

The Committee will send out a Town-wide mailer in mid-March listing events related to the 50th Anniversary Celebration and will work with staff to get all the events posted to the Town's online calendar. **If you have any concerns, questions or corrections** to the content, please contact me as soon as possible as the mailer will go to the printer next week (bdegarmeaux@portolavalley.net or 650.851.1700 ext. 222).

Tentative Calendar of 2014 Town Events

**Events Associated with 50th Anniversary Celebration*

Date	Event	Time	Who	Where
Sat, March 8	Ford Field Re-Opening Ceremony	10 am	Parks & Rec	Ford Field
Sun, March 9	Annual Broom Pull	9-12 pm	Conservation	Corps Yard
Sun, March 9	Plein Air Art Get Together	2-4 pm	Cultural Arts	School House
Thur, March 13	Home Composting Workshop	6-7:30 pm	Sustainability	Community Hall
Sat, April 3	Afternoon Tea for 50-Year Residents*	TBD	Nancy Lund	Sequoias
Sun, April 6	Bird Field Day	9-2 pm	Nature & Science	Town Center & Trails
Sat, April 26	PV/Woodside Earth Fair	11-3 pm	Staff, Sustainability	Town Center
Sun, April 27	Plein Air Art Get Together	2- 4 pm	Cultural Arts	Alpine Inn/ Rossotti's
Sat, May 3	Neighborhood Clean-Up Day	8-11 am	GreenWaste	Town Center
Fri, May 9	Teen Dance	6:30-11 pm	Teen Committee	Town Center
Sat, May 10	Portola Valley Bike Rodeo	10-2pm	Bike, Pedestrian & Traffic Safety	Town Center
Sat, May 10	Weeklong Scavenger Hunt*	TBD	50th Anniversary	TBD
Fri, May 16	Flight Night	5-10pm	Nature & Science	Town Center
Sat, May 17	Sudden Oak Death Training	10 am	Woodside	Woodside
Sat, May 17	Evening Talent Show*	TBD	50th; Pamela Dorrell; Priory	Priory
Sun, May 18	Plein Air Art Get Together	2-4 pm	Cultural Arts	Meadow on Portola Rd
Sat, May 24	Trail Walk	10 am	Trails & Paths	Trails
Sat, June 7	Town Picnic & Zots to Tots	9-3pm	Parks & Recreation	Town Center
Sat, June 7	Town Parade*	TBD	TBD	TBD
Thur, June 19	Summer Concert*	6-8 pm	Cultural Arts	Town Center
Sun, June 22	Progressive Horse Ride*	1-5 pm	Judith Hasko, etc.	Trails

OVER

Date	Event	Time	Who	Where
Thur, July 24	Summer Concert	6-8 pm	Cultural Arts	Town Center
Sat, August 2	Neighborhood Clean-Up Day	8-11 am	GreenWaste	Town Center
Thur, August 21	Summer Concert	6-8 pm	Cultural Arts	Town Center
Sun, August 24	Seasonal Hike	10-3 pm	Nature & Science	Trails
Fri, August 29	Star Party	6-11 pm	Nature & Science	Town Center
Sun, September 21	Interfaith Service*	TBD	TBD	TBD
Sun, September 21	50th Anniversary Celebration*	2-8 pm	50th Anniversary	Town Center
Sat, October 4	Neighborhood Clean-Up Day	8-11 am	GreenWaste	Town Center
Sat, October 11	Household Hazardous Waste Collection	8-12 pm	SMC Environmental Health	TBD
Thur, October 16 or 23	Farmers' Harvest Festival	3-7 pm	Farmers' Market	Town Center
Sat, October 18	Ecology Day	10-3 pm	Nature & Science	Town Center

Other Potential Events:

- Mini-Bus Historic Sites Tour along Portola & Alpine (Nancy Lund & Sequoias)
- Fine Arts Show – Sue Chaput

Portola Valley 50th Anniversary



Illustration by Debbie Drechsler

Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

Presorted
Standard
**US POSTAGE
PAID**
Menlo Park, CA
94025
Permit No. 581

**ECRWSS
Postal Customer
Portola Valley, CA 94028**

Other Dates to be Added:

- Historic sites Tours
- Fine Arts Show
- PV Artist
- Prory Exhibit Hall



Calendar of Events
Find details and more events at portolavalley50.blogspot.com

- April 3: Afternoon Tea at Sequoias for PV 50-year residents
- April 5: Bird Field Day – PV Birds
- April 24: Celebrate PV Watersheds
- April 26: Earth Day Fair 2014
- April 27: En Plein Air Artists of all ages gather
- May 10: Bike Rodeo Day, Town Ctr
- May 10: Scavenger Hunt Kickoff
- May 16: Flight Night at Town Ctr.
- May 17: PV On Stage Variety Show
- May 18: En Plein Air, Artists of all ages gather
- May 24: Guided Trail Walk
- June 7: Town Picnic & Zots to Tots
Town Parade
- June 19: 1964 Music Celebration w/ "UP and To the Right"
- June 22: Progressive Horse Ride
- July 24: Big Band Sounds, Summer Concert
- Aug. 21: Live Blues Jam, Summer Concert
- Aug. 24: Seasonal Guided Hike
- Aug. 29: Star Party – PV Dark Skies
- Sept. 21: Interfaith Service
- Sept. 21: **50th Grand Finale
Barn Dance Style**

Dear neighbors,

How lucky are we? All of us living together in this beautiful place where the sun shines, fog bathes, bells peel, frogs sing, and night stars twinkle!

2014 heralds the Golden 50-Year Anniversary of Portola Valley's Incorporation. For five decades, as a community, we have been able to preserve the unequalled character of Portola Valley, which includes awe-inspiring open space painted with a myriad of flora and fauna, as well as local leadership through volunteerism.

With much joy, we invite you to join the Portola Valley inspired merriment, which hundreds of town volunteers are creating for us! The sheer number and variety of events are a testament to the amazing vitality, diversity and dedication of our wonderful town. Please keep this calendar as a reminder and follow the blog for more details: portolavalley50.blogspot.com

Sincerely,
Danna Breen and Cindie White,
Organizers



Illustration by Debbie Drechsler

Portola Valley 50th Anniversary

Nick Pegueros

From: Tor/Nancy Lund <thelunds@ix.netcom.com>
Sent: Thursday, March 06, 2014 2:22 PM
To: Nick Pegueros
Subject: Memo to Council Re; Woods complex

To: Town Council, Ann Wengert, Mayor
From: Nancy Lund, Town Historian
Subject: Woods Historic Complex
Date: March 6, 2014

With the arrival of MROSD's extensive reports, at last we understand enough about the Woods historic complex so that we can begin find out if it makes sense for the Town to enter into a partnership with MROSD to become the steward of the historic site. However, unfortunately, MORSD has set a very short timeline. It is my belief that few committee members, never mind the public at large, have any idea of the potential opportunities offered there. I urge that we develop an immediate strategy to research all possibilities by extending a wide net of information and see what develops. In the end we may determine that we don't have enough uses to justify the enormous expense required to bring the buildings up to modern standards. But it is my hope that if that decision is reached, it is after a thorough investigation of how the complex might become a valuable Town resource.

Further, I recommend that we place the main house and the garage on the list in our Historic Element at the Preserve level. Another possibility would be to follow the suggestion in the MROSD report to include the historic complex in its entirety on our local list as a "gentleman's farm," representative of an era otherwise gone from our town. Either option meets the criteria of the Historic Element of our General Plan. We should also consider completing the necessary paperwork to have the site listed on the National Register of Historic Places.

**FOR IMMEDIATE RELEASE**

Date: March 4, 2014

Contact: Ariel Shaw

ashaw@openspace.org, (650) 691-1200

Photos of preserve available upon request

**District Seeks Partners for Historic Hawthorns Property:
Historic Resource and Structure Condition Studies Available for Interested Parties**

Portola Valley, Calif.—The Midpeninsula Regional Open Space District is poised to explore partnerships for the future rehabilitation, reuse, and maintenance of the Hawthorns Historic Complex. The Hawthorns Historic Complex is located on a portion of a 79-acre triangular piece of land located between Alpine and Los Trancos Roads in the Town of Portola Valley. The property became a part of Windy Hill Open Space Preserve in 2011, when the District acquired the property, historically known as “The Hawthorns”. Included on the property are a house and associated buildings built between the 1880s and 1920s.

In 2013, the District hired Knapp Architects to conduct surveys and data research of the land and structures associated with the Hawthorns Historic Complex. The following two reports are now complete and include details on the findings for the site: a Historic Resource Study and a Structure Conditions Assessment. These reports are available to the public on the District website as a reference for interested persons and potential partners. Copies are also posted at the Town of Portola Valley offices for public review. For more information, visit the project page http://www.openspace.org/plans_projects/hawthorns.asp.

Time is of the essence to develop a partnership, given that the buildings continue to be exposed and impacted by the elements; therefore, by the end of March 2014, the District will release a Request for Letters of Interest (RLOI) to solicit potential partnerships and conceptual proposals for the restoration, reuse and maintenance of the Hawthorn Historic Complex. The RLOI will provide background information about the site and set parameters for potential partnerships. Letters of interest may propose reuse of all or portions of the historic complex. Only “concept-level” proposals rather than full detailed proposals will be requested at this time. Staff would then review the proposals and engage in discussions with the proposers to narrow down the list of viable partnerships.

The Request for Letters of Interest will be posted on the Hawthorns project page here: http://www.openspace.org/plans_projects/hawthorns.asp. Interested parties may sign up there for email updates. For more information, contact Ariel Shaw, Planner I at (650) 691-1200.

Created by voter initiative in 1972, the Midpeninsula Regional Open Space District has successfully protected more than 62,000 acres of open space. Midpen’s mission is to acquire and preserve a regional greenbelt of open space and agricultural land of regional significance in perpetuity, protect and restore the natural environment, and provide opportunities for ecologically-sensitive public enjoyment and education. Currently, Midpen protects 70 rare native species in 26 unique preserves with over 225 miles of publicly-accessible trails. Two million visits are made to Midpen preserves annually.

###

Safe Routes to School: San Mateo County

March 2014/April 2014
Volume 2, Issue 3



Bikes Banned At School

Alonso Barahona

An interesting story was featured on Bicycling.com about the struggles the Merino family faced with working with Maple Avenue Middle School in Saratoga Springs, New York to let their son ride his bike to school. Janette, and their son Adam Merino rode their bikes to school for Bike to Work Day, but school administration prevented Adam from leaving his bike at school. Administration indicated that the school had a no bike to school policy due to the danger of riding to school and liability. Janette gathered community support to collaborate with the school board to consider changes to the no bike to school policy. After a long battle, a new policy was implemented that allowed students bike to school to specified entry points at school.

Parents like Janette are the backbone of the Safe Routes to School program. They are our eyes on the streets and have an immense knowledge of the issues that are occurring around our schools. Providing support and encouraging our parents to be champions and leaders provides changes to schools that have a better effect on students' health and wellness.

The full story is available at <http://www.bicycling.com/news/advocacy/why-johnny-cant-ride>

In this Issue

Bike Banned at School

Walking School Buses as a Means to Address Chronic Tardiness

Infrastructure Cost Estimator

Dear Motorist

Blooming Partnerships

The Learning Connection



Save the Date!

Earth Day Workshop

3/18/14

9:00-10:30 am

Grant Applications Due

3/28/14

5:00 pm

Bike Day Workshop

4/7/14

9:00-10:30 am

Award Notification E-mail

4/21/14



March 2014/April 2014

Issue 4, Volume 2

Walking School Buses as a Means to Address Chronic Tardiness

In the Potrero Hill Neighborhood of San Francisco, 53% of students are chronically absent or tardy. The Campaign for Hope SF, a project of the San Francisco Foundation, is working to change this startling tardy and absenteeism statistic. How, you may wonder. With a cornerstone of the Safe Routes to School Program, the walking bus.

The Campaign for Hope SF is presently working with public housing residents to develop a healthier, more resilient community. One of the goals of Hope SF is to enhance the lives of residents currently residing in public housing. As such, part of the campaign focuses on supporting residents with economic mobility, education and health.

In order to connect directly with residents, a series of community meetings were scheduled to kick-off the campaign. At these kick-off meetings, community members were called upon to be part of the community redevelopment effort. Several members volunteered to be part of the Hope SF Leadership Academy that supports residents with community building and resident engagement amongst other things. Part of community building is volunteering for things such as leading walking buses.

While ridership varies daily, students express that they like the bus. Parents are also invited to join, but do not always participate. Because the buses are "driven" by community members committed to improving the community, parents entrust their children's travel to the drivers. The drivers take their jobs seriously and make sure that the children feel safe.

Participation in the walking school bus programs is proving beneficial. Children are more likely to arrive to school early enough to eat breakfast. This means that the children are ready for school when the school day begins.

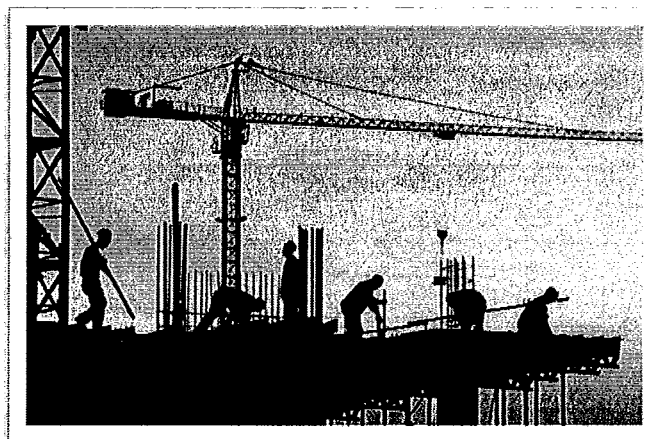
More about Hope SF is available at <http://hope-sf.org/about.php>

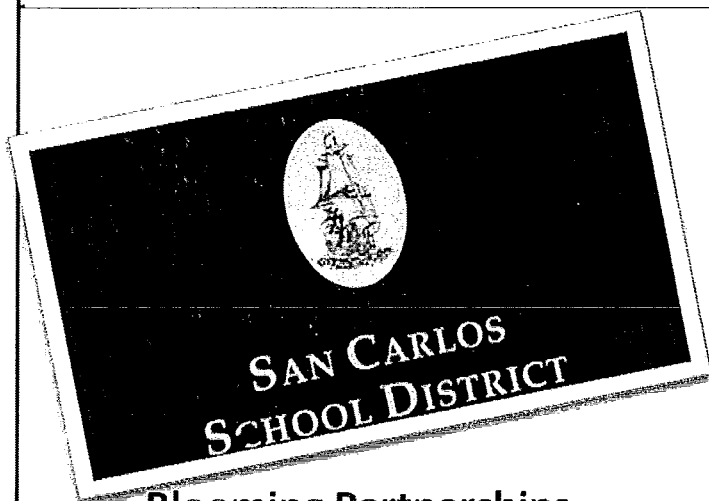
Infrastructure Cost Estimator

Infrastructure costs for bike and pedestrian improvements can vary greatly from city to city and state to state, but these costs are generally less expensive than building new roadways. The Pedestrian and Bicycle Information Center (PBIC) recently produced a document entitled, *Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public.*

The information provided in this resource and the associated database can help Safe Routes coordinators and general public make informed decisions about making the most of limited financial resources as they work with city public works departments and collaboratively pursue grant opportunities.

Links to the full resource, a summary report and the database of costs are available at www.walkinginfo.org/library/details.cfm?id=4876.





Blooming Partnerships

The City of San Carlos Public Works Department and the San Carlos School District are two partners committed to ensuring children can bike and walk to school safely. In a community that promotes events such as "San Carless Week," the efforts of these two partners have not been without its challenges. At the intersection of Alameda de las Pulgas and San Carlos Avenue, sit four schools: Carlmont High School, San Carlos Charter, Tierra Linda, and Edison Montessori Preschool. Traffic is thick at drop off and dismissal and even the most patient of drivers can find their patience wearing thin at this intersection during peak periods.

Recently the San Carlos School District Wellness Coordinator, Mindy Hill, and City Engineer Matt Lee collaborated to develop a process for prioritizing areas of concern. This process allows Matt to review the needs and work with the City Budget to accommodate addressing as many needs as possible in high priority areas. Matt and Mindy recently shared this process with the San Carlos Traffic and Circulation Committee. The Committee was so pleased with the partnership that they have formed a sub-committee solely dedicated to Safe Routes to School.

This example coupled with the February 6, 2014 presentations of Ken Chin of the City of San Mateo and Nikki Nagaya of the City of Menlo Park speak volumes about the power of partnerships when it comes to moving forward with Safe Routes to School.



Taking One Step at a Time

Alonso Barahona

At the February Safe Routes Operations Committee meeting, the Zamzee pilot program in Burlingame and Millbrae was highlighted. Zamzee is a USB, physical activity tracking device that students clip on to their clothing. The data collected is uploaded to the Zamzee website where students are able to view the amount of activity they have achieved. The pilot was conducted with a small group at one school in the Burlingame School District and one school in the Millbrae School District as a way of encouraging participation in the Safe Routes to School program. The pilot demonstrated increases in student physical activity while using Zamzee meters. Further collaboration with Zamzee is needed to refine the pilot design to ensure that the actual activity that is being recorded for Safe Routes is actually students walking and biking to school.

March 2014/April 2014

Issue 4, Volume 2

Coordinator Corner

Call for Grant Applications

The 2014-2015 Safe Routes to School Call for Applications was released on January 13. The call was released to all District Superintendents, present grantees, and private schools in San Mateo County via e-mail. Application materials are also be available for download from www.smcoe.org/sr2s under the Grant Information tab.

Applications are due by 5:00 pm on March 28. Applications may be submitted via e-mail, USPS, pony, or fax. For delivery information please review the application materials.

Important Dates

March 18: Earth Day Workshop 9am-10:30am

March 28: Grant Applications Due by 5pm.

April 7: Bike to School Day Workshop 9am-10:30 am

April 21: Notification of Grant Award Status

Please register for events at <http://sanmateo.k12oms.org/index.php> Early registration is recommended to ensure enough materials are available.

The Learning Connection

The Learning Connection: What You Need to Know to Ensure Your Kids are Healthy and Ready to Learn is a report produced by Action for Health kids. This document highlights that physical activity supports academic achievement, well-nourished children learn better, and healthier practices in schools can increase school revenue. The easy-to-read special report, released in 2013, is a roadmap for parents, educators, school administrators, and school volunteers to create healthier school environments so the children in their lives are better positioned to learn.

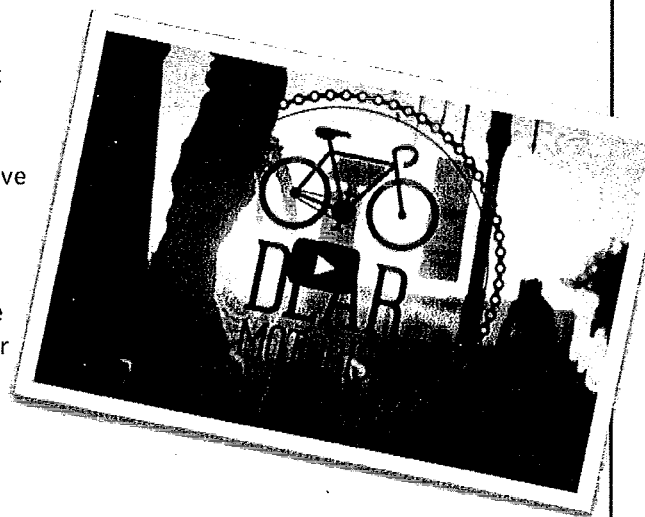
The full report may be downloaded from http://www.actionforhealthykids.org/storage/documents/pdfs/afhk_thelearningconnection_digitaledition.pdf

Dear Motorist

Looking for some new tools to engage all users of our roads about the importance of sharing? Dear Motorist is a site that was developed to increase awareness of surroundings on the road. According to the site, "in the last 10 years, nearly 7,000 cyclists have been killed in cyclist-motorist collisions."

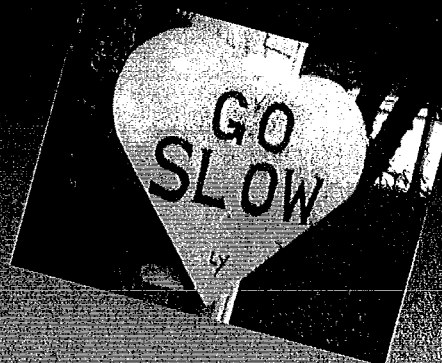
The site includes a moving video and an opportunity for **BOTH** cyclists and motorists to take pledges to be more aware and share the road. It is the goal of the site developers to reduce the number of cyclist-motorist collisions through a shared commitment to keeping one another safe.

The campaign is on the web at <http://www.dearmotorist.com/>.



ISSUE 4, VOLUME 2

MARCH 2014/APRIL 2014



Your Feedback

At the Safe Routes to School, San Mateo County, we aim to provide Safe Routes to School advocates with quality services and products. Your feedback is an integral part of being able to provide high quality services and products. Service provider feedback should be submitted at <http://www.surveymonkey.com/s/sr2sproviders>.

Upcoming Conferences and Webinars

- **Teens and Resilience**

March 11, San Mateo Performing Arts Center, 7:00pm

Cost \$10/person with Advance Ticket Purchase

<http://tinyurl.com/March11-Dr-Bradley>

- **Build a Winning Bike and/or Ped Campaign in Your Neighborhood**

March 21-23, Jack London Square, Oakland, CA

Cost \$125/person

<http://www.eventbrite.com/e/winning-campaigns-training-oakland-registration-10052803205>

- **Active Transportation Grant Orientation**

March 26, 1:30-3:30, City of San Jose City Council Chambers

- **Request future webinar topics to be addressed by the National Safe Routes Partnership at**

<https://www.surveymonkey.com/s/72L7QY3>

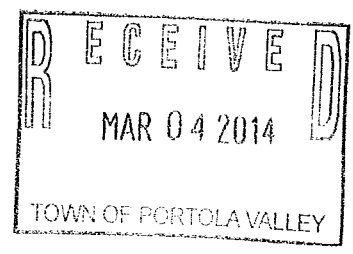
San Mateo County Office of Education Safe Routes to School

101 Twin Dolphin Drive
Redwood City, CA 94065





Midpeninsula Regional Open Space District



- GENERAL MANAGER
Stephen E. Abbors
- BOARD OF DIRECTORS
Pete Siemens
Yoriko Kishimoto
Jed Cyr
Curt Riffle
Nonette Hanco
Larry Hassett
Cecily Harris

Nick Pegueros
 Town Manager
 Town of Portola Valley
 765 Portola Rd.
 Portola Valley, CA 94028

February 28, 2014

Dear Nick Pegueros:

On Wednesday, February 26, 2014, in a historic decision, the Midpeninsula Regional Open Space District's Board of Directors voted to move forward with a June 3, bond measure that would enable the district to fulfill major regional open space projects within its tri-county boundaries.

Bond measure funds will go to the completion of 25 high-priority open space projects identified through a public two-year Vision Plan process. Significant portions of Santa Clara and San Mateo counties' greenbelt are slated for improvements. The priority list also includes a number of key coastal and bayshore initiatives.

Projects fall under three major categories: 1) expand access to open space lands and improve the outdoor recreation and nature experience; 2) preserve critical lands, redwood forests, wildlife habitats and agricultural lands; and 3) improve the natural environment by restoring creeks and watersheds and by reducing forest fire risk.

If the voters approve, Midpen will have the authority to sell up to \$300 million in general obligation bonds for capital improvements over the next 25-30 years at a rate not to exceed \$3.18 per \$100,000 of assessed property value. Expenditures would be verified by an independent citizen oversight committee. The measure requires a two-thirds vote in the district's jurisdiction.

To learn about the 25 open space projects, visit: www.openspace.org/imagine.

To learn about the bond measure and ballot language, visit: www.openspace.org/bondmeasure.

Thank you for your interest in the district and our work to ensure that this remains one of the most naturally beautiful and diverse metropolitan regions in the world, for generations to come.

Sincerely,

Steve Abbors
 General Manager

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Page 49



The Midpen Board of Directors voted to place a general obligation bond measure on the June 3, 2014 ballot. The decision came after a long public process to help shape the direction and priorities of the District into the future. The resulting vision plan reflects the public's priorities to expand, enhance, and connect regional trails and open space areas, to preserve open space, and to complete restoration projects.

The measure requires a two-thirds vote in Midpen's jurisdiction in San Mateo and Santa Clara counties and a portion of unincorporated Santa Cruz County.

BENEFITS

Based on public input and feedback, future bond money would:

- Expand public access to protected land
- Save local redwood forests
- Provide clean air and water by restoring land that feeds our lakes, streams, ponds and waterways
- Preserve agriculture along the San Mateo Coast
- Restore native vegetation to create a healthy habitat for wildlife and preserve biodiversity

OVERSIGHT

An independent citizen oversight committee will review that funds are spent as promised.



TO LEARN MORE

Midpeninsula Regional
Open Space District
330 Distel Circle
Los Altos, CA 94022
650-691-1200
www.openspace.org
info@openspace.org



AMOUNT & COST

To improve access to hiking and biking opportunities, protect and preserve redwood forests, natural open spaces, the scenic beauty of our region and coastline, critical wildlife habitat, restore creeks to protect water quality, and reduce forest fire risk; shall Midpeninsula Regional Open Space District be authorized to issue up to \$300 million in bonds, at a tax rate not to exceed \$3.18 per \$100,000 of assessed value of property owned, with expenditures verified by an independent citizen oversight committee?

ABOUT THE DISTRICT

Founded by voters in 1972, the Midpeninsula Regional Open Space District has protected 62,000 acres of open space in 26 preserves offering places for hiking, biking, horseback riding, or simply connecting with nature close to home and free of charge.

THE 17 CITIES THAT COMPRISE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

SAN MATEO COUNTY

- Atherton
- East Palo Alto
- Half Moon Bay
- Menlo Park
- Portola Valley
- Redwood City
- San Carlos
- Woodside

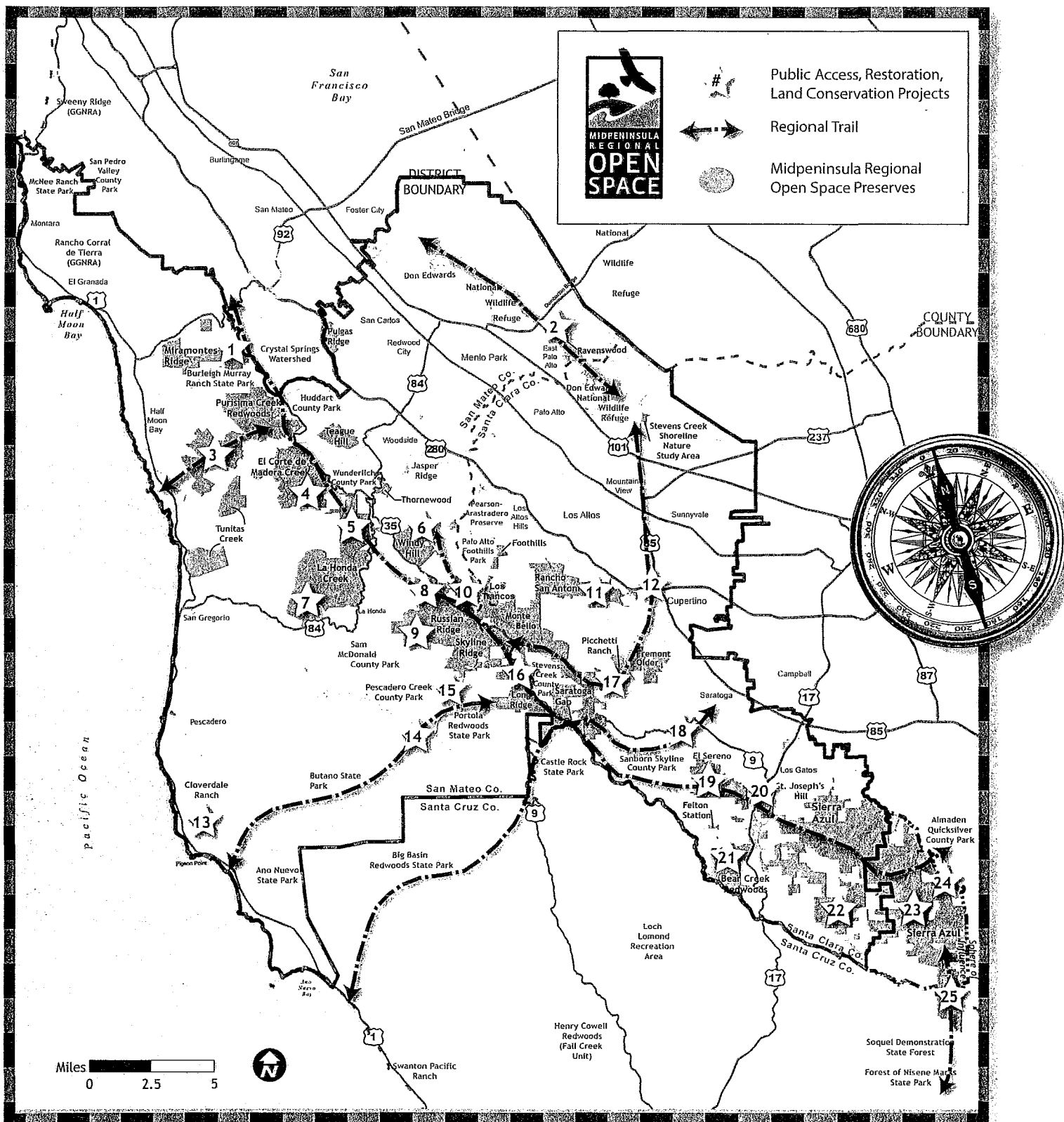
SANTA CLARA COUNTY

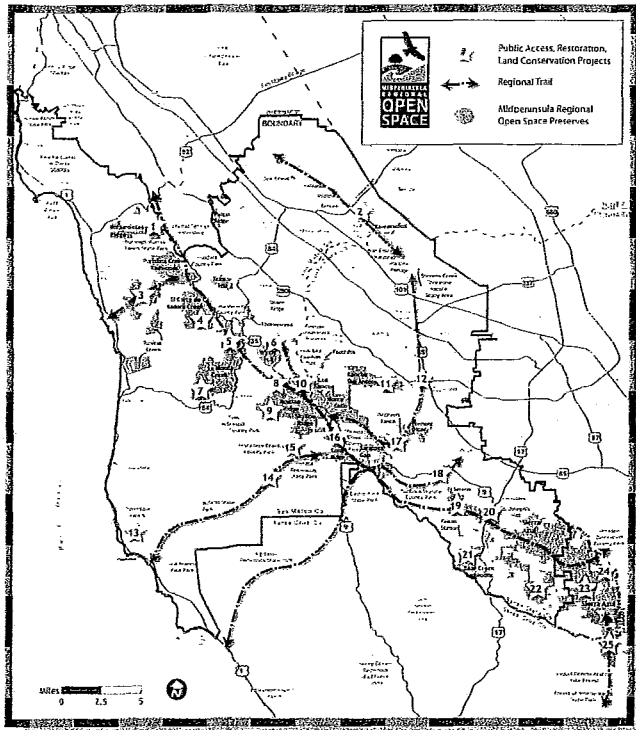
- Cupertino
- Los Altos
- Los Altos Hills
- Los Gatos
- Monte Sereno
- Mountain View
- Palo Alto
- Saratoga
- Sunnyvale



Funding Measure Project Areas Page 101

Through a public visioning process, Midpen staff and its Community Advisory Committee identified current and future project areas of high priority. These include adding trails and trail connections, opening new preserves, protecting redwood forests, preserving farmland, restoring wetlands and streams, providing habitat connectivity and reducing fire risk. The funding for this bond measure will be used toward the 25 highest priority projects. A complete list with more details can be found at www.openspace.org/bondmeasure.





1. Miramontes Ridge: San Mateo Coast public access, stream restoration and agricultural enhancement projects
2. Regional: Bayfront habitat protection and public access partnerships
3. Purisima Creek Redwoods: Purisima-to-the-Sea Trail completion, watershed protection, and conservation grazing projects
4. El Corte de Madera Creek: Bike trail and water quality project
5. La Honda Creek: Upper area recreation, habitat restoration, and conservation grazing projects
6. Windy Hill: Trail improvements, preservation and partnership of Hawthorn Area historic area
7. La Honda Creek: Driscoll Ranch access, endangered wildlife protection and conservation grazing projects
8. La Honda Creek/Russian Ridge: Preservation of Upper San Gregorio Watershed and Ridge Trail completion
9. Russian Ridge: Public recreation, grazing and wildlife protection projects
10. Coal Creek: Reopening Alpine Road for trail use
11. Rancho San Antonio: Interpretive improvements, refurbishing and transit solutions
12. Peninsula/South Bay Cities: Partnering to complete Middle Stevens Creek Trail
13. Cloverdale Coastal Ranch: Wildlife protection, grazing, and trail connections
14. Regional: Trail connections between regional, county and state parks
15. Regional: Redwood protection and salmon fishery conservation
16. Long Ridge: Trail, conservation and habitat restoration projects
17. Regional: Completion of Upper Stevens Creek Trail
18. South Bay Foothills: Saratoga-to-Sea Trail and wildlife corridor
19. El Sereno: Dog trails and connection to Skyline, Sanborn County Park, and Lexington Reservoir
20. South Bay Foothills: Safe wildlife corridors across Hwy. 17; new Bay Area Ridge Trail crossing
21. Bear Creek Redwoods: Public recreation and interpretive projects
22. Sierra Azul: Cathedral Oaks public access and conservation projects
23. Sierra Azul: Mt. Umunhum public access and interpretation projects
24. Sierra Azul: Rancho de Guadalupe family recreation and interpretive projects
25. Sierra Azul: Loma Prieta area public access, regional trails and habitat protection



3400 Diagonal Circle
 Los Altos, CA 94022
 650-691-1200
www.mrosp.org



* Only one CD provided.
Let me know if you would
like me to place in your town
mail box.

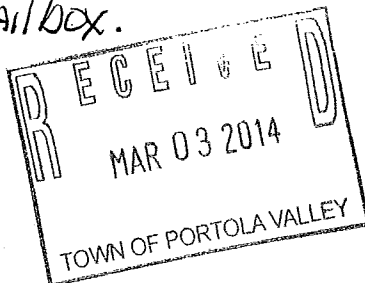
BOARD OF DIRECTORS 2014

TOM NOLAN, CHAIR
JERRY DEAL, VICE CHAIR
JOSÉ CISNEROS
MALIA COHEN
ASH KALRA
ARTHUR L. LLOYD
ADRIENNE TISSIER
PERRY WOODWARD
KEN YEAGER

MICHAEL J. SCANLON
EXECUTIVE DIRECTOR

February 26, 2014

City Council, C/O City Clerk
Portola Valley
765 Portola Road
Portola Valley, CA 94028



Dear City Council:

On behalf of the Peninsula Corridor Joint Powers Board (Caltrain), I would like to announce the release of the Draft Environmental Impact Report (DEIR) for the Peninsula Corridor Electrification Project, pursuant to the California Environmental Quality Act. The Notice of Availability and a CD of the DEIR is included with this letter.

The project would electrify the Peninsula Corridor from the San Francisco Caltrain Station at 4th and King to approximately 2 miles south of the Tamien Caltrain Station in San Jose, convert diesel-hauled to Electric Multiple Unit trains, and increase service up to six Caltrain trains per peak hour per direction by 2019.

Property owners, residents, public agencies, and all interested parties are invited to provide input on the content of the DEIR. Four public meetings will be held in the following locations:

Caltrain Office

Auditorium, 1250 San Carlos Ave., San Carlos
6pm-8pm, Tuesday, March 18, 2014

Redwood City Library

1044 Middlefield Rd, Redwood City
6pm-8pm, Wednesday, April 2, 2014

San Jose Main Library

150 E San Fernando St, San Jose
6pm-8pm, Monday, April 7, 2014

UCSF Mission Bay

Genetech Hall, Room N114
600 16th St, San Francisco
6pm-8pm, Wednesday, April 9, 2014

You may deliver your comments in writing to the address below (Attn: Stacy Cocke), or by email to electrification@caltrain.com, by April 29, 2014.

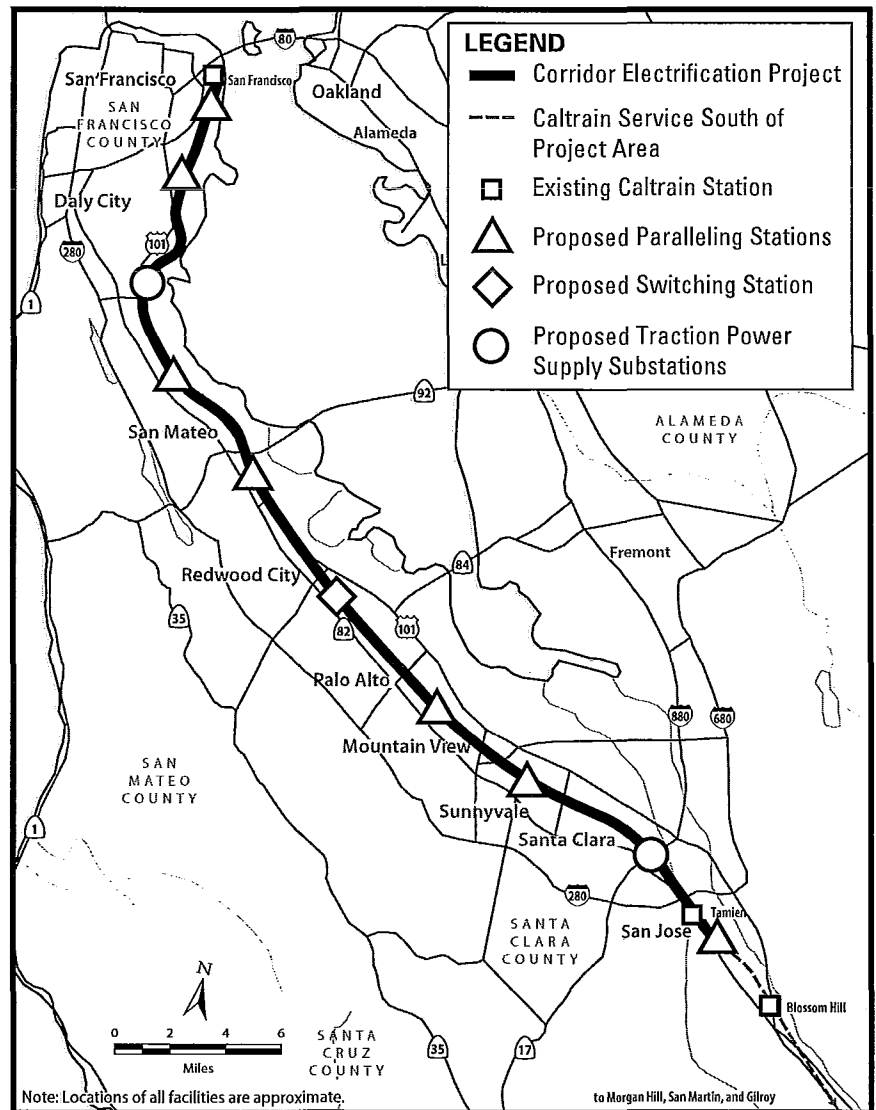
Sincerely,

Marian Lee, Executive Officer, Caltrain Modernization Program

NOTICE OF AVAILABILITY OF DRAFT ENVIRONMENTAL IMPACT REPORT AND PUBLIC COMMENT MEETINGS FOR THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT

The Peninsula Corridor Joint Powers Board (Caltrain) has released the Draft Environmental Impact Report (DEIR) for Caltrain's Peninsula Corridor Electrification Project (PCEP) pursuant to the California Environmental Quality Act (CEQA). The Proposed Project consists of converting Caltrain from diesel-hauled to Electric Multiple Unit (EMUs) trains for service between the Fourth and King Street terminus station in San Francisco and the Tamien Station in San Jose. Operating speed would be up to 79 mph, which would match the existing maximum speed.

By 2019, approximately 75 percent of the service between San Jose and San Francisco would be electrified, with the remaining 25 percent being diesel-powered. After 2019, diesel locomotives used for San Francisco to San Jose service would be replaced with EMUs over time as they reach the end of their service life. Because the Proposed Project only involves electrification of the Caltrain right-of-way from San Francisco to a point approximately 2 miles south of Tamien Station, Caltrain's diesel-powered locomotives would continue to provide service between the San Jose Diridon Station and Gilroy.



The Proposed Project would require the installation of 130 to 140 single-track miles of overhead contact system (OCS) for the distribution of electrical power to the new electric rolling stock. The OCS would be powered from traction power facility consisting of two substations, one switching station and seven paralleling stations.

The project would result in overall regional benefits in terms of reducing regional traffic, improving air quality, lowering greenhouse gas emissions and lowering train noise. The project would also result in significant impacts to aesthetics (tree removal), cultural resources, hydrology (sea level rise), noise (construction and cumulatively), and localized traffic (in 2020 and cumulatively). The project would result in less than significant impacts with mitigation to other resource areas: air quality (construction); biological resources; electromagnetic interference; geology, soils and seismicity; hydrology and water quality; hazards and hazardous materials; land use and recreation; facility noise (operation); public services and utilities (construction only); and transportation and traffic (construction traffic, pedestrian facilities, bicycle facilities). Some of the proposed Project facilities are on sites included on a hazardous materials/contaminated sites list (Cortese list) compiled pursuant to Government Code Section 65962.5.



PENINSULA CORRIDOR ELECTRIFICATION PROJECT DEIR PUBLIC COMMENT MEETINGS

Caltrain Office 2nd Floor Auditorium 1250 San Carlos Ave. San Carlos	Redwood City Library 1044 Middlefield Rd. Redwood City	San Jose Main Library 150 E San Fernando St. San Jose	UCSF Mission Bay Genentech Hall Room N114 600 16 th St San Francisco
6pm-8pm Tuesday, March 18, 2014	6pm-8pm Wednesday, April 2, 2014	6pm-8pm Monday, April 7, 2014	6pm-8pm Wednesday, April 9, 2014

To request translators or other accommodations for the meetings, please call the number below at least three days before the meeting.

Para solicitar servicios de traducción o acomodaciones adicionales en una reunión pública, por favor llame al número siguiente a más tardar tres días antes de la reunión.

在公聽會上如需要翻譯或額外服務，請在會議前至少三天致電 以下號碼。

Để xin được phiên dịch hoặc có các thích nghi khác ở một buổi họp công cộng, xin gọi số điện thoại sau đây không trễ hơn ba ngày trước buổi họp.

(650) 622-7841 TTY: (650) 508-6448

Property owners, residents, public agencies, and all interested parties are invited to review and provide comments on the information contained in the DEIR. Comments on the DEIR will be accepted during the 60-day comment period from February 28 to April 29, 2014. Comments may be submitted in the following ways:

Attend a public comment meeting and submit written comments (dates and locations noted above)

Email: electrification@caltrain.com, with the subject line "Peninsula Corridor Electrification Project"

Mail: Peninsula Corridor Joint Powers Board (Caltrain)
 Attn: Stacy Cocke, Senior Planner
 1250 San Carlos Ave.
 P.O. Box 3006
 San Carlos CA 94070-1306

The full DEIR can be viewed on the Caltrain website, the Caltrain office (1250 San Carlos Avenue, San Carlos) or at local libraries. All documents referenced in the DEIR are available for public review at the Caltrain office. For more information, including where to view the DEIR:

Para información en Español, visite: Để biết thêm thông tin, xin viếng 詳情可上網

www.caltrain.com/electrification

(650) 622-7841 | TTY: (650) 508-6448

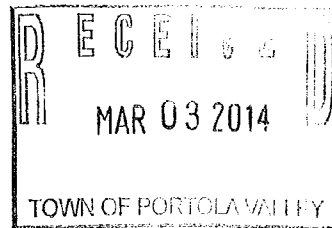
SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

NOTICE OF PUBLIC HEARING BY THE SAN MATEO LOCAL AGENCY FORMATION COMMISSION



NOTICE IS HEREBY GIVEN that the San Mateo Local Agency Formation Commission will hold a public hearing on March 19, 2014 at a meeting scheduled to begin at 2:30 p.m. in the Board of Supervisors Chambers, Hall of Justice and Records, 400 County Center, Redwood City, to consider the following items:

Consideration of Adoption of Proposed Net Operating Budget for Fiscal Year 2014-15

Consideration of Revised Fee Schedule

At the hearing, the Commission will hear and consider oral and written testimony by any affected agency or interested person and the report of the Executive Officer. For more information, contact the LAFCo office, 455 County Center, Redwood City, California, 94063 or (650) 363-4224.

Dated: February 26, 2014

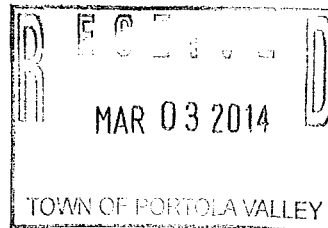
Martha Poyatos
Executive Officer



Sheriff's Office of San Mateo County
13th North Fair Oaks Community Festival
Sunday, August 17, 2014

February 21, 2014

The Honorable Jeff Aalfs
Vice Mayor
Town of Portola Valley
765 Portola Road
Portola Valley, CA. 94028



RE: 13TH ANNUAL NORTH FAIR OAKS COMMUNITY FESTIVAL

Dear Vice Mayor Aalfs:

We invite you to join us for the **13th Annual North Fair Oaks Community Festival**, on **Sunday, August 17, 2014** on Middlefield Road between 1st and 5th Avenues in Redwood City.

The North Fair Oaks Community Festival is truly a unique, successful community event that is organized by parents, youth, local merchants, school staff, non-profit organizations and the faith community. We are proud to be celebrating twelve of continued success with this signature event. The Festival creates community pride and revitalizes the neighborhood; provides information about family resources; includes family and youth activities area; and promotes goods and services to the 20,000 people expected at the event. We kick off the festival with a parade and have two stages with live entertainment throughout the day.

You are invited to participate in the Parade that begins at 11:00 AM, and the welcoming ceremony on the main stage at 1:00 PM. We will acknowledge all elected officials and diplomatic corps present, and we hope you'll stay to participation in some portion of the festival to meet the community and participate in the many activities offered.

We will send you a formal invitation in early July, which will have more details. Please save the date on your calendar. We really encourage you to consider participation in the parade. **The deadline to participate in the Parade is June 6, 2014.**

RSVPs and any additional questions may be directed to our Festival Director, Catherine Tompkison-Graham at 650.368.2497 or catherine@northfair Oaks festival.org.

We hope you will be able to join us on August 17!

Warren Slocum
Supervisor

Greg Munks
Sheriff

3121 Middlefield Road, Redwood City, CA 94063
phone 650.368.2497 * fax 650.362.2497
info@northfair Oaks festival.org * www.northfair Oaks festival.org
a benefit for the San Mateo County Sheriff's Youth Programs



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: March 7, 2014
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended March 7, 2014.

1. **\$309,500 "Pinch Point" Project Recommended for Funding** – The San Mateo County Transportation Authority (TA) board met on Thursday and received an informational report from staff on bicycle and pedestrian Measure A call for projects. The Town's two applications ranked #10 (pinch-point) and #13 (flashing beacon) out of 23 applications from 15 different agencies. The TA only had enough funds to provide for 10 of the 23 applications, meaning that the pinch point project is on the final list for TA Board approval at their April 3rd meeting. Great thanks are due to Maryann Derwin, Leslie Latham, Kari Rust, and Howard Young for their excellent team work on the application and for advocating the merits of the project at the TA.
2. **Ford Field Grand Opening** – The grand opening has been rescheduled to March 15th at 9AM so that it coincides with the Little League's Opening Day.
3. **Water Conservation Taskforce Notice** – The deadline for the Water Conservation Taskforce has been extended to Tuesday, March 11th.