



TOWN OF PORTOLA VALLEY

7:30 PM – Regular Meeting of the Town Council
 Wednesday, September 10, 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.

CONSENT AGENDA

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

- (1) **Approval of Minutes** – Regular Town Council Meeting of August 13, 2014 (3)
- (2) **Ratification of Warrant List** – August 27, 2014 (7)
- (3) **Approval of Warrant List** – September 10, 2013 (18)

REGULAR AGENDA

- (4) **Discussion and Council Action** - Peter Drekmeier, Policy Director for Tuolumne River Trust, with Support of (28)
 Sustainable Groundwater Management
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley in Support of Sustainable Groundwater Management in the San Francisquito Creek Area to Ensure its Availability During Droughts and Emergency Situations (Resolution No. __)
- (5) **Discussion and Council Action** - Report by Public Works Director of Status Report on Recommendations from (32)
 the Bicycle, Pedestrian & Traffic Safety Committee Concerning Road Shoulder Enhancements to Arterial Roads
- (6) **Recommendation by Ad-Hoc Water Conservation Task Force** – Request to Approve a Portola Valley Water (36)
 Conservation Logo
- (7) **Recommendation by Town Manager** – Local Emergency Ordinance (38)
 - (a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Replacing Chapter 2.24 [Emergency Organization and Protection] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code (Ordinance No. __)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (8) **Reports from Commission and Committee Liaisons** (57)
There are no written materials for this item.

WRITTEN COMMUNICATIONS

- (9) **Town Council Digest** – August 15, 2014 (58)
- (10) **Town Council Digest** – August 22, 2014 (68)
- (11) **Town Council Digest** – August 29, 2014 (80)
- (12) **Town Council Digest** – September 5, 2014 (102)

ADJOURNMENT

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

SUBMITTAL OF AGENDA ITEMS

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

PUBLIC HEARINGS

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

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 884, August 13, 2014

Vice Mayor Aalfs called the Town Council's special meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Ms. Hanlon called the roll.

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

Absent: Mayor Wengert

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

ORAL COMMUNICATIONS

None.

CONSENT AGENDA

- (1) Approval of Minutes: Special Town Council/Planning Commission/ASCC Meeting Retreat of May 18, 2014
- (2) Approval of Minutes: Regular Town Council Meeting of July 9, 2014
- (3) Ratification of Warrant List: July 23, 2014 in the amount of \$337,654.00
- (4) Ratification of Warrant List: August 13, 2014 in the amount of \$151,302.92
- (5) Recommendation by Public Works Director – Notice of Completion for the 2013/2014 Street Resurfacing Project Surface Seals No. 2013-PW02
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to Accept the Completed Town of Portola Valley 2013/2014 Street Resurfacing Project – Surface Seals #2013-PW02 and Authorizing Final Payment to “G. Bortolotto & Co., Inc.” Concerning Such Work and Directing the Town Clerk to File a Notice of Completion (Resolution No. 2630-2014)
- (6) Recommendation by Sustainability and Special Projects Manager – Proposed change to the Sustainability Committee Charter
- (7) Report from Sustainability & Special Projects Manager – Amendment to Agreement Between the Town of Portola Valley and Maggie Foard for coordination of the Farmers Market
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement Between the Town of Portola Valley and Maggie Foard (Resolution No.2631-2014)
- (8) Report from Sustainability & Special Projects Manager – Amendment the Limited Use Parking Agreement between the Town of Portola Valley and Christ Church
- (9) Appointment by Mayor – Woodside Highlands Road Maintenance District President of the Board

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

Aye: Councilmembers Derwin, Hughes and Richards, Vice Mayor Aalfs.

No: None.

REGULAR AGENDA

(10) Recommendation by Town Manager – Adoption of a Resolution Approving Amendments to the Town's Employee Compensation Plan

(a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Amending the Employee Compensation Plan Effective September 1, 2014 (Resolution No. 2632-2014)

Mr. Pegueros noted that on April 24, 2013, the Town Council approved the creation of the Employee Compensation Plan document which outlines the authorized salary schedule and fringe benefits provided to employees. The Plan includes an IRS Section 125 Plan that provides employees with a monthly flexible dollar amount which can be used, at the employee's determination, to purchase or opt-out of a medical plan, contribute to an IRS Section 125 flexible spending program, or contribute to an IRS Section 457 deferred compensation.

The recommended changes to the plan address two separate areas. The first adjusts the monthly flexible spending allowances that are provided to employees and are used by employees to pay for eligible expenditures – most commonly medical insurance. The second change is a recommendation to provide Town-paid long-term disability insurance (LTD) and group term life insurance to all employees eligible for benefits.

In order to provide employees with the information they need to assess their options, the Compensation Plan must be updated.

In the Town's 2013 compensation survey of ten peer agencies, the Town of Portola Valley was the only employer that did not offer LTD and Group Term Life Insurance benefits to its employees. The cost of these benefits is relatively small and provides some peace of mind to the employee should an unfortunate circumstance arise.

The amounts budgeted for the cafeteria plan/health premiums (\$231,481) and the LTD and group term life insurance premiums (\$3,500) are sufficient to provide for the expenditures anticipated as a result of this amendment to the Compensation Plan.

In response to Councilmember Derwin, Mr. Pegueros said staff was satisfied with these changes.

Councilmember Hughes moved to approve the amendment to the Town's employee Compensation Plan effective September 1, 2014. Seconded by Councilmember Derwin, the motion carried 4-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(11) Reports from Commission and Committee Liaisons

Councilmember Richards -

Planning Commission approved geological map modifications for two properties. Also approved was a variance to allow solar panels in the setback (Westridge) and a site development permit for residence in Blue Oaks.

Trails & Paths Committee noted the progress being made on driveway scoring. The recommendation on the removal of "high fire danger trees" was approved and will be forwarded to the Town Council. The committee discussed the temporary "No bicycle" signs on the Alpine Horse trail from Arastradero to Westridge. The committee will follow up to see if the signs have helped keep bicycles off the trail. The committee also discussed the bicycle/horse conflict on the trail along Alpine Road, from Portola to Los Trancos.

Councilmember Hughes -

Cable & Utilities Undergrounding Committee discussed the PG&E undergrounding project on Alpine and possible options to help fund undergrounding in town.

Conservation Committee congratulated committee member Dieter Walz for serving on the Conservation Committee since 1964. The committee reviewed a requested site development permit for a pool and pool house on Grove Drive and reviewed the application for fencing and tree planting for a property in Westridge. Resident Danna Breen was honored with a Backyard Habitat award. As part of Ecology Day on October 18th, there will be a presentation on water conservation.

Councilmember Derwin -

July 14th ASCC commission meeting approved all items with submitted changes. Plans for the detached studio and guesthouse at 455 Golden Oak will come back to two ASCC members with changes.

At the July 16th C/CAG Resource Management and Climate Protection Committee meeting there was a presentation on Community Choice Aggregation legislation, an update and presentation on the San Mateo County Energy Watch water benchmarking of all the K-12 public schools in the county, and update on SMC Energy Watch Prop 39 school support, a presentation on the State Energy Efficiency Collaborative meeting and presentation on the survey results from all the cities who used the Hara software tool for the RICAPs program.

The HEART Board meeting on July 23rd approved a loan to Habitat for Humanity for an affordable housing project in Redwood City. The Fund Development Committee is soliciting names for a keynote speaker for next year's annual fundraising lunch. Rich Gordon sent a letter with a Prop 1C update. The RFP has gone out for a new consultant for the Opening More Doors campaign.

Menlo Park hosted the July Council of Cities dinner at Hello Startup, a new incubator on Willow Road. Several of the startup's founders discussed their business and why it is beneficial for elected officials to encourage startups to move to their cities.

Ad-Hoc Water Conservation Task Force is moving forward with the planning and execution of their October 18 event, the writing and designing of a post card to be mailed to all residents and the building of a webpage on the town's website.

Vice Mayor Aalfs

Councilmember Aalfs attended a meeting with town staff and MROSD to discuss the Letters of Interest received for the Hawthorns property reuse. Subsequent to that meeting, the MROSD Board's subcommittee met to consider the proposals and decided to recommend moving forward with a plan to restore the property and use it as a private residence.

Councilmember Aalfs and staff meet with PG&E regarding broken gas lines in the Ranch. PG&E will replace 1600 feet of main gas line on Valley Oak.

WRITTEN COMMUNICATIONS

(12)Town Council July 11, 2014 Weekly Digest – None

(13)Town Council July 18, 2014 Weekly Digest – None

(14)Town Council July 25, 2014 Weekly Digest – None

(15)Town Council August 1, 2014 Weekly Digest – None

(16)Town Council August 8, 2014 Weekly Digest –

- (a) #12 – Councilmember Derwin asked if a response letter could be sent to the FAA. Council concurred that a response letter should be sent documenting the town's continued support of an EIS.

ADJOURNMENT [8:02 p.m.]

Vice Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Page 7

Date: 08/21/2014

Time: 2:26 pm

Page: 1

TOWN OF PORTOLA VALLEY

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

ABOVE ALL ROOFING	Refund, C&D Dep - 5 Hawkview	15562	08/27/2014	
			08/27/2014	
700 NORTHRUP STREET	431		08/27/2014	0.00
SAN JOSE	BOA	48912	08/27/2014	0.00
CA 95126				1,000.00

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

Check No.	48912	Total:	1,000.00
Total for	ABOVE ALL ROOFING		1,000.00

ACTERRA	Watershed Proj Contr, FY 14-15	15576	08/27/2014	
			08/27/2014	
3921 EAST BAYSHORE ROAD	926		08/27/2014	0.00
PALO ALTO	BOA	48913	08/27/2014	0.00
CA 94303	PV2014			3,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	1,200.00	0.00
20-60-4264	ROW Tree Trimming & Mowing	1,800.00	0.00

Check No.	48913	Total:	3,000.00
Total for	ACTERRA		3,000.00

MIKE AGOFF	Instructor Fees, Summer 2014	15604	08/27/2014	
			08/27/2014	
2341 KEHOE AVENUE	0016		08/27/2014	0.00
SAN MATEO	BOA	48914	08/27/2014	0.00
CA 94403				1,728.00

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

Check No.	48914	Total:	1,728.00
Total for	MIKE AGOFF		1,728.00

AT&T	July Statement	15563	08/27/2014	
			08/27/2014	
P.O. BOX 9011	441		08/27/2014	0.00
CAROL STREAM	BOA	48915	08/27/2014	0.00
IL 60197-9011				262.05

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	262.05	0.00

Check No.	48915	Total:	262.05
Total for	AT&T		262.05

MELISSA BERIKER	Refund Deposit, 30 Firethorn	15564	08/27/2014	
			08/27/2014	
30 FIRETHORN WAY	539		08/27/2014	0.00
PORTOLA VALLEY	BOA	48916	08/27/2014	0.00
CA 94028				3,967.51

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Page 8

Date: 08/21/2014

Time: 2:26 pm

Page: 2

TOWN OF PORTOLA VALLEY

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

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	3,967.51	0.00

Check No.	48916	Total:	3,967.51
Total for	MELISSA BERIKER		3,967.51

CALIFORNIA WATER SERVICE CO	July Statements	15608	08/27/2014	
			08/27/2014	
3525 ALAMEDA DE LAS PULGAS	0011		08/27/2014	0.00
MENLO PARK	BOA	48917	08/27/2014	0.00
CA 94025844				9,997.93

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	9,997.93	0.00

Check No.	48917	Total:	9,997.93
Total for	CALIFORNIA WATER SERVICE CC		9,997.93

CATALYST ENVIRONMENTAL, INC	Emer Accident Cleanup-Ford Fld	15579	08/27/2014	
			08/27/2014	
735 INDUSTRIAL ROAD #201	0443		08/27/2014	0.00
SAN CARLOS	BOA	48918	08/27/2014	0.00
CA 94070	8086			14,175.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	14,175.00	0.00

Check No.	48918	Total:	14,175.00
Total for	CATALYST ENVIRONMENTAL, INC		14,175.00

CITY OF REDWOOD CITY (IT)	July IT Support	15565	08/27/2014	
			08/27/2014	
P.O. BOX 3629	586		08/27/2014	0.00
REDWOOD CITY	BOA	48919	08/27/2014	0.00
CA 94064	BR33532			2,029.83

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4216	IT & Website Consultants	2,029.83	0.00

Check No.	48919	Total:	2,029.83
Total for	CITY OF REDWOOD CITY (IT)		2,029.83

CLEANSTREET	July Street/Litter Clean-up	15575	08/27/2014	
			08/27/2014	
1937 W. 169TH STREET	0034		08/27/2014	0.00
GARDENA	BOA	48920	08/27/2014	0.00
CA 90247-5254	75249			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.	48920	Total:	1,529.62
Total for	CLEANSTREET		1,529.62

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Page 9

Date: 08/21/2014

Time: 2:26 pm

Page: 3

TOWN OF PORTOLA VALLEY

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

CSG CONSULTANTS INC	July Building Inspection Svcs	15582	08/27/2014	
			08/27/2014	
1700 S. AMPHLETT BLVD	622		08/27/2014	0.00
SAN MATEO	BOA	48921	08/27/2014	0.00
CA 94402	027597			11,495.00

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4062	Temp Bldg Inspection	11,495.00	0.00

Check No.	48921	Total:	11,495.00
Total for	CSG CONSULTANTS INC		11,495.00

JOANNE DONSKY	Refund Deposit, 8/9/14 event	15601	08/27/2014	
			08/27/2014	
160 MEADOWOOD DRIVE	0444		08/27/2014	0.00
PORTOLA VALLEY	BOA	48922	08/27/2014	0.00
CA 94028				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2561	Community Hall Deposits	1,000.00	0.00

Check No.	48922	Total:	1,000.00
Total for	JOANNE DONSKY		1,000.00

HALF MOON BAY GRADING & PAVING	2013-14 Rehab Proj 2013-PW01	15581	08/27/2014	
			08/27/2014	
1780 HIGGINS CANYON ROAD	0350		08/27/2014	0.00
HALF MOON BAY	BOA	48923	08/27/2014	0.00
CA 94019	4969			236,487.18

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4534	OBAG Road Impr	29,000.00	0.00
08-68-4534	OBAG Road Impr	207,487.18	0.00

Check No.	48923	Total:	236,487.18
Total for	HALF MOON BAY GRADING & PAV		236,487.18

AMY HARDING	Refund Deposit, 8/16/14	15602	08/27/2014	
			08/27/2014	
208 CORTE MADERA	361		08/27/2014	0.00
PORTOLA VALLEY	BOA	48924	08/27/2014	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

Check No.	48924	Total:	100.00
Total for	AMY HARDING		100.00

HEART OF SAN MATEO COUNTY	Admin Fees, FY 14-15	15577	08/27/2014	
			08/27/2014	
139 MITCHELL AVENUE	0201		08/27/2014	0.00
SO. SAN FRANCISCO	BOA	48925	08/27/2014	0.00
CA 94080				1,432.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 4

TOWN OF PORTOLA VALLEY

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

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4223	HEART JPA	1,432.00	0.00

Check No.	48925	Total:	1,432.00
Total for	HEART OF SAN MATEO COUNTY		1,432.00

MARSHA HOVEY LLC	Emerg Prep Consult - July	15574	08/27/2014	
			08/27/2014	
1035 APPIAN WAY	0381		08/27/2014	0.00
MORGAN HILL	BOA	48926	08/27/2014	0.00
CA 95037	PV-06			1,350.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,350.00	0.00

Check No.	48926	Total:	1,350.00
Total for	MARSHA HOVEY LLC		1,350.00

HUMPHRYS COVER SPORTS	Backstop Padding, Ford Field	15594	08/27/2014	
		00006220	08/27/2014	
5000 PASCHALL AVENUE	0413		08/27/2014	0.00
PHILADELPHIA	BOA	48927	08/27/2014	0.00
PA 19143	00109844			705.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4531	Ford Field Renovation	705.00	707.70

Check No.	48927	Total:	705.00
Total for	HUMPHRYS COVER SPORTS		705.00

ICMA	Deferred Comp - July	15590	08/27/2014	
VANTAGE POINT TFER AGTS-304617			08/27/2014	
C/O M&T BANK	0084		08/27/2014	0.00
BALTIMORE	BOA	48928	08/27/2014	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.	48928	Total:	800.00
Total for	ICMA		800.00

INTERSTATE TRAFFIC CNTRL	Traffic Signs / Stickers	15609	08/27/2014	
			08/27/2014	
1700 INDUSTRIAL ROAD, STE B	564		08/27/2014	0.00
SAN CARLOS	BOA	48929	08/27/2014	0.00
CA 94070	153087/158491			512.58

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	512.58	0.00

Check No.	48929	Total:	512.58
Total for	INTERSTATE TRAFFIC CNTRL		512.58

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 5

TOWN OF PORTOLA VALLEY

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

J.W. ENTERPRISES	Portable Lavs 7/16 - 8/6	15578	08/27/2014	
			08/27/2014	
1689 MORSE AVE	829		08/27/2014	0.00
VENTURA	BOA	48930	08/27/2014	0.00
CA 93003	177544			149.03

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	149.03	0.00

Check No.	48930	Total:	149.03
Total for	J.W. ENTERPRISES		149.03

JOYCE JELICH	Deposit Refund, 8/10/14	15600	08/27/2014	
			08/27/2014	
330 PORTOLA ROAD	540		08/27/2014	0.00
PORTOLA VALLEY	BOA	48931	08/27/2014	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

Check No.	48931	Total:	100.00
Total for	JOYCE JELICH		100.00

ALVIN JEN	Mileage/Meal Reimbursement	15595	08/27/2014	
			08/27/2014	
C/O MICHAEL WISZOWATY	417		08/27/2014	0.00
PORTOLA VALLEY	BOA	48932	08/27/2014	0.00
CA 94028				38.23

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4328	Mileage Reimbursement	28.73	0.00
05-64-4336	Miscellaneous	9.50	0.00

Check No.	48932	Total:	38.23
Total for	ALVIN JEN		38.23

KUTZMANN & ASSOCIATES	July Plan Check Svcs	15596	08/27/2014	
			08/27/2014	
39355 CALIFORNIA STREET	0090		08/27/2014	0.00
FREMONT	BOA	48933	08/27/2014	0.00
CA 94538				12,003.71

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4200	Plan Check Services	12,003.71	0.00

Check No.	48933	Total:	12,003.71
Total for	KUTZMANN & ASSOCIATES		12,003.71

SALLY LEE	Refund Dep, 140 Corte Madera	15566	08/27/2014	
			08/27/2014	
140 CORTE MADERA ROAD	0441		08/27/2014	0.00
PORTOLA VALLEY	BOA	48934	08/27/2014	0.00
CA 94028				2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
-----------	-------------	----------------	-----------------

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 6

TOWN OF PORTOLA VALLEY

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

96-54-4205	C&D Deposit		2,000.00	0.00
		Check No.	48934	Total:
		Total for	SALLY LEE	2,000.00

LYNCH ELECTRIC & SONS INC	Charge Station/Library Repair	15587	08/27/2014	
1160 INDUSTRIAL ROAD, #18	1365		08/27/2014	0.00
SAN CARLOS	BOA	48935	08/27/2014	0.00
CA 94070	2014.292			395.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-66-4346	Mechanical Sys Maint & Repair	103.75	0.00	
25-66-4346	Mechanical Sys Maint & Repair	291.25	0.00	
		Check No.	48935	Total:
		Total for	LYNCH ELECTRIC & SONS INC	395.00

NCE	P-TAP 14, 3/8/2014 - 4/4/2014	15606	08/27/2014	
Nichols Consulting Engineers			08/27/2014	
1885 S. ARLINGTON AVE	0183		08/27/2014	0.00
RENO	BOA	48936	08/27/2014	0.00
NV 89509	424152005			11,461.25

GL Number	Description	Invoice Amount	Amount Relieved	
05-68-4533	CIP13/14 Street Resurface	11,461.25	0.00	
NCE	2014-15 Resurf Proj Design	15607	08/27/2014	
Nichols Consulting Engineers			08/27/2014	
1885 S. ARLINGTON AVE	0183		08/27/2014	0.00
RENO	BOA	48936	08/27/2014	0.00
NV 89509	424162001			1,951.23
		Check No.	48936	Total:
		Total for	NCE	13,412.48

PERS HEALTH	September Health	15593	08/27/2014	
VIA EFT	0108		08/27/2014	0.00
	BOA	48937	08/27/2014	0.00
				14,755.60

GL Number	Description	Invoice Amount	Amount Relieved	
05-50-4086	Health Insurance Medical	14,755.60	0.00	
		Check No.	48937	Total:
		Total for	PERS HEALTH	14,755.60

R J DAILY CONSTRUCTION	Refund Dep, 330 Golden Hills	15568	08/27/2014	
401 FIRST STREET	0259		08/27/2014	0.00
LOS ALTOS	BOA	48938	08/27/2014	0.00
CA 94022				1,000.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 7

TOWN OF PORTOLA VALLEY

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

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

Check No.	48938	Total:	1,000.00
Total for	R J DAILY CONSTRUCTION		1,000.00

REGIONAL GOVERNMENT SERVICES	Jen/Juran Contract Svcs July	15603	08/27/2014	
			08/27/2014	
P.O. BOX 1350	1165		08/27/2014	0.00
CARMEL VALLEY	BOA	48939	08/27/2014	0.00
CA 93924	4343			7,057.63

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4060	Temp NonPay Cler/Admin	7,057.63	0.00

Check No.	48939	Total:	7,057.63
Total for	REGIONAL GOVERNMENT SERVIK		7,057.63

RON RAMIES AUTOMOTIVE, INC.	July Fuel Statement	15567	08/27/2014	
			08/27/2014	
115 PORTOLA ROAD	422		08/27/2014	0.00
PORTOLA VALLEY	BOA	48940	08/27/2014	0.00
CA 94028				605.17

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	605.17	0.00

Check No.	48940	Total:	605.17
Total for	RON RAMIES AUTOMOTIVE, INC.		605.17

LINDA ROSS	Instructor Fees, Summer 2014	15605	08/27/2014	
			08/27/2014	
190 GABARDA WAY	1233		08/27/2014	0.00
PORTOLA VALLEY	BOA	48941	08/27/2014	0.00
CA 94028				2,639.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	2,639.00	0.00

Check No.	48941	Total:	2,639.00
Total for	LINDA ROSS		2,639.00

SAN MATEO CO INF SERVICES	July M/W	15569	08/27/2014	
			08/27/2014	
455 COUNTY CENTER, 3RD FLOOR	0307		08/27/2014	0.00
REDWOOD CITY	BOA	48942	08/27/2014	0.00
CA 94063	1YPV11407			76.00

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

Check No.	48942	Total:	76.00
Total for	SAN MATEO CO INF SERVICES		76.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 8

TOWN OF PORTOLA VALLEY

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

SMALL BUSINESS BENEFIT PLAN TR	September Dental/Vision	15570	08/27/2014	
			08/27/2014	
	0132		08/27/2014	0.00
BELMONT	BOA	48943	08/27/2014	0.00
CA 94002-0156				1,804.90

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4090	Health Ins Dental & Vision	1,804.90	0.00

Check No.	48943	Total:	1,804.90
Total for	SMALL BUSINESS BENEFIT PLAN		1,804.90

SOUTHWEST CONSTRUCTION	Library Lighting/Ceiling Proj	15586	08/27/2014	
			08/27/2014	
P.O. BOX 5410	576		08/27/2014	0.00
SOUTH SAN FRANCISCO	BOA	48944	08/27/2014	0.00
CA 94083				10,748.00

GL Number	Description	Invoice Amount	Amount Relieved
25-68-4535	CIP13/14 Library Lighting Impr	10,748.00	0.00

Check No.	48944	Total:	10,748.00
Total for	SOUTHWEST CONSTRUCTION		10,748.00

VARAD SRINIVASAN	Refund Dep, 9 Redberry Ridge	15571	08/27/2014	
			08/27/2014	
27835 LUPINE ROAD	0442		08/27/2014	0.00
LOS ALTOS HILLS	BOA	48945	08/27/2014	0.00
CA 94022				5,000.00

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

Check No.	48945	Total:	5,000.00
Total for	VARAD SRINIVASAN		5,000.00

CONNIE STACK	Instructor Fees, Summer 2014	15572	08/27/2014	
			08/27/2014	
10127 LAMPLIGHTER SQUARE	648		08/27/2014	0.00
CUPERTINO	BOA	48946	08/27/2014	0.00
CA 95014				1,411.20

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	1,411.20	0.00

Check No.	48946	Total:	1,411.20
Total for	CONNIE STACK		1,411.20

STAPLES	July Statement	15598	08/27/2014	
			08/27/2014	
STAPLES CREDIT PLAN	430		08/27/2014	0.00
DES MOINES	BOA	48947	08/27/2014	0.00
IA 50368-9020				877.80

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	877.80	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 9

TOWN OF PORTOLA VALLEY

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

Check No.	48947	Total:	877.80
Total for	STAPLES		877.80

THERMAL MECHANICAL, INC	Annual Delta Controls Svc.	15591	08/27/2014	
425 ALDO AVENUE	955		08/27/2014	0.00
SANTA CLARA	BOA	48948	08/27/2014	0.00
CA 95054	CD-60276			1,525.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	1,525.00	0.00

Check No.	48948	Total:	1,525.00
Total for	THERMAL MECHANICAL, INC		1,525.00

TOWNSEND MGMT, INC	Hazmat Abatemt-Accident @ Ford	15580	08/27/2014	
P.O. BOX 24442	609		08/27/2014	0.00
SAN FRANCISCO	BOA	48949	08/27/2014	0.00
CA 94124	200106-06-14			460.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	460.00	0.00

TOWNSEND MGMT, INC	2013-14 Rehab Proj, 2013-PW01	15583	08/27/2014	
P.O. BOX 24442	609		08/27/2014	0.00
SAN FRANCISCO	BOA	48949	08/27/2014	0.00
CA 94124	200138-06-14			2,060.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4503	CIPStreetDesignFutureFY	2,060.00	0.00

TOWNSEND MGMT, INC	CIP 13/14 2013-PW02 Surface Seals Project	15585	08/27/2014	
P.O. BOX 24442	609		08/27/2014	0.00
SAN FRANCISCO	BOA	48949	08/27/2014	0.00
CA 94124	200121-06-14			3,842.50

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4533	CIP13/14 Street Resurface	3,842.50	0.00

TOWNSEND MGMT, INC	CIP 13/14 Street Resurface	15599	08/27/2014	
P.O. BOX 24442	609		08/27/2014	0.00
SAN FRANCISCO	BOA	48949	08/27/2014	0.00
CA 94124	200121-07-14			229.25

GL Number	Description	Invoice Amount	Amount Relieved
20-54-4192	Engineer Services	229.25	0.00

Check No.	48949	Total:	6,591.75
Total for	TOWNSEND MGMT, INC		6,591.75

TREE SPECIALIST INC	Emergency Tree Removal	15588	08/27/2014	
1198 NEVADA AVE	839		08/27/2014	0.00
SAN JOSE	BOA	48950	08/27/2014	0.00
CA 95125				500.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

AUGUST 27, 2014

Date: 08/21/2014

Time: 2:26 pm

Page: 10

TOWN OF PORTOLA VALLEY

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

GL Number	Description	Invoice Amount	Amount Relieved	
20-60-4271	Storm Damage / Emerq Repairs	500.00	0.00	
TREE SPECIALIST INC	Emergency Removal, Down Tree	15589	08/27/2014	
			08/27/2014	
1198 NEVADA AVE	839		08/27/2014	0.00
SAN JOSE	BOA	48950	08/27/2014	0.00
CA 95125				500.00

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

Check No.	48950	Total:	1,000.00
Total for	TREE SPECIALIST INC		1,000.00

WEMORPH INC	Business Cards, Borck/Blank	15573	08/27/2014	
			08/27/2014	
904 INDUSTRIAL AVENUE	1360		08/27/2014	0.00
PALO ALTO	BOA	48951	08/27/2014	0.00
CA 94303	14808			161.66

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4308	Office Supplies	161.66	0.00	

Check No.	48951	Total:	161.66
Total for	WEMORPH INC		161.66

WORRELL ROOFING	Refund Deposit, 460 Golden Oak	15584	08/27/2014	
			08/27/2014	
3790 EL CAMINO REAL	669		08/27/2014	0.00
PALO ALTO	BOA	48952	08/27/2014	0.00
CA 94306				1,000.00

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

Check No.	48952	Total:	1,000.00
Total for	WORRELL ROOFING		1,000.00

Total Invoices: 46

Grand Total:	375,923.86
Less Credit Memos:	0.00
Net Total:	375,923.86
Less Hand Check Total:	0.00
Outstanding Invoice Total:	375,923.86

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
August 27, 2014

Claims totaling \$375,923.86 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

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

AMERICAN PLANNING ASSOCIATION	2014-15 Dues, Kristiansson	15610	09/10/2014	
			09/10/2014	
LOCK BOX 4291	0003		09/10/2014	0.00
CAROL STREAM	BOA	48953	09/10/2014	0.00
IL 60197-4291	092560-1454			670.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	670.00	0.00

Check No.	48953	Total:	670.00
Total for	AMERICAN PLANNING ASSOCIATI		670.00

ANIMAL DAMAGE MGMT INC	August Pest Control	15644	09/10/2014	
			09/10/2014	
16170 VINEYARD BLVD. #150	804		09/10/2014	0.00
MORGAN HILL	BOA	48954	09/10/2014	0.00
CA 95037	76877			295.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	172.50	0.00
05-66-4342	Landscape Supplies & Services	122.50	0.00

Check No.	48954	Total:	295.00
Total for	ANIMAL DAMAGE MGMT INC		295.00

AT&T (2)	September M/W	15611	09/10/2014	
			09/10/2014	
P.O. BOX 5025	877		09/10/2014	0.00
CAROL STREAM	BOA	48955	09/10/2014	0.00
IL 60197-5025				64.25

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	64.25	0.00

Check No.	48955	Total:	64.25
Total for	AT&T (2)		64.25

LONI AUSTIN	Refund C&D Dep, 235 Echo Ln	15612	09/10/2014	
			09/10/2014	
235 ECHO LANE	0445		09/10/2014	0.00
PORTOLA VALLEY	BOA	48956	09/10/2014	0.00
CA 94028				1,250.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,250.00	0.00

Check No.	48956	Total:	1,250.00
Total for	LONI AUSTIN		1,250.00

BANK OF AMERICA	August Statement	15645	09/10/2014	
			09/10/2014	
Bank Card Center			09/10/2014	0.00
P.O. BOX 53155	0022		09/10/2014	0.00
PHOENIX	BOA	48957	09/10/2014	0.00
AZ 85072-3155				2,833.11

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

Page 19
 Date: 09/05/2014
 Time: 12:37 pm
 Page: 2

TOWN OF PORTOLA VALLEY

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

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	9.99	0.00
05-64-4312	Office Equipment	1,522.94	0.00
05-64-4326	Education & Training	1,000.00	0.00
05-64-4336	Miscellaneous	300.18	0.00

Check No.	48957	Total:	2,833.11
Total for	BANK OF AMERICA		2,833.11

BAY AREA PAVING CO., INC.	Woods H'Lands MD, Various Asphalt Requests	15613	09/10/2014	
P.O. BOX 6339	567		09/10/2014	0.00
SAN MATEO	BOA	48958	09/10/2014	0.00
CA 94403				31,000.00

GL Number	Description	Invoice Amount	Amount Relieved
90-00-4375	General Expenses	31,000.00	0.00

Check No.	48958	Total:	31,000.00
Total for	BAY AREA PAVING CO., INC.		31,000.00

CALPERS	August Retirement	15614	09/10/2014	
FISCAL SERVICES DIVISION			09/10/2014	
ATTN: RETIREMENT PROG ACCTG	0107		09/10/2014	0.00
SACRAMENTO	BOA	48959	09/10/2014	0.00
CA 94229-2703				15,985.60

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2522	PERS Payroll	630.20	0.00
05-50-4080	Retirement - PERS	15,355.40	0.00

Check No.	48959	Total:	15,985.60
Total for	CALPERS		15,985.60

COMCAST	WiFi, 8/21 - 9/20	15617	09/10/2014	
P.O. BOX 34744	0045		09/10/2014	0.00
SEATTLE	BOA	48960	09/10/2014	0.00
WA 98124-1744				80.45

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	80.45	0.00

Check No.	48960	Total:	80.45
Total for	COMCAST		80.45

CONTEMPORARY ENGRAVING CO.	ASCC/PC Mtg Nameplates, Pedro	15615	09/10/2014	
425 LAMBERT AVE	0191		09/10/2014	0.00
PALO ALTO	BOA	48961	09/10/2014	0.00
CA 94306	32468			48.94

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	48.94	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

Check No.	48961	Total:	48.94
Total for	CONTEMPORARY ENGRAVING CC		48.94

COPYMAT	50th Anniversary Invite	15616	09/10/2014	
			09/10/2014	
1918 EL CAMINO REAL	0046		09/10/2014	0.00
REDWOOD CITY	BOA	48962	09/10/2014	0.00
CA 94063-2113	65962			257.51

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4146	Comm'ty Events / 50th Anniv	257.51	0.00

Check No.	48962	Total:	257.51
Total for	COPYMAT		257.51

CULLIGAN	August Statement	15618	09/10/2014	
			09/10/2014	
1785 RUSSELL AVE	0250		09/10/2014	0.00
SANTA CLARA	BOA	48963	09/10/2014	0.00
CA 95054-2032				41.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	41.20	0.00

Check No.	48963	Total:	41.20
Total for	CULLIGAN		41.20

DELL MARKETING L.P.	Prado Computer, Brown/Prado/Sp	15619	09/10/2014	
c/o DELL USA L.P.	are Monitor & Soundbars	00006222	09/10/2014	
P.O. BOX 910916	0194		09/10/2014	0.00
PASADENA	BOA	48964	09/10/2014	0.00
CA 91110-0916	XJFW31TRB			2,064.30

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	2,064.30	2,007.54

Check No.	48964	Total:	2,064.30
Total for	DELL MARKETING L.P.		2,064.30

SHARON DRISCOLL	Reimbursement, Teen Event 6/27	15646	09/10/2014	
			09/10/2014	
11 SKYLINE DRIVE	0125		09/10/2014	0.00
WOODSIDE	BOA	48965	09/10/2014	0.00
CA 94062				188.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4166	Teen Committee	188.00	0.00

Check No.	48965	Total:	188.00
Total for	SHARON DRISCOLL		188.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

JEANNETTE FOWLER	Reimbursement,CAC Table Easels	15620	09/10/2014	
			09/10/2014	
10 OHLONE	0300		09/10/2014	0.00
PORTOLA VALLEY	BOA	48966	09/10/2014	0.00
CA 94028				58.52

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4154	Historic Resources Committee	58.52	0.00

Check No.	48966	Total:	58.52
Total for	JEANNETTE FOWLER		58.52

INTERSTATE TRAFFIC CNTRL	Road Stop Signs	15643	09/10/2014	
			09/10/2014	
1700 INDUTRIAL ROAD, STE B	564		09/10/2014	0.00
SAN CARLOS	BOA	48967	09/10/2014	0.00
CA 94070	200350			440.36

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	440.36	0.00

Check No.	48967	Total:	440.36
Total for	INTERSTATE TRAFFIC CNTRL		440.36

JORGENSON SIEGEL MCCLURE & FLEGEL	July Statement	15621	09/10/2014	
			09/10/2014	
1100 ALMA STREET	0089		09/10/2014	0.00
MENLO PARK	BOA	48968	09/10/2014	0.00
CA 94025				13,578.90

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	11,741.90	0.00
96-54-4186	Attorney - Charges to Appls	1,837.00	0.00

Check No.	48968	Total:	13,578.90
Total for	JORGENSON SIEGEL MCCLURE &		13,578.90

KUTZMANN & ASSOCIATES	August Plan Check	15622	09/10/2014	
			09/10/2014	
39355 CALIFORNIA STREET	0090		09/10/2014	0.00
FREMONT	BOA	48969	09/10/2014	0.00
CA 94538				11,840.58

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4200	Plan Check Services	11,840.58	0.00

Check No.	48969	Total:	11,840.58
Total for	KUTZMANN & ASSOCIATES		11,840.58

MIDPENINSULA ROOFING	Refund Dep, 225 Alamos	15623	09/10/2014	
			09/10/2014	
1326 MARSTEN ROAD	400		09/10/2014	0.00
BURLINGAME	BOA	48970	09/10/2014	0.00
CA 94010				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
-----------	-------------	----------------	-----------------

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

96-54-4205	C&D Deposit		1,000.00	0.00
		Check No.	48970	Total: 1,000.00
		Total for	MIDPENINSULA ROOFING	1,000.00

NOLTE ASSOCIATES, INC	July Applicant Eng Svcs	15624	09/10/2014	
			09/10/2014	
P.O. BOX 93243	0104		09/10/2014	0.00
LAS VEGAS	BOA	48971	09/10/2014	0.00
NV 89193-3243	14080170			2,244.00

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4194	Engineer - Charges to Appls	2,244.00	0.00	
		Check No.	48971	Total: 2,244.00
		Total for	NOLTE ASSOCIATES, INC	2,244.00

SCOTT OLIVER	Deposit Refund, 30 Hayfields	15627	09/10/2014	
			09/10/2014	
30 HAYFIELDS	0447		09/10/2014	0.00
PORTOLA VALLEY	BOA	48972	09/10/2014	0.00
CA 94028				3,082.45

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4207	Deposit Refunds, Other Charges	3,082.45	0.00	
		Check No.	48972	Total: 3,082.45
		Total for	SCOTT OLIVER	3,082.45

PAPA	PAPA Seminar, Macias	15628	09/10/2014	
			09/10/2014	
P.O. BOX 80095	346		09/10/2014	0.00
SALINAS	BOA	48973	09/10/2014	0.00
CA 93912				80.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4326	Education & Training	80.00	0.00	
		Check No.	48973	Total: 80.00
		Total for	PAPA	80.00

PG&E	August Statements	15629	09/10/2014	
			09/10/2014	
BOX 997300	0109		09/10/2014	0.00
SACRAMENTO	BOA	48974	09/10/2014	0.00
CA 95899-7300				124.01

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4330	Utilities	124.01	0.00	
		Check No.	48974	Total: 124.01
		Total for	PG&E	124.01

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

PLATINUM FACILITY SERVICES	August Janitorial	15641	09/10/2014	
			09/10/2014	
1530 OAKLAND RD., #150	402		09/10/2014	0.00
SAN JOSE	BOA	48975	09/10/2014	0.00
CA 95112	17519			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.	48975	Total:	2,987.51
Total for	PLATINUM FACILITY SERVICES		2,987.51

PORTOLA VALLEY HARDWARE	August Statement	15630	09/10/2014	
			09/10/2014	
112 PORTOLA VALLEY ROAD	0114		09/10/2014	0.00
PORTOLA VALLEY	BOA	48976	09/10/2014	0.00
CA 94028				1,104.86

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	134.85	0.00
05-66-4340	Building Maint Equip & Supp	117.13	0.00
05-66-4341	Community Hall	327.00	0.00
20-60-4260	Public Road Surface & Drainage	76.26	0.00
25-66-4340	Building Maint Equip & Supp	449.62	0.00

Check No.	48976	Total:	1,104.86
Total for	PORTOLA VALLEY HARDWARE		1,104.86

LISA OBREGON RING	July/Aug Planning Consult	15631	09/10/2014	
dba LOR Planning & Env'l Cons			09/10/2014	
346 CASTILIAN WAY	1243		09/10/2014	0.00
SAN MATEO	BOA	48977	09/10/2014	0.00
CA 94402	PV-2014-4, PV-2014-6			7,070.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	7,070.00	0.00

Check No.	48977	Total:	7,070.00
Total for	LISA OBREGON RING		7,070.00

RON RAMIES AUTOMOTIVE, INC.	01' Chevy 1500, Heating Maint	15632	09/10/2014	
			09/10/2014	
115 PORTOLA ROAD	422		09/10/2014	0.00
PORTOLA VALLEY	BOA	48978	09/10/2014	0.00
CA 94028	44925			532.34

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	532.34	0.00

Check No.	48978	Total:	532.34
Total for	RON RAMIES AUTOMOTIVE, INC.		532.34

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

SABER ROOFING INC	Deposit Refund, 3 Veronica	15633	09/10/2014	
			09/10/2014	
2995 WOODSIDE ROAD	577		09/10/2014	0.00
WOODSIDE	BOA	48979	09/10/2014	0.00
CA 94062				1,000.00

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

Check No.	48979	Total:	1,000.00
Total for	SABER ROOFING INC		1,000.00

SAN MATEO SHERIFF	1st Qtr Law Enfrcmt, FY14-15	15634	09/10/2014	
OFFICE OF EMERGENCY SERVICES			09/10/2014	
400 COUNTY CENTER	0119		09/10/2014	0.00
REDWOOD CITY	BOA	48980	09/10/2014	0.00
CA 94063-0978	9902			230,240.75

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4282	San Mateo County Sheriff's Ofc	163,439.25	0.00
30-62-4284	COPS Addl Traffic Patrols	66,801.50	0.00

SAN MATEO SHERIFF	Hazmat Services, FY14-15	15635	09/10/2014	
OFFICE OF EMERGENCY SERVICES			09/10/2014	
400 COUNTY CENTER	0119		09/10/2014	0.00
REDWOOD CITY	BOA	48980	09/10/2014	0.00
CA 94063-0978	3424			13,848.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4286	Emergency Services Council JPA	13,848.00	0.00

Check No.	48980	Total:	244,088.75
Total for	SAN MATEO SHERIFF		244,088.75

SPANGLE & ASSOCIATES	August Planning Services	15636	09/10/2014	
			09/10/2014	
770 MENLO AVENUE	0121		09/10/2014	0.00
MENLO PARK	BOA	48981	09/10/2014	0.00
CA 94025-4736	19886			13,200.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	13,200.00	0.00

Check No.	48981	Total:	13,200.00
Total for	SPANGLE & ASSOCIATES		13,200.00

STATE COMP INSURANCE FUND	September Premium	15637	09/10/2014	
			09/10/2014	
PO BOX 748170	0122		09/10/2014	0.00
LOS ANGELES	BOA	48982	09/10/2014	0.00
CA 90074-8170				1,447.08

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	1,447.08	0.00

Check No.	48982	Total:	1,447.08
Total for	STATE COMP INSURANCE FUND		1,447.08

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

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

THERMAL MECHANICAL, INC	July Bi-Monthly Maint	15642	09/10/2014	
			09/10/2014	
425 ALDO AVENUE	955		09/10/2014	0.00
SANTA CLARA	BOA	48983	09/10/2014	0.00
CA 95054	PM-60457			1,495.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	498.33	0.00
05-66-4346	Mechanical Sys Maint & Repair	498.33	0.00
25-66-4346	Mechanical Sys Maint & Repair	498.34	0.00

Check No.	48983	Total:	1,495.00
Total for	THERMAL MECHANICAL, INC		1,495.00

TOTLCOM, INC.	Annual Maint Agrmt, 2014-15	15638	09/10/2014	
			09/10/2014	
65 HANGAR WAY	349		09/10/2014	0.00
WATSONVILLE	BOA	48984	09/10/2014	0.00
CA 95076	225968			803.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4314	Equipment Services Contracts	803.00	0.00

Check No.	48984	Total:	803.00
Total for	TOTLCOM, INC.		803.00

WEMORPH INC	Business Cards, Pedro	15639	09/10/2014	
			09/10/2014	
904 INDUSTRIAL AVENUE	1360		09/10/2014	0.00
PALO ALTO	BOA	48985	09/10/2014	0.00
CA 94303	14893			158.58

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	158.58	0.00

Check No.	48985	Total:	158.58
Total for	WEMORPH INC		158.58

RITA WHITNEY	Deposit Refund, 300 Westridge	15625	09/10/2014	
			09/10/2014	
300 WESTRIDGE	0446		09/10/2014	0.00
PORTOLA VALLEY	BOA	48986	09/10/2014	0.00
CA 94028				3,655.55

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	3,655.55	0.00

Check No.	48986	Total:	3,655.55
Total for	RITA WHITNEY		3,655.55

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST
 SEPTEMBER 10, 2014

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
ANDY WILSON	50th Anniv Square Dance Caller	15647	09/10/2014	
			09/10/2014	
	0449		09/10/2014	0.00
	BOA	48987	09/10/2014	0.00
				2,250.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4146	Comm'ty Events / 50th Anniv	2,250.00	0.00

Check No.	48987	Total:	2,250.00
Total for	ANDY WILSON		2,250.00

WOODSIDE FIRE PROTECTION DISTR	PV Rapid Notify 2014	15648	09/10/2014	
			09/10/2014	
3111 WOODSIDE ROAD	709		09/10/2014	0.00
WOODSIDE	BOA	48988	09/10/2014	0.00
CA 94062	PV-Rapid 2014			2,683.34

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4333	Fire Prevention	2,683.34	0.00

Check No.	48988	Total:	2,683.34
Total for	WOODSIDE FIRE PROTECTION DI		2,683.34

JOHN WOOKEY	SDP Fee Refund, 110 Shawnee	15640	09/10/2014	
			09/10/2014	
1420 PITMAN	0448		09/10/2014	0.00
PALO ALTO	BOA	48989	09/10/2014	0.00
CA 94301				1,095.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4228	Miscellaneous Refunds	1,095.00	0.00

Check No.	48989	Total:	1,095.00
Total for	JOHN WOOKEY		1,095.00

GEORGE ZDASIUK	Deposit Refund, 48 Hillbrook	15626	09/10/2014	
			09/10/2014	
48 HILLBROOK DRIVE	0397		09/10/2014	0.00
PORTOLA VALLEY	BOA	48990	09/10/2014	0.00
CA 94028				905.10

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	905.10	0.00

Check No.	48990	Total:	905.10
Total for	GEORGE ZDASIUK		905.10

Total Invoices:	39	Grand Total:	371,703.29
		Less Credit Memos:	0.00
		Net Total:	371,703.29
		Less Hand Check Total:	0.00
		Outstanding Invoice Total:	371,703.29

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
September 10, 2014

Claims totaling \$371,703.29 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: Brandi de Garneau, Sustainability & Special Projects Manager

DATE: September 10, 2014

RE: **Adoption of a Resolution in Support of Sustainable Groundwater Management in the San Francisquito Creek Area**

RECOMMENDATION

It is recommended that the Town Council adopt a resolution in support of sustainable groundwater management in the San Francisquito Creek area.

BACKGROUND

Groundwater is an important water supply resource in California, particularly in periods of drought. The lack of coordinated groundwater resource management has led to dire situations in some parts of the state including irreversible land subsidence and salt water intrusion.

As demand for groundwater increases, affected jurisdictions would benefit from a coordinated approach to groundwater management. The cities of Palo Alto, East Palo Alto, and Menlo Park, San Mateo County, the Santa Clara Valley Water District (SCVWD), Stanford University, and several other agencies and non-governmental organizations convened earlier this year to generate an inter-jurisdictional dialogue about long-term sustainable management of our shared groundwater basin. To that end, staff from these agencies have agreed to recommend that their governing boards adopt a resolution regarding sustainable groundwater management with the goal of raising public awareness of the factors potentially impacting the quality and availability of this important resource.

Contingency plans of many water providers for droughts and emergencies likely will rely on the same shared groundwater resources, making strong support and cooperation from well owners, water agencies, land use planning agencies and all water users vital

to protecting and maintaining our groundwater resources. The Town has a vested interest in maintaining the quality and availability of groundwater. The Conservation Element of the General Plan provides for the conservation of the natural resources of the Town, including ground water and makes protecting and preserving ground water resources a goal (Sections 4200 and 4207). Adoption of this resolution reinforces Portola Valley's commitment to sustainable management of groundwater as a source of supply.

ATTACHMENTS

- Attachment 1: Resolution in Support of Sustainable Groundwater Management in the San Francisquito Creek Area

APPROVED – Nick Pegueros, Town Manager

N.P.

RESOLUTION NO. -2014**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY
IN SUPPORT OF SUSTAINABLE GROUNDWATER MANAGEMENT IN THE SAN
FRANCISQUITO CREEK AREA TO ENSURE ITS AVAILABILITY DURING
DROUGHTS AND EMERGENCY SITUATIONS**

WHEREAS, the San Francisquito Creek area of the Midpeninsula overlies the Santa Clara and San Mateo Plain Groundwater Subbasins; and

WHEREAS, groundwater is a critical natural resource that is vital for emergency water supplies on the Midpeninsula, and therefore needs to be protected; and

WHEREAS, most of the water consumed on the Midpeninsula is purchased from a single source – the San Francisco Public Utilities Commission (SFPUC) – with 85% coming from the Hetch Hetchy Reservoir on the Tuolumne River, making our primary water supply vulnerable to the impacts of climate change as well as major catastrophes; and

WHEREAS, interest in local groundwater extraction is growing as a result of rising SFPUC water prices, limits on current availability of SFPUC water, population growth and likely reductions in water supply due to climate change and droughts; and

WHEREAS, unsustainable groundwater extraction will result in declining groundwater levels, which may lead to saltwater intrusion, land subsidence and degradation of water quality; and

WHEREAS, contingency plans of many water providers for droughts and emergencies likely will rely on the same shared groundwater resources, making strong support and cooperation from well owners, water agencies, land use planning agencies and all water users vital to protecting and maintaining our groundwater resources; and

WHEREAS, the Conservation Element of the General Plan provides for the conservation of the natural resources of the Town, including ground water and makes protecting and preserving ground water resources a goal; and

WHEREAS, groundwater resources can be enhanced through conjunctive water management, including aggressive water conservation/efficiency, use of alternative supplies such as recycled water, and storm water infiltration, and all forms of groundwater recharge; and

WHEREAS, groundwater and surface water in the San Francisquito Creek area are interconnected resources that cross political boundaries and support multiple beneficial uses; and

WHEREAS, more information on the hydrology and geology of the San Francisquito Creek area is needed to better design and implement sustainable groundwater management practices;

THEREFORE, BE IT RESOLVED, that the Town of Portola Valley is committed to collaborating with other agencies and organizations to better understand the hydrology and geology of the San Francisquito Creek area; and

FURTHER, BE IT RESOLVED, that the Town of Portola Valley is committed to the sustainable management of local groundwater, including conjunctive water management and aggressive conservation, to protect its quality and ensure its availability during droughts and emergency situations.

PASSED AND ADOPTED this 10th day of September, 2014.

By: _____
Mayor

ATTEST:

Town Clerk



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Howard Young, Public Works Director

DATE: September 10, 2014

RE: Status report on the implementation of the Bicycle, Pedestrian & Traffic Safety Committee recommendations concerning road shoulder enhancements to arterial roads

Recommendation:

1. Receive status report from Public Works Director on the implementation of the Bicycle, Pedestrian and Traffic Safety Committee's (BPTS Committee) recommendations concerning improvements to arterial roads for greater access to bicycles; and
2. Approve staff's recommendation to proceed with the shoulder enhancement projects in conjunction with the normal annual street resurfacing program.

Background:

The Town Council at its June 8, 2011 meeting authorized staff to obtain a transportation consultant to evaluate the opportunities to enhance the bicycle experience on sections of Alpine (Corte Madera Road to Ladera Town limits) and Portola Road (Town limits to Alpine Road). The intent was to determine if an installation of a bike lane or wider shoulder areas were feasible. The Town obtained the services of Fehr and Peers Transportation Consultants. The study determined that enhancements can be made and identified areas that could be considered for widening. The Council directed the Bicycle Pedestrian and Traffic Safety Committee to review the study and provide recommendations (Exhibit A). The delay in bringing this item to the Town Council is due to a number of moving parts as discussed below and a number of competing priorities for town staff time. Staff is pleased to report that significant progress has been made to implement the recommendations of the BPTS Committee.

Discussion:

The recommendations contained in the Fehr and Peers report identified areas where the shoulder could be widened to enhance the bicycle riding experience on the town's two arterials - Alpine and Portola Roads. Two of the recommendations involved major capital improvements and needed a funding source.

In early 2014, a competitive grant funding opportunity from the San Mateo County Transportation Authority (SMTA) arose. With the Town Council's support, the Committee, Staff, and Council liaisons placed a lot of time and effort into applying for grant funds to pay for widening two of the most expensive projects recommended by Fehr and Peers. Due to timing of the SMTA funding applications, the Committee's recommendations were queued until a response was received from the SMTA concerning the Towns applications. The Town was officially notified in June 2014 that the pinch point widening projects on Portola Road at Town Center and Alpine Road at Arastradero Road were approved for funding. This summer, staff also made some progress on widening shoulders on both Portola Road and Alpine Road as part of the street resurfacing projects.

Status of Grant Funded Project – All of the necessary agreements have been filed with the SMTA and staff is scheduled to begin the design process this winter. It is staff's goal to have the projects approved and ready for construction to begin and finish in 2016. Per the SMTA grant agreement, the projects must be complete by April 3, 2019.

The Committee's specific recommendations are outlined below with input from staff regarding the implementation of each recommendation.

1. The Committee voted 7-2 to recommend wider shoulders for bicyclists as recommended in the Fehr & Peers report. Staff has no objections to the Committee's recommendation to provide wider shoulder areas and no formal bicycle lanes. Of note, the majority of the subject shoulders are already 5' wide. Staff has / will implement the recommendation and incorporate the widening as the Town resurfaces its roads according to its pavement management system. Widening can be achieved by narrowing travel lanes or widening the edge of the road. Since this action requires either new striping or physical improvements to the shoulder, it is most cost effective when done as part of larger projects.
2. The Committee further voted 9-0 to recommend that shoulders be 5' feet wide. Staff has no objections to the Committee's recommendation where feasible. The Committee preferred the 5' instead of the Caltrans standard 4' where no concrete gutter exists. Staff has / will implement the recommendation as practice to even out road edges and incorporate the widening as the Town resurfaces its roads according to its pavement management system. Widening can be achieved by narrowing travel lanes or widening the edge of the road. Of note, the majority of the subject shoulders are already 5' wide, the study identified approximately 30 remaining locations that would need enhancements.

3. The Committee voted 5-4 to implement the recommendations in 2013 with 2 members supporting the incorporation of widening projects with scheduled road repair and 2 members supporting a more limited focus that would widen the hot spots first. This action would require removing and replacing all striping and widening shoulders on Portola and Alpine Roads within one year. Staff does not concur with this recommendation due to costs and effects to pavement surface associated with this action. Staff supports implementing the recommendation as the Town resurfaces its roads through its annual capital improvement project. By incorporating into the annual resurfacing project, costs and funding would be only a minor factor. In addition, it would avoid grinding the surface of the road and leaving a visible scar until the next resurfacing. In addition, there are no separate and dedicated funds for this project. Current estimates to apply surface seals to these sections of streets is in the range of 6-8 years.

4. The Committee recommended widening the shoulder on Portola Road at Town Center and on Alpine Road at Arastradero Road. This project is moving forward due to funding received from the SMTA grant program mentioned earlier in this report. The project was approved by the SMTA Board of Directors and the funding agreement was fully executed in August 2014. The Public Works Director will be moving forward with the action plan to start the project.

5. The Committee recommended staff to obtain cost of implementing shoulder widening on Alpine Road at Arastradero Road. This was addressed earlier in this report and in item #4 above.

It was also suggested that staff investigate the potential of a bikeway on Westridge Drive. Fehr and Peers made the required measurements at several sections of Westridge Drive and the results indicate that there is insufficient roadway width to consider bikeways or a wide shoulder consistent with other areas of town.

Summary

Town staff has made significant progress and continues to make progress toward the shoulder widening identified by Fehr & Peers and recommended by the BPTS Committee. Staff recommends that the Town Council provide direction on the priority of widening shoulder areas that remain outstanding and do not have grant funding. Specifically, staff request that the Town Council direct staff to include shoulder widening where feasible and cost effective in the annual street resurfacing programs.

Attachment:

Exhibit A – BPTS Committee recommendations 12/5/12

Approved- Nick Pegueros, Town Manager

Exhibit A

BPTS Committee recommendations 12/5/12

Below were the original recommendations as submitted to the Town Council by Steve Marra on 12/28/12 from the Committees 12/5/12 regular meeting.

Bicycle Pedestrian Traffic Safety Committee Recommendations to Town Council

Bike Lanes

1. Motion to approve wider lanes passed 7-2 with the two "no" votes opting for full bike lanes.
2. Motion to make the shoulders 5 feet wide approved 9-0
3. Motion to implement shoulders in 2013 approved 5-4 with 2 pushing for incorporation with scheduled road repair and 2 focused on doing the hot spots first.
4. Motion to implement the shoulder widening at Town Center passes 9-0
5. Motion to direct Howard to obtain the cost of implementing five foot shoulders at the Arastradero intersection on Alpine.

The general bicycle and pedestrian plan will be taken up in January.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garneau, Sustainability & Special Projects Manager

DATE: September 10, 2014

RE: Request to Approve a Portola Valley Water Conservation Logo

RECOMMENDATION

It is recommended that the Town Council approve the use of the attached logo for the Ad-Hoc Water Conservation Task Force's and Town's water conservation efforts.

BACKGROUND

The Ad-Hoc Water Conservation Task Force worked with a professional designer at Acterra to develop the attached logo. The logo will “brand” the Town's water conservation efforts. It is designed to identify and draw the community to this effort will be used on outreach materials, the Town website and other water conservation program collateral. It is not a logo for the Task Force.

The idea is that the logo tells a story in and of itself - the bubbles of the water show that our water is complex, it comes from many sources, and has many uses. The hands show that we hold and protect the precious water that comes to Portola Valley. The logo went through several permutations and the Task Force prefers and recommends using the bold, “PV” version of the logo, but the full Portola Valley version could be used when/if the program is discussed in a broader audience.

Staff is supportive of the character and use of this logo.

ATTACHMENTS

- Attachment 1 – Logo Options

APPROVED – Nick Pegueros, Town Manager





MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: September 10, 2014
RE: **New Emergency Organization and Protection Ordinance**

Recommendation

Read title, waive further reading and introduce a new ordinance to replace Chapter 2.24 [Emergency Organization and Protection] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code.

Background

On April 30, 2014, staff provided an update to the Town Council and Emergency Preparedness Committee (EPC) at their 5th Wednesday joint meeting. In that update staff identified key changes to the Town's Municipal Code that are necessary to conform to the model ordinance created by the State of California's Office of Emergency Services (Cal-OES) to be eligible for disaster relief funding.

Discussion

With the assistance of the Town's emergency management consultant, Marsha Hovey, staff has prepared a comprehensive revision to Municipal Code Chapter 2.24 [Emergency Organization and Protection] to ensure compliance across the Cal-OES model ordinance, the Portola Valley Municipal Code and the California Emergency Services Act (Attachment 2).

The ordinance as provided in Attachment 2 includes the following significant changes to the existing Portola Valley Municipal Code (Attachment 1):

- Addition of a statement related to inclusion of people with disabilities and others with access and functional needs per American Disabilities Act.
- Creation of a Disaster Council that is in compliant with the model ordinance and standardized terminology with the Emergency Services Act.
- Addition of new members to the Disaster Council for planning and coordination.
- Updates to succession of both the Town Manager/Director of Emergency Services and the Town Council.

At the April 30, 2014 joint meeting, concern was expressed regarding staff's recommendation that Town Council members should be substantially removed from the Director of Emergency Services (Director) role and succession. The key consideration for that recommendation was that in the event of a major disaster, the Town will likely be called on to demonstrate that whoever takes the role of Director is both authorized by the Municipal Code and has completed the requisite FEMA training prior to the disaster. Such a demonstration is a prerequisite to obtaining cost reimbursements from FEMA. Because it is more likely that Town staff will have taken the necessary FEMA training, the recommendation is that staff be first in line to operate as the Director. Nevertheless, considering the Town's geographic location and the distance from Town which staff live, in the event of a major region-wide disaster that cripples the transportation system, it may not be possible for staff to reach Town and serve as the Director. Accordingly, it is unrealistic to make no provision for the Town Council to serve as the Director if necessary.

On balance, it is recommended that the Municipal Code provide a line of succession that exhausts the Town's senior staff and public safety personnel before calling on Town Council members to serve as Director. This is a change from the current Municipal Code that provides for the Mayor to be the acting Director if the Town Manager is not available. Specifically, Section 2.24.090(D) has been expanded to include all eligible members of Town staff and Sheriff's Office command staff prior to calling on the Town Council. In the worst-case scenario where no trained staff is available to serve as Director, the code provides for Council members to serve, starting with the Mayor. If the then Mayor does not have the requisite training it is possible that FEMA will disallow cost reimbursements when that individual was Director.

It is important to note that the Town Council's role in managing a disaster situation should be no different from their role in managing non-disaster situations. In a non-disaster situation, the Town Council is the deliberative governing body of the Town and decides the high level policy or the "what". The Town Council then directs the Town Manager to implement the "what" and the Manager is charged with figuring out the "how" using resources available. Establishing policy direction is not a limited role for the Town Council. In a disaster operation, the Director is given full authority to implement the policies adopted by the Town Council. To more clearly outline the Town Council's role in a disaster, there are three phases:

1. Advance Policy Setting, Planning, and Resource Allocation – At its highest level, the Town's current policy is to protect, to the greatest extent possible, life, property, and environment. To do this, the Town Council adopts the requisite ordinances, the emergency operations plan (update underway), task the Emergency Preparedness Committee to develop recommendations to improve community readiness, and provide the resources necessary to implement the emergency operations plan and other preparedness programs.
2. Oversight and Communication During the Disaster - The Town Council will work closely with the Director during a disaster to ensure that his or her actions are

consistent with adopted Town Council policies and plans. Ultimately the Director is accountable to the Town Council and has every interest to carry out the policy direction of the Town Council. Additionally, the Town Council is the public face of the community and will interact and communicate with impacted residents, the media, and local, state and federal elected officials to secure the necessary resources for the Town to respond to community needs.

3. Recovery and Corrective Actions – Following a disaster, the Director will be responsible for providing incident/recovery reports to the Town Council and outside agencies. At that time, the Town Council has the obligation of ensuring that any problems that manifest in a disaster are remedied or otherwise addressed to minimize recurrence in a future disaster.

While the Town Council's adoption of the proposed Municipal Code (Attachment 2) is a necessary step in the advance planning for the Town's emergency response, it is by no means the end of the Town's preparations. Staff is currently working to finalize the Town's emergency operations plan and the Town Council has final review and approval authority of that document. The EPC is currently evaluating a possible expansion of the AM Radio system (1680) to a site include a broadcast site in Los Trancos to address reception issues experienced in the Wildland Fire Drill earlier this year. At the joint meeting of the Town Council and EPC on October 29th, the Council and EPC will test their knowledge of the EOC and assess their readiness to respond to a disaster in the event that staff is not available. Finally, staff continues their emergency operations training and preparation so that we are well prepared to serve the community's needs in the event of an emergency.

Attachments:

1. Copy of the current Town of Portola Valley Municipal Code Chapter 2.24
2. Proposed Ordinance of the Town Council of the Town of Portola Valley Replacing Chapter 2.24 [Emergency Organization and Protection] of Title 2 [Administration And Personnel] of the Portola Valley Municipal Code

Attachment 1

CHAPTER 2.24**EMERGENCY ORGANIZATION AND PROTECTION****Sections:**

- 2.24.010 Purposes.**
- 2.24.020 Definitions.**
- 2.24.030 Emergency preparedness committee.**
- 2.24.040 Emergency services organization—Disaster service worker volunteer program.**
- 2.24.050 Director of emergency services—Succession.**
- 2.24.060 Director of emergency services—Powers and duties.**
- 2.24.070 Director of emergency services—Powers in event of emergency.**
- 2.24.080 Divisions, service and staff—Functions and duties prescribed by resolution.**
- 2.24.090 Violation—Penalty.**

2.24.010 Purposes. The purposes of this chapter are to provide for the preparation and carrying out of plans for the protection of persons and property within the town in the event of an emergency, and to provide for the coordination of the emergency services of the town with all other public agencies and affected private persons, corporations and organizations. Any expenditures made in connection with such emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the town.

(Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2750), 1984)

2.24.020

2.24.020 Definitions. “Emergency” as used in this chapter, means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the town caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, earthquake, or other conditions including conditions resulting from war or imminent threat of war.

“Emergency services” means the preparation and carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to prevent, minimize, and repair injury and damage resulting from disaster. It shall not include preparation for any conditions relating to a labor controversy.

“Plan” means the standard emergency management system (“SEMS”), which is the town’s emergency plan for response to extraordinary situations. This plan shall be effective upon the filing of the plan with, and the acceptance thereof by, the town council. The plan provides operational concepts relating to various emergency situations; identifies components of the town area and county emergency management organization and describes the overall responsibilities of the organization for protecting life and property. The plan also identifies the sources of outside support which might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, state and federal agencies, and the private sector.

“State of war emergency” means the condition which exists immediately, with or without a proclamation thereof by the Governor, whenever this state or nation is attacked by an enemy of the United States, or upon receipt by a state of a warning from the federal government indicating that such an enemy attack is probable or imminent.

“State of emergency” means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor’s warning of an earthquake or volcanic prediction, or earthquake or other conditions, which conditions, by reason of their magnitude, are,

2.24.030

or are likely to be, beyond the control of the services, personnel, equipment and facilities of any single county, city and county, or city, and require the combined forces of a mutual aid region or regions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage which requires extraordinary measure beyond the authority vested in the California Public Utilities Commission. "State of emergency" does not include, nor does any provision of this chapter apply to, any conditions resulting from a labor controversy or conditions causing a "state of war emergency."

"Local emergency" means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property, within the territorial limits of the town, in the absence of a duly proclaimed state of war emergency or state of emergency, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or earthquake or other conditions which are, or are likely to be, beyond the control of the services, personnel, equipment and facilities of the town and require the combined forces of other public agencies to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage which requires extraordinary measure beyond the authority vested in the California Public Utilities Commission. "Local emergency" does not include, nor does any provision of this chapter apply to, any conditions resulting from a labor controversy.

(Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2751), 1984)

2.24.030 Emergency preparedness committee. A. The Portola Valley emergency preparedness committee is created and shall consist of not less than five nor more than nine members, as follows:

1. The director of emergency services, who shall be the town administrator; and
2. Four to eight members of the emergency preparedness committee.

2.24.040

B. The town administrator shall serve as the director of emergency services pursuant to appointment to said position and all remaining four to eight members shall be appointed by and serve at the pleasure of the town mayor.

C. The emergency preparedness committee shall prepare and maintain, on a current basis, a master plan to be known as the "Town of Portola Valley Emergency Plan." This plan, referred to in the remainder of this chapter as the "plan," shall be effective upon the filing of the plan with, and the acceptance thereof by, the town council.

(Ord. 1998-307 § 1, 1998: Ord. 1997-298 § 1 (part), 1997: Ord. 1984-200 § 1 (2752), 1984)

2.24.040 Emergency services organization — Disaster service worker volunteer program. A. Emergency Services Organization. All officers and employees of this town enrolled to provide aid during an emergency who may be charged with duties incident to protection of life and property during an emergency constitute the emergency services organization.

B. Disaster Service Worker Volunteer Program. Any and all volunteer forces of this town enrolled to provide aid during an emergency, and all groups, organizations and persons who by agreement or operation of law, including persons impressed into service under Section 2.24.070(C), who may be charged with duties incident to protection of life and property during an emergency constitute the disaster service worker volunteers of the town, as defined by California Code of Regulations Title 19, Section 2570 et seq. All such persons are entitled to all privileges, benefits and immunities as are provided by state law under the Emergency Services Act for registered disaster service workers, provided each worker registers with the town disaster council.

C. Town Disaster Council. The town disaster council shall be the town council, a public agency, as an instrument of the state in aid of carrying out general state government functions and policies with regard to disaster services. Upon certification with the California Emergency Council, or the Governor when the Emergency

2.24.050

register and direct the activities of disaster service workers within the town. The Director of the disaster council shall be the town administrator.

(Ord. 1999-324 § 1, 1999: Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2753), 1984)

2.24.050 Director of emergency services—Succession. The town administrator shall be the director of emergency services. During the director's absence or inability to act, the mayor shall serve as the acting director of emergency services. In the event of the absence or inability of the mayor to act, the following persons shall serve as acting director of emergency services in successive order:

- A. The vice-mayor;
- B. The most recent past mayor;
- C. The remaining councilmembers in order of seniority.

(Ord. 1998-307 § 2, 1998: Ord. 1997-298 § 1 (part), 1997: Ord. 1984-200 § 1 (2754), 1984)

2.24.060 Director of emergency services—Powers and duties. The director shall:

A. Advise the emergency preparedness committee in regard to the preparation and maintenance of the plan;

B. Implement the plan in whole or in part at such times as the mayor, or the mayor's successor as provided in Section 2.24.050, deems necessary;

C. Advise the town council when to proclaim the existence of a local emergency and the termination thereof. If the town council is not in session, the mayor, or the mayor's successor, shall issue the proclamation of local emergency, subject to confirmation by the town council, at the earliest practicable time and in no event later than seven days after such proclamation. The town council shall act to terminate all local emergency proclamations at the earliest possible date the conditions warrant, and shall review the necessity of such proclamations not less than every fourteen days until the local emergency is terminated;

D. Advise the mayor, or the mayor's successor, to request the Governor to proclaim a state of war emergency or a state of emergency when, in the opinion of the director, the resources of the area or region are inadequate to cope with the disaster;

E. Under the overall supervision of the mayor or the mayor's successor, control and direct the effort of the emergency services organization of the town for the accomplishment of the purposes of this chapter;

F. Direct coordination and cooperation between elements of the emergency services organization of this town and resolve questions of authority and responsibility that may arise between them;

G. Represent the emergency services organization of the town in all dealings with public or private agencies pertaining to emergencies as defined in this chapter.

(Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2755), 1984)

2.24.070 Director of emergency services—Powers in event of emergency. In the event of a "state of war emergency," "state of emergency" or "local emergency" as provided in this chapter, or the

2.24.080

proclamation of a state of emergency or a state of war emergency by the Governor, county manager, or the Director of the State Office of Emergency Services, the director, when specifically directed by the town mayor, or the mayor's successor, is empowered to:

A. Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by the emergency; provided, however, that the rules and regulations must be confirmed at the earliest practicable time by the town council;

B. Obtain vital supplies, equipment and other properties found lacking and needed for the protection of the life and property of the people, and bind the town for the fair value thereof and if required immediately, to commandeer the vital supplies, equipment and other properties for public use;

C. Require emergency services of any town officer or employee and, in the event of the proclamation of a state of war emergency or a state of emergency by the Governor in the region in which this town is located, to command the aid of as many citizens of this community as are deemed necessary in the execution of his or her duties;

D. Requisition necessary personnel or material of any town department or agency;

E. Execute all of the ordinary powers of the director, all special powers conferred by this chapter or by resolution adopted pursuant hereto, all powers conferred upon the director by any statute, agreement approved by the town council, or by any other lawful authority, and in conformity with Section 38791 of the Government Code, to exercise all necessary authority over the town and to exercise police powers vested in the town by the Constitution and general laws.

(Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2756), 1984)

2.24.080 Divisions, service and staff—Functions and duties prescribed by resolution. The functions and duties of the Portola Valley emergency services organization, beyond those provided in this chapter, may be designated in a manner to be prescribed by resolution of the town council.

(Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2757), 1984)

2.24.090

2.24.090

2.24.090 Violation—Penalty. A. Any person, firm or corporation violating any of the provisions of this chapter is guilty of a misdemeanor, and each such person, firm, or corporation is guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this chapter is committed, continued or permitted, and upon conviction of any such violation such person, firm, or corporation shall be punishable by a fine of not more than five hundred dollars, or by imprisonment for not more than six months, or by both such fine and imprisonment.

B. No person, firm, or corporation shall, during a period of emergency:

1. Wilfully obstruct, hinder or delay any member of the emergency services organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him or her by this chapter;

2. Do any act forbidden by any lawful rule or regulation issued pursuant to this chapter or imperil the lives or property of the inhabitants of this town, or prevent, hinder or delay the defense or protection thereof;

3. Wear, carry or display, without authority, any means of identification specified by any emergency agency of the state, county, or town;

4. Fail to return any equipment, identification or other property after having ceased to be a member of an emergency services unit and after having been given thirty days' written notice to do so;

5. Display any identification or represent himself or herself still to be a member of the emergency services organization in any capacity after having been given written notice to return equipment, identification or other property.

(Ord. 1997-298 § 1 (part), 1998: Ord. 1984-200 § 1 (2758), 1984)

ORDINANCE NUMBER _____**ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY REPLACING CHAPTER 2.24 [EMERGENCY ORGANIZATION AND PROTECTION] OF TITLE 2 [ADMINISTRATION AND PERSONNEL] OF THE PORTOLA VALLEY MUNICIPAL CODE**

WHEREAS, with the assistance of the Town's emergency management consultant, Town staff has prepared a comprehensive revision to Municipal Code Chapter 2.24 [Emergency Organization and Protection] to ensure compliance across the California's Office of Emergency Services (Cal-OES) model ordinance, the Portola Valley Municipal Code and the California Emergency Services Act; and

WHEREAS, the revisions include a statement related to inclusion of people with disabilities and others with access and functional needs per American Disabilities Act, creation of a Disaster Council that is in compliant with the model ordinance and standardized terminology with the Emergency Services Act, addition of new members to the Disaster Council for planning and coordination, and updates to succession of both the Town Manager/Director of Emergency Services and the Town Council; and

WHEREAS, updating Chapter 2.24 [Emergency Organization and Protection] is a necessary step in the advance planning for the Town's emergency response in the event of a disaster.

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

1. AMENDMENT OF CODE. Chapter 2.24 [Emergency Organization and Protection] of Title 2 [Administration and Personnel] of the Portola Valley Municipal Code is hereby amended in its entirety to read as follows:

Sections:

- 2.24.010 Purposes**
- 2.24.020 Definitions**
- 2.24.030 Inclusion**
- 2.24.040 Emergency Services Organization**
- 2.24.050 Disaster Council Membership**
- 2.24.060 Disaster Council Powers and Duties**
- 2.24.070 Emergency Operations Plan**
- 2.24.080 Director and Assistant Director of Emergency Services**
- 2.24.090 Powers and Duties of the Director and Assistant Director of Emergency Services**
- 2.24.100 Preservation of Local Government during an Emergency—Succession**

2.24.110 Violations—Penalty**2.24.120 Expenditures****2.24.010 Purposes**

The declared purposes of this chapter are to provide for the preparation and carrying out of plans for the protection of persons, property and environment within the Town in the event of an emergency, the direction of the emergency organization, and the coordination of the emergency functions with all other public agencies, corporations, organizations and affected private persons.

2.24.020 Definitions

A. “Emergency” as used in this chapter, means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons, property and environment within or affecting the Town caused by such conditions as air pollution, drought, earthquake, epidemic, fire, flood, human acts, plant or animal infestation or disease, riot, severe weather, sudden and severe energy shortage, technological interruptions, the Governor’s warning of an earthquake or volcanic prediction, or other conditions including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities, requiring the combined forces of other political subdivisions to combat.

B. “Emergency services” mean the preparation and carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to prevent, minimize, and repair injury and damage resulting from disaster. It shall not include preparation for any conditions relating to a labor controversy.

C. “Local emergency” means the duly proclaimed, actual or threatened, existence of conditions of disaster or of extreme peril to the safety of persons, property and environment, within or affecting the territorial limits of the Town, caused by such conditions as air pollution, drought, earthquake, epidemic, fire, flood, human acts, plant or animal infestation or disease, riot, severe weather, sudden and severe energy shortage, technological interruptions, the Governor’s warning of an earthquake or volcanic prediction, or other conditions including conditions resulting from war or imminent threat of war, which are, or are likely to be, beyond the control of Town services, personnel, equipment and facilities and requiring the combined forces of other public agencies to combat. “Local emergency” does not include, nor does any provision of this chapter apply to, any conditions resulting from a labor controversy.

D. “State of emergency” means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons, property, and environment within or affecting the State caused by such conditions as air pollution, drought, earthquake, epidemic, fire, flood, human acts, plant or animal infestation or disease, riot, severe weather, sudden and severe energy shortage, technological interruptions, the Governor’s warning of an earthquake or volcanic prediction, or other conditions, which conditions, by reason of their magnitude, are, or are likely to be, beyond the control of

the services, personnel, equipment and facilities of any single county, city and county, or city, and require the combined forces of a mutual aid region or regions to combat. "State of emergency" does not include, nor does any provision of this chapter apply to, any conditions resulting from a labor controversy or conditions causing a "state of war emergency.

E. "State of war emergency" means the condition which exists immediately, with or without a proclamation thereof by the Governor, whenever this State or Nation is attacked by an enemy of the United States or upon receipt by a state of a warning from the Federal government indicating that such an enemy attack is probable or imminent.

2.24.030 Inclusion

In accordance with Title II of the Americans with Disabilities Act ("ADA," Pub. L. 101-336), an integrated approach to emergency planning shall be taken to provide people with disabilities and others with access and functional needs the same opportunities to benefit from emergency programs, information, facilities, services and activities as people without disabilities.

2.24.040 Emergency Services Organization

All officers and employees, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations, and persons who may by agreement or operation of law, including persons impressed into service under the provisions of Section 2.24.090(C)(3) of this chapter, be charged with duties incident to the protection of life, property and environment during such emergency, shall constitute the emergency organization of the Town of Portola Valley.

2.24.050 Disaster Council Membership

The Portola Valley Disaster Council shall consist of the following:

1. The Director of Emergency Services who shall be chair.
2. The Public Works Director who shall be the vice chair.
3. The Planning Director.
4. The Mayor, or as an alternate, the Vice Mayor, who shall be the liaison.
5. The Assistant Director of Emergency Services.
6. Such chiefs of emergency services as are provided for in a current emergency operations plan of this jurisdiction, adopted pursuant to this chapter.
7. Such representatives of volunteer, community based organizations, civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility, as may be appointed by the Director with the advice and consent of the Town Council.

2.24.60 Disaster Council Powers and Duties

A. It shall be the duty of the Portola Valley Disaster Council, and it is hereby empowered, to develop and recommend for adoption by the Town Council, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements.

Attachment 2

- B. The Director of Emergency Services shall advise the Disaster Council with regard to the preparation and maintenance of the plan in whole or in part at times of a local emergency.
- C. The Disaster Council may provide direction on emergency response, planning and preparedness issues not mentioned above.
- D. The Disaster Council shall develop and maintain strategic emergency planning partnerships with other local agencies.
- E. The Disaster Council shall comply with the California Emergency Services Act and abide by the California Disaster and Civil Defense Master Mutual Aid Agreement.
- F. The Disaster Council, accredited by the State of California, is empowered to register and direct the activities of disaster service worker (DSW) volunteers within the sphere of influence of the Town.
- G. The Disaster Council agrees to follow established rules and regulations relating to the various classes of disaster service workers, scope of duties of each class, and manner of registration pursuant to the provisions of Government Code Section 8585.5.
- H. The Disaster Council will also serve as the Portola Valley Citizen Corps Council with the following additional responsibilities:
 - 1. Approve DSW volunteer training and planning to ensure compliance with current DSW regulations and guidelines.
 - 2. The Assistant Director of Emergency Services will coordinate CERT training and exercises with Woodside Fire Protection District County Fire District, Ham Radio training with the Portola Valley Emergency Preparedness Committee (EPC) and other DSW volunteer training, as identified.
- I. The Disaster Council shall meet upon call of the chair or, upon call of the vice chair (in the absence of the chair).

2.24.070 Emergency Operations Plan

- A. The Town of Portola Valley has adopted the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) as the preparedness, mitigation, response and recovery framework for the Emergency Operations Plan.
- B. The Portola Valley Disaster Council shall be responsible for the development of the Emergency Operations Plan, and annexes as identified, which shall provide for the effective mobilization of all of the resources of this jurisdiction, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency; and shall provide for the organization, powers and duties, services and staff of the emergency organization.
- C. The plan shall also identify the sources of outside support which might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, State and Federal agencies, and the private sector.
- D. Such plan shall take effect upon adoption by resolution of the Town Council.

2.24.080 Director and Assistant Director of Emergency Services

- A. There is hereby created the office of Director of Emergency Services. The Town

Manager shall be the Director of Emergency Services.

- B. There is hereby created the office of Assistant Director of Emergency Services, who shall be appointed by the Director.

2.24.090 Powers and Duties of the Director and Assistant Director of Emergency Services

- A. The Director of Emergency Services or acting Director (if the Director is unavailable) is hereby empowered:
1. To request the Town Council to proclaim the existence or threatened existence of a "local emergency" if the governing body is in session, or to issue such proclamation if the Town Council is not in session. Whenever a local emergency is proclaimed by the Director, the Town Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect.
 2. To request that the Governor through appropriate channels proclaim a state of emergency when, in the opinion of the Director, or acting Director, the resources of the Town are inadequate to cope with an emergency.
 3. To represent or provide representation of the Town in all dealings with public or private agencies pertaining to civil preparedness in the event of an emergency.
 4. To control and direct the effort of this emergency organization for the accomplishment of the purposes of this chapter.
 5. To direct cooperation between and coordination of services and staff of this emergency organization; and resolve questions of authority and responsibility that may arise between them.
- B. The Assistant Director shall, under the supervision of the Director and with the assistance of Disaster Council representatives, prepare emergency plans and manage the emergency programs of this jurisdiction; and shall have such other powers and duties as may be assigned by the Director.
- C. In the event of the proclamation of a "local emergency" as herein provided, the proclamation of a "state of emergency" by the Governor or the Secretary of the California Office of Emergency Services, or the existence of a "state of war emergency," the Director is hereby empowered to:
1. Make and issue rules and regulations on matters reasonably related to the protection of life, property and environment as affected by the emergency; provided, however, that the rules and regulations must be confirmed at the earliest practicable time by the Town Council;
 2. Obtain vital supplies, equipment and other properties found lacking and needed for the protection of the life, property and environment of the people, and bind the Town for the fair value thereof and if required immediately, to commandeer the same for public use;
 3. Require emergency services of any Town officer or employee and, in the event of the proclamation of a state of war emergency or a state of emergency by the Governor in the region in which this Town is located, to command the aid of as many members of this community as are deemed necessary in the execution of his or her duties; such persons shall be

Attachment 2

entitled to all privileges, benefits, and immunities as are provided by State law for registered disaster service workers;

4. Requisition necessary personnel or material of any Town department or agency;
 5. Execute all ordinary power as Town Manager, all of the special powers conferred by this chapter or by resolution or emergency plan adopted pursuant hereto, and all powers conferred upon the Director by any statute, agreement approved by the Town Council, or by any other lawful authority.
- D. The Director of Emergency Services shall designate the order of succession to that office, to take effect in the event the Director is unavailable to attend meetings and otherwise perform duties during an emergency. The order of succession shall be:
1. The Public Works Director.
 2. The Planning Director.
 3. The Administrative Services Director.
 4. The San Mateo County Sheriff's Office lieutenant for Portola Valley.
 5. The San Mateo County Sheriff's Office captain for South County.
 6. The Mayor.
 7. The Vice-Mayor.
 8. The most recent past Mayor.
 9. The remaining Council Members in order of seniority.

2.24.100 Preservation of Local Government during an Emergency—Succession

In order to preserve local government during an emergency, the Town Council shall meet as soon as possible, ascertain the damage incurred as a result of the emergency, and fill vacancies with standby officers of the Council, as prescribed by California Government Code Sections 8635 through 8644. Standby officers of the Council are the former members of the Council, beginning with the immediate past Council members, by seniority, and then to prior years, beginning with the most recent. Questions regarding the availability of Council members shall be decided by the remaining available members of said body.

2.24.110 Violations—Penalty

- A. Any person, firm or corporation violating any of the provisions of this chapter is guilty of a misdemeanor, and each such person, firm, or corporation is guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this chapter is committed, continued or permitted, and upon conviction of any such violation such person, firm, or corporation shall be punishable by a fine of not more than one thousand dollars (\$1,000.00), or by imprisonment for not more than six (6) months, or by both such fine and imprisonment.
- B. No person, firm, or corporation shall, during a period of emergency:
 1. Willfully obstruct, hinder or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him or her by virtue of this chapter;

- 2. Do any act forbidden by any lawful rule or regulation issued pursuant to this chapter, if such act is of such a nature as to give or be likely to give assistance to the enemy or imperil the lives, property or environment of inhabitants of this Town, or prevent, hinder or delay the defense or protection thereof;
- 3. Wear, carry or display, without authority, any means of identification specified by any emergency agency of the State, County or Town.

2.24.120 Expenditures

Any expenditures made in connection with such emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants, property and environment within the Town of Portola Valley.

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

#8

There are no written materials for this agenda item.

TOWN COUNCIL WEEKLY DIGEST

Friday – August 15, 2014

1. Agenda (Action) – Town Council – Wednesday, August 13, 2014
2. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, August 20, 2014
3. Agenda (Cancellation) – Planning Commission – Wednesday, August 20, 2014
4. PG&E with an update on Gas Leak – Valley Oak
5. Report from San Mateo County Sheriff's Office – Incident Log for 08/08/14 – 08/13/14
6. Bay Area Air Quality Management District – 2013 Annual Report
<http://www.baaqmd.gov/sitecore/content/Annual-Report/2013.aspx>
7. CH&W Newsletter (Update on Public Law) – Summer 2014
<http://chwlaw.us/wp-content/uploads/2014-Summer-Newsletter.pdf>
8. Bay Area Municipal Elections Committee (BAYMEC) – 2014 BAYMEC Dinner Gala
<http://www.baymec.org/>

Attached Separates (Council Only)

1. San Mateo County Sheriff's Office Crime Activity Report / April – June, 2014



TOWN OF PORTOLA VALLEY

7:00 PM – Special Meeting of the Town Council

Wednesday, August 13, 2014

Redwood Grove – Adjacent to the Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:00 PM – CALL TO ORDER AND ROLL CALL

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

Mayor Wengert absent

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/Planning Commission/ASCC Meeting Retreat of May 18, 2014
- (2) **Approval of Minutes** – Regular Town Council Meeting of July 9, 2014
- (3) **Ratification of Warrant List** – July 23, 2014
- (4) **Approval of Warrant List** – August 13, 2013
- (5) **Recommendation by Public Works Director** – Notice of Completion for the 2013/2014 Street Resurfacing Project Surface Seals No. 2013-PW02
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley to Accept the Completed Town of Portola Valley 2013/2014 Street Resurfacing Project – Surface Seals #2013-PW02 and Authorizing Final Payment to “G. Bortolotto & Co., Inc.” Concerning Such Work, and Directing the Town Clerk to File a Notice of Completion (Resolution No. 2630-2014)
- (6) **Recommendation by Sustainability and Special Projects Manager** – Proposed change to the Sustainability Committee Charter
- (7) **Report from Sustainability & Special Projects Manager** – Amendment to Agreement Between the Town of Portola Valley and Maggie Foard for coordination of the Farmers Market
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of an Agreement Between the Town of Portola Valley and Maggie Foard (Resolution No.2631-2014)
- (8) **Report from Sustainability & Special Projects Manager** – Amendment the Limited Use Parking Agreement between the Town of Portola Valley and Christ Church
- (9) **Appointment by Mayor** – Woodside Highlands Road Maintenance District President of the Board

Agenda items 1 – 9 approved 4-0

REGULAR AGENDA

- (10) **Recommendation by Town Manager** – Adoption of a Resolution Approving Amendments to the Town’s Employee Compensation Plan
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Amending the Employee Compensation Plan Effective September 1, 2014 (Resolution No. 2632-2014)

Approved 4-0

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(11) Reports from Commission and Committee Liaisons

There are no written materials for this item.

Councilmember Richards –

Planning Commission approved geological map modifications for two properties. Also approved was a variance to allow solar panels in the setback (Westridge) and a site development permit for residence in Blue Oaks.

Trails & Paths Committee noted the progress being made on driveway scoring. The recommendation on the removal of “high fire danger trees” was approved and will be forwarded to the Town Council. The committee discussed the temporary “No bicycle” signs on the Alpine Horse trail from Arastradero to Westridge. The committee will follow up to see if the signs have helped keep bicycles off the trail. The committee also discussed the bicycle/horse conflict on the trail along Alpine Road, from Portola to Los Trancos.

Councilmember Hughes –

Cable & Utilities Undergrounding Committee discussed the PG&E undergrounding project on Alpine and possible options to help fund undergrounding in town.

Conservation Committee congratulated committee member Dieter Walz for serving on the Conservation Committee since 1964. The committee reviewed a requested site development permit for a pool and pool house on Grove Drive and reviewed the application for fencing and tree planting for a property in Westridge. Resident Danna Breen was honored with a Backyard Habitat award. As part of Ecology Day on October 18th, there will be a presentation on water conservation.

Councilmember Derwin –

July 14th ASCC commission meeting approved all items with submitted changes. Plans for the detached studio and guesthouse at 455 Golden Oak will come back to two ASCC members with changes.

At the July 16th C/CAG Resource Management and Climate Protection Committee meeting there was a presentation on Community Choice Aggregation legislation, an update and presentation on the San Mateo County Energy Watch water benchmarking of all the K-12 public schools in the county, and update on SMC Energy Watch Prop 39 school support, a presentation on the State Energy Efficiency Collaborative meeting and presentation on the survey results from all the cities who used the Hara software tool for the RICAPs program.

The HEART Board meeting on July 23rd approved a loan to Habitat for Humanity for an affordable housing project in Redwood City. The Fund Development Committee is soliciting names for a keynote speaker for next year’s annual fundraising lunch. Rich Gordon sent a letter with a Prop 1C update. The RFP has gone out for a new consultant for the Opening More Doors campaign.

Menlo Park hosted the July Council of Cities dinner at Hello Startup, a new incubator on Willow Road. Several of the startup’s founders discussed their business and why it is beneficial for elected officials to encourage startups to move to their cities.

Ad-Hoc Water Conservation Task Force is moving forward with the planning and execution of their October 18 event, the writing and designing of a post card to be mailed to all residents and the building of a webpage on the town’s website.

Vice Mayor Aalfs –

Councilmember Aalfs attended a meeting with town staff and MROSD to discuss the Letters of Interest received for the Hawthorns property reuse. Subsequent to that meeting, the MROSD Board’s subcommittee met to consider the proposals and decided to recommend moving forward with a plan to restore the property and use it as a private residence.

Councilmember Aalfs and staff meet with PG&E regarding broken gas lines in the Ranch. PG&E will replace 1600 feet of main gas line on Valley Oak.

WRITTEN COMMUNICATIONS

(12) Town Council Digest – July 11, 2014

(13) Town Council Digest – July 18, 2014

(14) Town Council Digest – July 25, 2014

(15) Town Council Digest – August 1, 2014

(16) **Town Council Digest** – August 8, 2014

#12 – Councilmember Derwin asked if a response letter could be sent to the FAA – Council concurred that a response letter should be sent documenting the town’s continued support of an EIS.

ADJOURNMENT: 8:02

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
Special Bicycle, Pedestrian and Traffic
Safety Committee Meeting
Wednesday, August 20, 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 July meeting
5. Sheriff's Report – June 2014
 - 1) Updated requests for law enforcement presence, as required
6. Public Works Report
7. Interview prospective new Committee member – McQuillan
8. Review of draft Traffic Calming Policy document
9. Events and Outreach:
 - 1) 50th Anniversary Celebrations - September 21, 2014
 - 2) Need for parking assistance at 50th Anniversary Celebration
10. Other Business
11. Time and date of September meeting
12. Adjournment



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: CheyAnne Brown, Planning Technician

DATE: August 14, 2014

RE: Cancellation of Planning Commission Meeting

The Regular Meeting of the Planning Commission scheduled for Wednesday, August 20, 2014 has been cancelled. The next regular meeting of the Planning Commission is scheduled for Wednesday, September 3, 2014 at 7:30 p.m.

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

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

Date: August 14, 2014

CheyAnne Brown
Planning Technician



Update on Gas Leak on Valley Oak Street, Portola Valley

Background

On the morning of Wednesday, June 18, 2014, crews from PG&E, local fire and police responded to a report of a natural gas leak at 5 Valley Oak St. in Portola Valley. The leak was quickly controlled by squeezing the pipe on each side of the leak location and gas flow was stopped that afternoon. Repairs were made immediately and service was restored later that day. The following day, at the request of the Town of Portola Valley and PG&E's gas distribution team, a special leak survey was conducted in the Portola Valley Ranch development and school vicinity. No underground leaks were found on the main or services within the scope of the survey. Two above-ground non-hazardous leaks were found on meter set assemblies, which were promptly repaired.

Cause of Leak

The cause of the gas leak was found to be a failed joint on a 3-inch plastic main constructed in 1984. Two preliminary analyses of the failed joint were performed, one by PG&E and another by an independent, third-party laboratory. Visual inspections of the joint revealed that the joint seal had failed.

History of This Pipe Section

The 3" plastic main on Valley Oak St. in Portola Valley was installed in 1984. Our leak repair records indicate that a similar joint failure occurred in 2008 on this same 1984 plastic main. Based on these two failures, PG&E has initiated a project to replace the entire main and services associated with this particular installation. This work is limited to the 11 services connected to approximately 1600 feet of gas main under Valley Oak St., Acorn St., and Ohlone St.

PG&E also reviewed the leak history for the rest of the Town and no other relatable failures were identified.

Our Next Steps

As a result of this event, PG&E will take the following steps to ensure the safety and trust of our customers in the neighborhood:

- A monthly special leak survey of the 1984 main will be scheduled until the main and services are replaced. The most recent special leak survey was completed on August 5, 2014 with no leaks identified.
- The gas main and services within the scope of the 1984 project will be replaced. A project manager has been assigned, and engineering, estimating and permitting discussions with town staff started on July 7, and construction is scheduled to begin by late-October.
- PG&E has contracted a third party laboratory test facility (Exponent Failure Analysis Associates) to perform a failure analysis on the failed gas pipe joint. This analysis will consist of a visual, dimensional and material properties assessment to determine the root cause of the failure.

What to Expect

The replacement of this 3" gas main will require excavation and installation of the new gas main and services. During this project, residents will see PG&E and contractor trucks and equipment. Gas service interruptions are not expected during construction, but Gas Service Representatives will be available to coordinate appliance relights as needed. At times, residents may smell gas and experience construction noise. Although this is normal when crews are working, we encourage anyone who has concerns about the smell of gas to call us 24 hours a day at 1-800-743-5000. This construction project is scheduled to begin by late-October. We will update the town and the community as the project approaches and progresses.

Please remember as you are working in your yard, no project is too small to call 811. One free and easy call to 811 at least two business days before digging gets your underground utilities marked so you can dig safely!





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.

Friday 08/08/14 to Wednesday 8/13/14

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
14-6740	08/08/14 11:28 AM	Woodside Rd. Under 280 Woodside	Possession of Marijuana for Sale	A deputy conducted an enforcement stop and contacted the driver / solo occupant, who identified himself with a California driver's license. While speaking with the driver, the deputy smelled a strong odor of marijuana coming from inside the vehicle. The driver admitted to having a half pound of marijuana in the trunk, and presented the deputy with an expired medical marijuana card. Kevin Ferrari from Woodside was placed under arrest for possession for sales and transportation of marijuana. \$4,000 in cash was located in Ferrari's pocket. Ferrari was booked transported and booked into the San Mateo County Jail.
14-6750	08/08/14 1:30 PM	1300 Blk Canada Rd. Woodside	Obtain/Use Personal ID w/o Authorization	A deputy was dispatched to the report of an identity theft report. Upon my arrival, the deputy met the victims who stated that they had been notified of recent mailbox thefts via a neighborhood email. Both victims contacted the 3 credit reporting agencies to check their credit reports. Upon inspection they were able to determine that there were fraudulent activities. One of the victim's had contacted

				their bank and learned that several attempts had been made opening new credit accounts. Both victims advised that they had not sustained any loss at the time of the report.
14-6829	08/11/14 9:54 PM	State Highway 84 Woodside	Hit and Run/Non- Injury	Vehicle #1 and Vehicle #2 were racing westbound on SR-84 in the westbound lane. Vehicle #1 and Vehicle #2 passed an uninvolved vehicle (Vehicle #3) in the westbound lane while crossing over the double yellow line into the eastbound lane of traffic. Vehicle #1 sideswiped Vehicle #3 and then immediately following that collision, Vehicle #2 struck Vehicle #3 head on along the south edge of the roadway, causing minor damage to both vehicles. Vehicle #1 fled the scene.
14-6838	08/12/14 8:35AM	100 Blk. Stanford Ave. West Menlo Park	Burglary	Unknown suspect(s) entered the residence located through a locked side door. The residence is currently vacant and under construction. The suspect(s) took an unknown number of construction tools from the residence. The victim explained they would email the deputy a detailed list and values of items taken from the residence. At this time, the estimated loss is \$5400.00. The suspect(s) are still outstanding.
14-6853	08/12/14 4:07PM	3000 Blk. Partition Rd. Woodside	Burglary	A deputy was dispatched to the report of a residential burglary. Upon arrival, he met with the reporting party who stated he was the Son-In-Law of the homeowners. The deputy searched the residence and determined that no one was inside. The deputy found that the rear sliding door was smashed and that it appeared that the master bedroom was the focus of the suspect(s). It is unknown at this time what is missing until the homeowners return.
14-6868	08/13/14 5:09AM	200 Blk. Castanya Way Ladera	Grand Theft	An unknown suspect removed a bicycle valued at approximately \$7500.00 from a bike rack on the back of the victim's vehicle which was parked in the driveway of his residence. The bicycle was not locked at the time of the theft.

14-6880	08/13/14 1:24PM	100 Blk. Coquito Way Ladera	Grand Theft	Unknown suspect(s) removed three boxes from the carport of the victim's residence. The boxes were sitting outside of the victim's vehicle in the carport. One box had been delivered by FedEx on 08/12/2014, one box had been delivered by USPS on 08/12/2014 and one box contained personal items the victim had removed from her vehicle. The estimated loss at this time is \$960.00.
---------	--------------------	--------------------------------	-------------	--

TOWN COUNCIL WEEKLY DIGEST

Friday – August 22, 2014

1. Agenda – ASCC – Monday, August 25, 2014
2. Agenda – Ad-Hoc Water Conservation Task Force – Tuesday, August 26, 2014
3. Agenda – Conservation Committee – Tuesday, August 26, 2014
4. Notice of Closure – Town Hall, Monday, September 1, 2014 in observance of Labor Day
5. Report from San Mateo County Sheriff's Office – Incident Log for 08/14/14 – 08/18/14
6. Letter from California Water Service Company – Final decision on 2012 General Rate Case - August 15, 2014
7. Letter from California Water Service Company – Launching two new programs: Customer Grant and College Scholarship – August 12, 2014
8. Memo from Town Manager, Nick Pegueros re: Weekly Update – Friday, August 22, 2014

Attached Separates (Council Only)

1. The Voice Sound & Communications Newsletter – Q3 / 2014



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, August 25, 2014
Special Field Meeting (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. 1260 Westridge Drive Field meeting for consideration of corrective fencing and tree plan for the 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. Old Business:
 - a. Architectural Review for Modifications to Previously Approved Detached Guest House and Detached Studio, 465 Golden Oak Drive, Hicks
5. New Business:
 - a. Architectural Review for Carport Enclosure, 10 Franciscan Ridge, Clarkson
 - b. Architectural Review for Corrective Fencing and Tree Plan, 1260 Westridge Drive, Carano
6. Commission and Staff Reports:
7. Approval of Minutes: July 28, 2014
8. Adjournment:

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

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

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

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the 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.

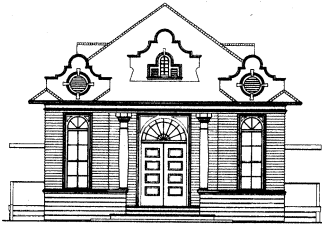
PUBLIC HEARINGS

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: August 22, 2014

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Ad-Hoc Water Conservation Task Force
Tuesday, August 26, 2014 3:00-5:00 PM
Town Hall, Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

- 1. Call To Order**
- 2. Oral Communications**
- 3. Approval of August 12 minutes**
- 4. Round Table discussion**
- 5. (45 min) Ecology & Drought Day planning – Subcommittee reports (use Matrix)**
 - a) Scheduling & Recognition – Judy**
 - b) Vendors – Lovey, Mike & Debbie, Jeff Parker, Urban Farmer (yes)**
 - c) Plants – Marge**
 - d) Promotion Al, Mike, Ann**
 - e) Refreshments, Food**
 - f) Speakers**
- 6. (20 min) Post Card design**
- 7. (20 min) Web Page design**
- 8. Discuss**
 - Topics for next meeting: September 9th**
- 9. Announcements, communications**
- 10. Adjournment**



TOWN OF PORTOLA VALLEY
Conservation Committee
Tuesday, August 26, 2014 - 7:45 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – July 22, 2014
4. Site Permits –
 New – None

 Tree Permits – None
5. Old Business
 - A. Backyard Habitat
 1. Applications
 2. Subcommittee Report / Almanac article / Award presentation
 - B. Cooperation with Trails Committee – Reilly what was Town Tree Removal Policy?
 - C. Ad-Hoc Water Conservation Task Force coordinate October 18 – DeStaebler
 Conservation Table focus on Backyard Habitat and water saving plants
 - D. Tip of the month – Murphy – Water Conservation
 - E. 50th Anniversary – Plunder Bee party?
 - F. Plant Lists – Add Danna’s suggestion to discouraged list?
6. New Business
7. Action Plan
8. Announcements
9. Adjournment

PORTOLA VALLEY TOWN HALL



WILL BE CLOSED

**Monday,
September 1, 2014**

In observance of Labor Day

In Case of Emergency: Sheriff's Office: 911



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.

Thursday 08/14/14 to Monday 08/18/14

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
14-6928	08/14/14 12:02PM	La Honda Rd. / Portola Rd. Woodside	Traffic Accident – Minor Injury	A deputy responded to a report of an injury collision. Upon arrival, the deputy made contact with the driver of Vehicle #1 and only person involved in the collision. The driver had a small laceration on his right knee and complained of no other injuries. The driver was eventually transported to the Palo Alto VA hospital for precautionary purposes.
14-6932	08/14/14 3:45PM	4200 Blk. Farm Hill Blvd. Woodside	Drive w/ Suspended License	The suspect was stopped for a vehicle code violation. A DMV/Records check was conducted and County Communications advised the deputy that the suspect had a suspended driver's license. The suspect admitted that he knew about the suspension. The suspect was issued a citation and released from the scene. The vehicle was towed.
14-6947	08/15/14 8:07AM	2000 Blk. Valparaiso Ave. West Menlo Park	Burglary	Unknown suspect(s) entered the residence located through a locked garage door. The residence is currently vacant, under construction, and the perimeter is surrounded by a chain link fence. The suspect(s) took approximately \$3,400 of

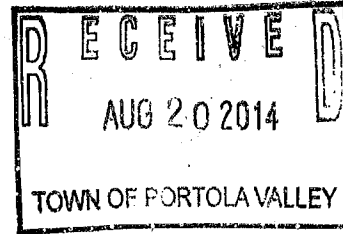
				construction tools from the residence. The suspect(s) are still outstanding.
14-6951	08/15/14 10:40AM	300 Blk. Portola Rd. Portola Valley	Battery	The victim stated that after a small argument his co-worker punched him in the lip and then left the area. The victim refused medical aid. The suspect is going to be terminated from his job, and will be prosecuted for Battery.
14-6955	08/15/14 12:00PM	300 Blk. Mountain Home Court Woodside	Theft / Forgery	The victim had her Visa debit card fraudulently used by an unknown suspect on the Internet. The suspect had ordered an unknown item, valued at approximately \$326.97 from the "Musician's Friend" store located in Utah. Following reporting the crime to Law Enforcement, the victim was going to speak with Chase and immediately have the debit card cancelled and a new number/card re-issued.
14-6967	08/15/14 4:27PM	200 Blk. Willowbrook Dr. Portola Valley	Traffic Accident / No Injuries	Driver #1 was traveling southbound on Willowbrook Drive and for unknown reasons his driver's side airbag deployed causing him to lose control of his truck. Vehicle #1 leaves the roadway striking a tree and then ricocheting into a brick mailbox foundation where it came to rest. Driver #1's vehicle had to be towed.
14-6976		Woodside	Traffic Accident – Major Injuries	Driver #1 was traveling W/B on State Route 84 at a high rate of speed that was unsafe for the road conditions. Driver #1 was unable to maintain his vehicle safely on the roadway due to the sharp turns on this particular stretch of highway. As a result of not being able to maintain a safe speed, Driver #1 drove his vehicle off the North shoulder of the roadway and down a steep embankment. Driver #1 struck a tree and the vehicle was facing N/B down into a steep woody embankment. There were no other vehicles involved in this collision. Driver #1 sustained minor lacerations to both his arms and complaint of pain to his neck. Vehicle #1 was also occupied by a Passenger #1 who was seated in the front passenger seat of the vehicle. Passenger #1 sustained major injury to his right arm and lacerations to his forehead. Both

				the driver and the passenger were transported to Stanford Hospital where they were treated for their injuries.
14-7020	08/17/14 3:35PM	2000 Blk. Portola Rd. Woodside	Traffic Accident – Minor Injury	A deputy responded to the report of an injury collision. Upon arrival the deputy made contact with the driver of Vehicle #1 who was the only person involved in the collision. The driver had a small laceration on his right knee and complained of no other injuries. The driver was transported to the Palo Alto VA hospital for precautionary purposes. The driver stated he was driving at approximately 25 MPH. The driver stated he was going at a slow rate of speed because he was just learning to ride his new motorcycle. The driver felt he lost control of vehicle #1 causing him to fall over.
14-7038	08/18/14 1:07PM	Canada Lane / Woodside Rd. Woodside	Reckless Driving	A deputy noticed a motorcycle (Vehicle #1), traveling southbound on Canada Rd. The deputy observed Vehicle #1 cross over painted double yellow lines and proceeds southbound in the northbound lanes of Canada Rd. Vehicle #1 also ran the stop sign at the intersection of Canada and Glenwood Drive. While crossing the double yellow lines and driving on the wrong side of the roadway Vehicle #1 did not have a turn signal activated. The deputy attempted to pace Vehicle #1; however it began pulling away from him when he reached 50 MPH. The deputy affected a traffic stop behind Veh-1 and contacted the driver and only subject on the motorcycle. Based on the violations, the driver was issued a citation and released from the scene



August 15, 2014

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



Dear Council Member Derwin:

At its meeting on August 14, the California Public Utilities Commission (CPUC) issued a final decision on California Water Service Company's 2012 General Rate Case, setting water utility rates for 2014 to 2016 and increasing discounts for low-income customers.

The decision marks the end of a rigorous, 25-month review of Cal Water's operations, costs, and proposed water system improvements by the CPUC's Water Division and Office of Ratepayer Advocates. Cal Water is required to undergo this review process every three years to ensure that rates accurately reflect the costs of providing water utility service. The next required rate review will begin in 2015 and end in 2017.

The final decision essentially approves the Settlement Agreement reached after 26 weeks of deliberations between Cal Water, the CPUC, and numerous other parties to the case. The agreed-upon increase in water utility rates will enable us to continue providing customers with safe, reliable service. It reflects the costs of necessary water system improvements, as well as higher costs associated with operating and maintaining the water system, including preventative maintenance, materials, water production, and water testing and treatment.

The new rates become effective on August 29, 2014, when the typical residential customer using an average of 17,952 gallons of water per month (24 Ccf) will see water utility charges of \$134.78 in 2014, with smaller, inflationary-type increases in 2015 and 2016. Customers enrolled in our Low-Income Rate Assistance program and who use the typical amount of water will see water utility charges of \$124.98 in 2014. Additionally, because the new rates were scheduled to become effective on January 1, 2014, the CPUC has authorized Cal Water to recover the difference between previous rates and new rates via a temporary surcharge that will begin in mid-September.

We work diligently to operate as efficiently as possible to maintain affordable rates; we recognize that this will continue to be critical as we, like water utilities throughout the country, face rising costs associated with maintaining infrastructure, securing adequate supplies, and delivering safe water.

I would be more than happy to meet with you to provide you with additional details about the decision and answer any questions you may have. Please feel free to call me at (650) 561-9709 so that we can find a mutually agreeable date and time to meet.

I look forward to hearing from you.

Tony Carrasco
 District Manager, Bear Gulch District



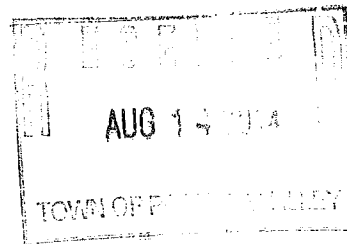
CALIFORNIA WATER SERVICE COMPANY

3525 ALAMEDA DE LAS PULGAS #A • MENLO PARK, CA 94025
(650) 561-9709 • FAX (650) 561-9723

BEAR GULCH DISTRICT

August 12, 2014

Town of Portola Valley
765 Portola Road
Portola Valley, Ca. 94028
City Manager



Dear City Manager:

I have some exciting news to share with you. As part of our ongoing commitment to our customers and The communities we serve, California Water Service Company (Cal Water) is launching two new Programs: a customer grant program and a college scholarship program. Both programs are funded by contributions from Cal Water's shareholders, not by ratepayers.

The Cal Water Cares Grant Program is designed to assist customers who are having difficulty paying their water utility bill because of an economic or other unique hardship, such as the loss of a job. Eligible Cal Water single-family, residential customers will be able to receive a grant of up to \$200 once every 12 months. Upon approval, the grant funds would be applied to the customer's account balance. Cal Water has partnered with Dollar Energy Fund, a not-for-profit organization that administers one of the largest hardship funds in the country, to manage the program. Additionally, we are partnering with local non-profit organizations that will serve as intake locations for our customers and assist them with the application process. This new program builds upon our existing efforts to assist our customers, including our Low-Income Rate Assistance program that provides eligible customers with a discount on their monthly water utility bill. Most notably, we believe that Cal Water is the first water utility regulated by the California Public Utilities Commission to offer such a grant program.

The Cal Water Cares Scholarship Program will assist students residing within our service areas who plan To continue their education in college or vocational school programs. Scholarships will be offered each year for full-time study at an accredited institution of the student's choice. Two top awards of \$10,000 each will be granted to students demonstrating financial need. One of the top awards will be based on academic achievement. The second top award will be based on community service. All other awards will range from \$1,000 to \$5,000 each, depending on financial need. Cal Water has partnered with Scholarship Management Services, the nation's largest manager of scholarship programs, to administer the program. As with the grant program, we believe that Cal Water is the first water utility regulated by the California Public Utilities Commission to offer such a program.

We are excited about these programs and believe that they will be uniquely beneficial to our customers. Please feel free to call me at #650-561-9709 if you would like any additional information about these programs.

Respectfully,

Lawrence J. Mathias
Customer Service Manager



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: August 22, 2014
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended August 22, 2014.

1. **Meeting with Sheriff's Office on Automated License Plate Readers (ALPR)** – Craig Hughes, Gary Nielsen, Leigh Prince, Howard and I met with representatives from the Sheriff's Office regarding ALPRs in Portola Valley. The conversation provided a background on 1) how ALPRs work; 2) who has access to the data captured by the ALPR; 3) how the data can be used; and 4) the retention schedule for the data. The group asked the SO to provide several pieces of information: specific privacy policies and audit procedures, impact of ALPRs on crime statistics, and possible locations for permanent ALPR installations if the Town Council decides to pursue this matter. The SO is tentatively scheduled to provide an information report to the Town Council on October 8th. Based on the Town Council's direction at that meeting, staff could return at a future date to adopt a policy regarding ALPRs. Both meetings will be well-noticed to promote public awareness of this important issue.
2. **New Planning Director's First Week** – Debbie Pedro's first day was Monday and she has had her hands full getting situated. In accordance with the Planning Director job description, Debbie has been designated Town Planner and Karen Kristiansson will return to the position of Deputy Town Planner.
3. **Getting Ready for the First Day of School** – Howard and his crew have done an outstanding job getting the roadways and trails spruced up for the first day of school on Monday. I have also asked the Sheriff's Office to have a highly visible presence to discourage drivers from violating traffic rules.

TOWN COUNCIL WEEKLY DIGEST

Friday – August 29, 2014

1. Agenda (Action) – ASCC – Monday, August 25, 2014
2. Agenda (Cancellation) – Parks & Recreation Committee – Monday, September 1, 2014
3. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, September 3, 2014
4. Agenda (Cancellation) – Planning Commission – Wednesday, September 3, 2014
5. Email from Town Manager re: Earthquake Follow-up
6. Letter to residents from Public Works Director re: Upper Alpine Road Bank Protection Project
7. Memo from Sustainability & Special Projects Manager re: Notice from CalWater
8. Monthly Meeting Schedule for September 2014
9. Report from San Mateo County Sheriff's Office – Incident Log for 08/19/14 – 08/25/14
10. California Housing Partnership Corporation – August 2014
11. HEART – Annual Report for 2013
12. Invitation to County of San Mateo Education Course "Civics 101"
13. Letter from Greg Fontana to the Town Council re: Concerns about SB1221
14. Memo from Town Manager, Nick Pegueros re: Weekly Update – Friday, August 29, 2014

Attached Separates (Council Only)

1. None



TOWN OF PORTOLA VALLEY
 ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
 Monday, August 25, 2014
Special Field Meeting (time and place as listed herein)
 7:30 PM – Regular ASCC Meeting
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

ACTION

SPECIAL ASCC FIELD MEETING*

4:00 p.m. 1260 Westridge Drive Field meeting for consideration of corrective fencing and tree plan for the property. (ASCC review to continue at Regular Meeting)

7:30 PM – REGULAR AGENDA*

1. Call to Order: 7:30 p.m.
2. Roll Call: Breen, Clark, Harrell, Koch, Ross (**All present. Also present: Debbie Pedro, Planning Director; Karen Kristiansson, Deputy Town Planner; Carol Borck, Assistant Planner; MaryAnn Derwin, Town Council Liaison**)
3. Oral Communications: **None.**

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

4. Old Business:
 - a. Architectural Review for Modifications to Previously Approved Detached Guest House and Detached Studio, 465 Golden Oak Drive, Hicks. **Modifications approved as submitted.**
5. New Business:
 - a. Architectural Review for Carport Enclosure, 10 Franciscan Ridge, Clarkson. **Project approved as submitted.**
 - b. Architectural Review for Corrective Fencing and Tree Plan, 1260 Westridge Drive, Carano. **Project approved subject to conditions to be met to the satisfaction of two designated ASCC members or Planning staff.**
6. Commission and Staff Reports:

Koch and Clark reported that they had reviewed changes to the lighting plan for 5 Naranja and approved two additional lights after determining that they would not be visible to the neighbor.

Harrell noted that the Ranch is looking closely at wildlife-urban interface requirements and fire prevention and guidelines, and asked about Town efforts. Clark provided information about Building Code requirements, and Kristiansson advised that the Town had prepared a fire map and fire guidelines a number of years ago, along with a

biological resources study. Murphy noted that the Conservation Committee sponsored an evening event focused on balancing fire prevention and biological resources three years ago and suggested that it could be repeated if desired.

Breen reported that the fire station had installed native landscaping to replace the lawn out front, and they should be commended. She also noted that utility lines now appear to have visually intrusive covers along Willowbrook and in other locations, and that the Town should discourage these whenever possible.

Pedro updated the ASCC on discussions between Town staff and the owner and neighbors of the observatory building on Minoca, noting that the owner and neighbors were discussing voluntary mitigation measures.

7. Approval of Minutes: July 28, 2014 **Approved as submitted.**
8. Adjournment: **8:43 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: August 22, 2014

CheyAnne Brown
Planning Technician



Parks & Recreation Committee
Notice of Cancellation
Monday, September 1, 2014

PARKS AND RECREATION COMMITTEE MEETING

NOTICE OF CANCELLATION

Monday, September 1, 2014

The regular meeting of the Parks & Recreation Committee, scheduled for Monday, September 1, 2014 has been cancelled.



TOWN OF PORTOLA VALLEY
Special Bicycle, Pedestrian and Traffic
Safety Committee Meeting
Wednesday, September 3, 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 August meeting
5. Sheriff's Report
 - 1) Updated requests for law enforcement presence, as required
6. Public Works Report
 - 1) Windy Hill parking controls
 - 2) Shoulder lane (Bike lane) study
 - 3) Traffic studies by San Mateo County regarding Alpine & I-280 interchange
7. Vote to approve new member – Deidre McQuillan
8. General Items:
 - 1) Update on Traffic Calming policy document
 - 2) Update on Crosswalk policy document
 - 3) Sidewalk Maintenance requests – Angela Hey
9. Update on Outreach, events & teaching programs
 - Bike and Walk to School Days
10. Other Business
 - Outreach to prospective new BPTS Membership
11. Time and date for October 2014 meeting
12. Adjournment



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: CheyAnne Brown, Planning Technician

DATE: August 28, 2014

RE: Cancellation of Planning Commission Meeting

The Regular Meeting of the Planning Commission scheduled for Wednesday, September 3, 2014 has been cancelled. The next regular meeting of the Planning Commission is scheduled for Wednesday, September 17, 2014 at 7:30 p.m.

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

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

Date: August 28, 2014

CheyAnne Brown
Planning Technician

Sharon Hanlon

Subject: Earthquake followup

From: Nick Pegueros

Sent: Sunday, August 24, 2014 11:47 AM

To: Ann Wengert; Jeff Aalfs; Maryann Derwin; Craig Hughes (chughes@portolavalley.net); John Richards

Cc: Howard Young; Sharon Hanlon

Subject: Earthquake followup

Good morning,

Howard and Bud Eisberg inspected Town Center and the drove the main roadways in town this morning to assess the impact of the quake on town facilities. Based on their inspection, there is no apparent damage. Tomorrow the public works committee will be asked to drive their assigned sections of town to confirm that there is no damage in the neighborhoods but, for now, it appears that we made it through the quake unscathed.

While images of the damage in Napa are fresh in everyone's mind, we will post a reminder for personal emergency preparedness to town residents early this week.

Have a great Sunday,
Nick

August 26, 2014

**Re: Notice of Upper Alpine Road Bank Protection Project
5500 block of Alpine Road - September 8, 2014 – October 31, 2014**

Dear Resident:

The purpose of this letter is to notify you that the Town of Portola Valley will be performing a road bank protection project on a short 100' stretch of upper Alpine Road just uphill of the green gates near the 5500 block area. Work is scheduled to take place between the dates listed above, weather permitting. The repairs will include drilling and installing piers along the roadside to reinforce the roadway bank and paving a new road surface.

As you are aware, this section of Alpine Road is extremely narrow. **Due to the very limited work space and heavy machinery involved in the project, it will be necessary to close the roadway and trail on certain days to through traffic during the work hours of Monday-Friday 8:15am-5:00pm.** Due to the lack of turn around space for vehicles, detour signs will be placed well in advanced at the intersections of Alpine/Willowbrook and Alpine/Joaquin.

In addition, you may have also received a notice from the County of San Mateo Public Works Department about a separate roadway protection project they are performing on Alpine Road towards Joaquin Road in the unincorporated area. That project is scheduled for August 19, 2014 to October 31, 2014. The Town will be coordinating traffic control with San Mateo County Public Works to minimize inconveniences but we still ask residents to plan ahead. San Mateo County Public Works, Robert Enriquez can be reached at 650-363-4100.

We are aware there will be residents who will be inconvenienced by this work and we ask for your advanced planning, cooperation, and understanding. The construction window for these types of projects are subject to State regulatory requirements due to the nature of the surroundings and weather constraints. This project will result in a retaining structure and bank protection that will help mitigate potential erosion of the roadway. It is our intention to complete this work prior to the rainy season.

Additional information, updated project schedules, and traffic detour plans will be available on the Towns website at <http://www.portolavalley.net> under information for residents, Public Works projects. If you reside in this area, we encourage you to contact us so we can keep you posted on any traffic control updates. If you have any questions about the project, please call 650-851-1700 x 217 or email ajen@portolavalley.net or me hyoung@portolavalley.net. During construction activities, the inspector Tom Anderson can be reached at 831-915-3395.

Sincerely,

Howard Young
Public Works Director

Cc: Public Works Committee
Woodside Fire Dept.
Sheriff Dept.

Green Waste Recovery
San Mateo County Public Works Dept., R. Enriquez



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garmeaux, Sustainability & Special Projects Manager

DATE: August 29, 2014

RE: Notice from CalWater

Staff would like to make the Council aware of the attached notice sent by CalWater via email to its e-billing customers on Tuesday, August 27th. The notice informs customers of prohibited water uses established by the State Water Resources Control Board in July 2014 in response to severe drought conditions.

Brandi de Garmeaux

From: noreply@calwater.com
Sent: Tuesday, August 26, 2014 2:10 PM
To: Brandi de Garmeaux
Subject: Portal (ebilling) Security Changes



How State Water Conservation Regulations Affect Cal Water Customers

The California Public Utilities Commission (CPUC) has adopted a resolution requiring us to notify you of four prohibited water uses established by the State Water Resources Control Board in July 2014 in response to severe drought conditions:

1. Do not apply potable water to outdoor landscapes in a manner that causes runoff onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures.
2. Do not wash a motor vehicle with potable water using a water hose, unless that hose is fitted with a shut-off nozzle or another attachment that stops water from flowing when the hose is not immediately in use.
3. Do not use potable water on any driveways and sidewalks.
4. Do not use potable water in a fountain or other decorative water feature, unless the water is part of a recirculating system.

The CPUC also authorized us to use various tools to enforce these restrictions, including flow-restricting devices and discontinuance of service. Local enforcement agencies may also impose fines of up to \$500. We prefer to avoid using these enforcement tools if at all possible; however, we will be required to take action if a customer repeatedly violates these restrictions.

Please visit www.calwater.com/drought for updated information about the prohibited water uses, other unauthorized water uses, and mandatory outdoor irrigation restrictions in our Water Conservation and Rationing Plan (Rule 14.1 in our tariff). We also encourage you to take advantage of conservation programs available to Cal Water customers and listed on our web site.

Please do not reply to this e-mail. If you need assistance, please contact us at www.calwater.com/contact-us

Town of Portola Valley

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

SEPTEMBER 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, September 10, 2014

Wednesday, September 24, 2014

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

Council Liaison – John Richards (for months July, August, September)

Wednesday, September 3, 2014- Cancelled

Wednesday, September 17, 2014

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

Council Liaison – Maryann Derwin (for months July, August, September)

Monday, September 8, 2014

Monday, September 22, 2014

AD-HOC WATER CONSERVATION TASK FORCE

Tuesday, September 9, 2014 – 3:00 PM / Town Hall Conference Room

Tuesday, September 23, 2014 – 3:00 PM / Town Hall Conference Room

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

Council Liaison – Maryann Derwin

Wednesday, September 3, 2014

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

Council Liaison – Craig Hughes

Thursday, September 11, 2014

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

Council Liaison – John Richards

Tuesday, September 23, 2014

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

Council Liaison – John Richards

Thursday, September 11, 2014

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

Conference Room at Town Hall

Council Liaison – John Richards

Thursday, September 11, 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, September 1, 2014 - Cancelled

PUBLIC WORKS COMMITTEE

Council Liaison – Jeff Aalfs

As announced

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

Council Liaison – Maryann Derwin

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, September 9, 2014 – 8:15 AM



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 08/19/14 to Monday 08/25/14

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
14-7127	08/20/14 9:35PM	3000 Blk. Alpine Rd. Ladera	Drunk in Public	Rick Trenner from Portola Valley was arrested for being drunk in public and unable to care for himself. He was transported and booked into the San Mateo County Jail. He was released when sober.
14-7134	08/21/14 1:09AM	3000 Blk. Alpine Rd. Portola Valley	DUI Alcohol / Drugs	A vehicle was observed speeding and crossing over into oncoming traffic, northbound on the 3300 block of Alpine Road. An enforcement stop was conducted and upon contacting the driver, the deputy smelled the odor of an alcoholic beverage coming from inside the vehicle. Upon completing a series of field sobriety tests, it was determined that the driver was under the influence of alcohol. Elizabeth Echerd from Los Altos was placed under arrest and transported to the Maguire Correctional Facility.
14-7229	08/24/14 11:46AM	La Honda Rd. / Skyline Blvd Woodside	False ID	The suspect was contacted during a bicycle stop for running a stop sign at northbound Highway 35 to eastbound Highway 84. The suspect identified himself to deputies using a false name, date of birth and address. Keigo Goto

				was arrested and released on a citation.
14-7233	08/24/14 1:02PM	W/B Woodside and Highway 280 Woodside	Traffic Accident – No Injuries	Driver #1 was traveling eastbound on S.R. 84 when her vehicle crossed over the double yellow line into the westbound lane of traffic. As a result, the left front portion of Vehicle #1 collided with the left front portion of Vehicle #2. Driver #2's vehicle sustained moderate front end damage and was towed from the scene. Driver #1's vehicle also sustained minor front end damage but was able to be driven from the scene.
14-7236	08/24/14 2:53PM	3600 Blk. Alpine Rd. Portola Valley	Traffic Accident – Minor Injury	Driver #1 completed a turning movement while operating Vehicle #1 and collided with Driver #2 while he was riding Vehicle #2. Vehicle #1 suffered minor damage as a result of this collision and was driven from the scene by Driver #1. Vehicle #2 suffered moderate damage to the front forks and was transported from the scene by Woodside Fire personnel. Driver #2 was transported to Stanford Hospital for further medical evaluation and treatment for injuries sustained during this collision.

HOW SAN MATEO COUNTY'S HOUSING MARKET IS FAILING TO MEET THE NEEDS OF LOW-INCOME FAMILIES

RECOMMENDATIONS TO THE LEADERS OF THE STATE OF CALIFORNIA AND SAN MATEO COUNTY

There are simply not enough homes in San Mateo County affordable to the low-income families who live there. Many of these families live in unhealthy or unsafe conditions, crowd multiple people into each room, and still pay more than 50 percent of their income on rent. The following report describes the magnitude of the shortfall, highlights those who are affected by cuts to housing programs, and recommends local policy solutions to help mitigate the impact of San Mateo County's affordable housing crisis.

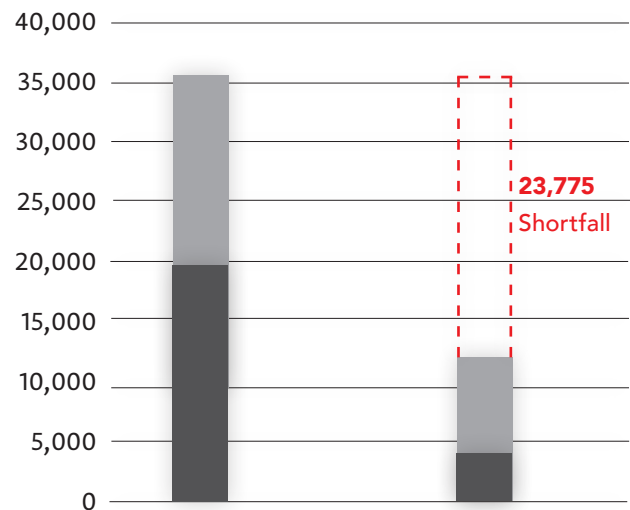
KEY ELEMENTS OF SAN MATEO COUNTY'S AFFORDABLE HOUSING MARKET FAILURE:

- There is a **shortfall of 23,775 homes** affordable and available to San Mateo County's very low-income (VLI) and extremely low-income (ELI) households.
- By 2012, median rents in San Mateo County increased 4 percent over the already high rents reached during the dot com boom in 2000. **Median income declined by 15 percent** over the same period, significantly driving up the percentage of income that households must spend on rent.

88% of very low-income households in San Mateo County spend more than 30% of their income on rent.

SOURCE: NLIHC Analysis of 2012 American Community Survey PUMS data

FIGURE 1: SHORTFALL OF AFFORDABLE AND AVAILABLE HOMES IN SAN MATEO COUNTY



Number of Very and Extremely Low-Income Households

Rental Housing with Rents Affordable to VLI and ELI renters

Very Low-Income

Extremely Low-Income

SOURCE: CHPC Analysis of 2007-2011 CHAS data

THE HOUSING MARKET HAS FAILED TO MEET THE NEEDS OF AN ENTIRE SEGMENT OF SAN MATEO COUNTY'S POPULATION

Rent is considered affordable when it consumes no more than 30 percent of household income. San Mateo County is home to 19,465 extremely low-income (ELI) renter households—those earning 30 percent or less of the metro area’s median income. There are affordable homes for fewer than two out of ten of these ELI households.¹ Very low-income (VLI) households, those who earn up to half of the area’s median income, fair only slightly better; there are homes with affordable rents for fewer than four out of ten VLI households in the county.

In the San Mateo County Metro Area (which includes San Francisco and Marin), there are 405,803 working adults earning less than half of the area median income. TABLE 1 provides examples of working VLI adults in San Mateo, San Francisco, and Marin counties who earn far less than the income required to afford a two-bedroom apartment.

While increasing the minimum wage would certainly help, the affordable housing shortfall cannot be offset by living-wage initiatives alone.

RENTS ARE HIGH AND RISING, ESPECIALLY IN RELATION TO STAGNANT OR DECLINING INCOMES

Rents in San Mateo County are high and have remained so in spite of the Great Recession. According to recent analysis by the National Low Income Housing Coalition, San Mateo County -- along with San Francisco and Marin -- is the most expensive rental housing market in the country.³

Census data shows that in the year 2012, median rents in San Mateo County had increased 4 percent over the already high rents reached during the dot com boom in 2000. Median income declined by 15 percent over the same period, significantly driving up the percentage of income that households must spend on rent. FIGURE 3 shows the imbalance between the growth in median rents and the decline in median income since 2000.

Rents increase in response to demand. While the overall population in San Mateo increased by just 3 percent between 2006 and 2012, the percentage of households in the rental market increased by 19 percent.⁴ Unless more affordable rental homes are added to the housing stock, rents will likely continue to rise.

TABLE 1 : WHO IS BEING LEFT OUT OF SAN MATEO'S HOUSING MARKET?

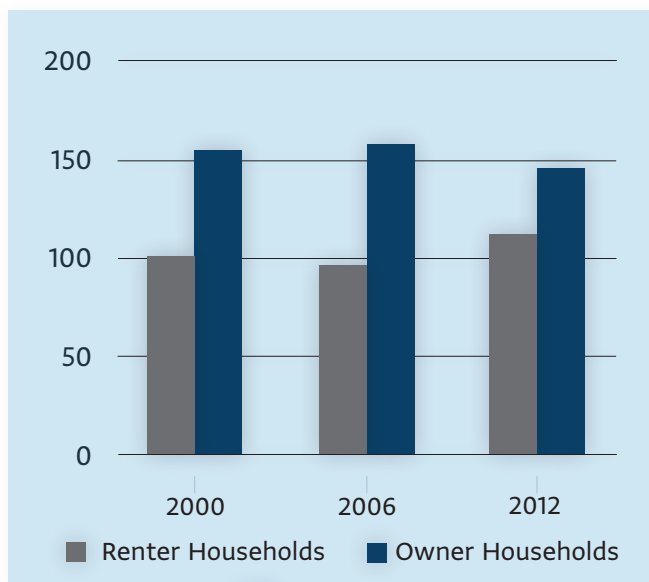
50% of HUD Area Median Income (AMI) in San Mateo Co. for a 3-person household: **\$49,850**
 Total workers earning < 50% AMI: **405,803**

Salary needed to afford Fair Market Rent: **\$78,240**

JOB CATEGORY	MEDIAN INCOME IN SAN MATEO METRO AREA
School Social Worker	\$46,910
Medical Assistant	\$40,940
Preschool Teacher	\$35,870
Hair Stylist	\$30,360
Home Health Aide	\$24,710
Cashier	\$23,800

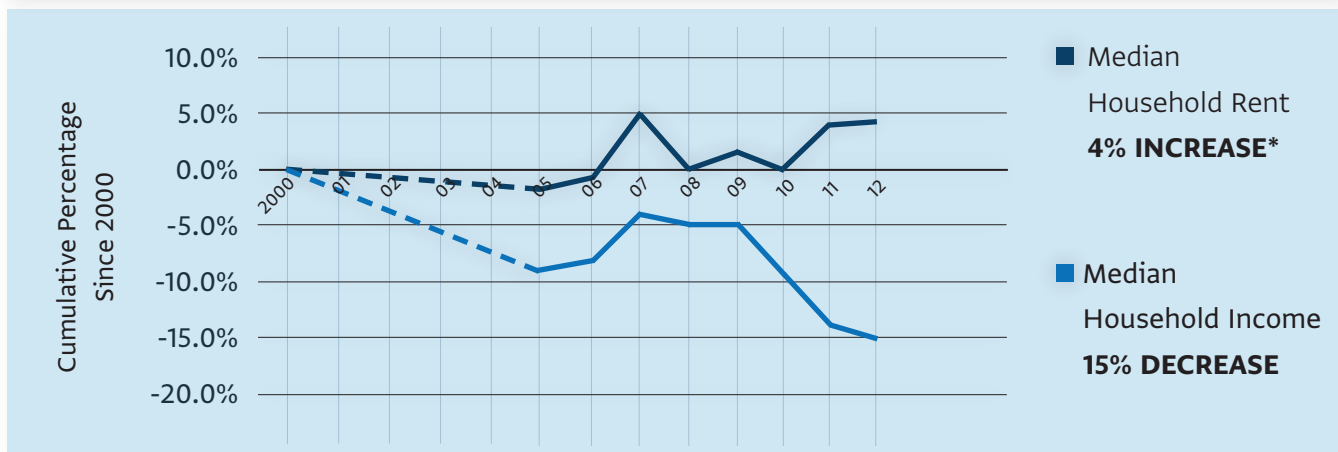
SOURCE: See Endnote 2

FIGURE 2 : CHANGE IN OWNER AND RENTER HOUSEHOLDS (in thousands)



SOURCE: 2000 Census, 2006 1-year ACS, 2012 1-year ACS

FIGURE 3 : CUMULATIVE PERCENTAGE CHANGE IN INFLATION-ADJUSTED MEDIAN INCOME AND MEDIAN GROSS RENT PAID IN SAN MATEO COUNTY 2000 TO 2012



SOURCES: US Census 2000 and American Community Survey 2005-2012. Median rents and incomes for 2001-2004 are estimated.

* Data only available through 2012. Rents in San Mateo County have continued to rise significantly in 2013-2014.

LOCAL, STATE, AND FEDERAL DISINVESTMENT IN AFFORDABLE HOUSING HAS EXACERBATED THE HOUSING MARKET’S FAILURE TO PROVIDE FOR LOW-INCOME FAMILIES

Even as San Mateo County’s shortfall of affordable homes has become more acute, the state has reduced its direct funding for affordable housing dramatically. State Housing Bonds funded by Propositions 1C and 46 are exhausted, meaning the elimination of nearly \$16 million in investment to provide homes to low- and moderate-income households in San Mateo. The elimination of Redevelopment funds led to a loss of

more than \$25 million annually in local investment in the production and preservation of affordable homes in San Mateo County.

Exacerbating the state cuts is the simultaneous disinvestment in affordable housing by the federal government. Cuts to HOME and Community Development Block Grants (CDBG) have resulted in the loss of another \$2.3 million in annual funding. TABLE 2 highlights the loss of state and federal funding for affordable homes in San Mateo since 2008.

85% DECREASE
in state and federal funding for affordable homes in San Mateo since 2008.

TABLE 2 : CHANGE IN SAN MATEO COUNTY’S MAJOR AFFORDABLE HOUSING FUNDING SOURCES FY 2007/08 TO 2012/13*

FUNDING SOURCES	FY 2007/2008	FY 2012/2013	% CHANGE
State Housing Bonds Prop. 46 and Prop. 1C*	\$16,938,549	\$1,000,000	-94%
Redevelopment Funds for Affordable Housing	\$25,593,293	\$0	-100%
Federal CDBG Funds	\$6,129,583	\$5,219,900	-15%
Federal HOME Funds	\$3,015,716	\$1,596,180	-47%
Total	\$ 51,677,141	\$ 7,816,080	-85%

SOURCES: CHPC tabulations of HCD’s Annual Report of Financial Assistance Programs and Redevelopment Housing Activities Report.

*Prop. 46 and Prop. 1C spending for FY 2007/2008 and 2012/2013 provided by HCD.

RECOMMENDATIONS to the leaders of the State of California, San Mateo County, and local jurisdictions

If California is to rebuild a strong and diverse economy that includes low- and moderate-income households, the state must reinvest in affordable homes and develop responsive policy. Simply allowing a broken housing market to run its course is impoverishing and driving away our low-wage workforce, undermining GHG-reduction goals, and forcing seniors, veterans, and people with disabilities into shelters and emergency rooms, costing local governments five to ten times more in service costs.

STATEWIDE Policy Recommendations

1. Replace the exhausted state housing bonds (Propositions 46 and 1C) by:
 - Passing legislation to create a permanent source of funding at the state level for the production and preservation of affordable homes.
 - Continue investing at least \$100 million per year in general funds in existing state affordable housing programs.
2. Give local governments tools to replace lost funding and meet obligations to create and preserve affordable homes by:
 - Lowering the voter threshold required to pass infrastructure bonds for housing, transportation, and parks from two-thirds to 55 percent, the same as it is for school bonds.
 - Authorizing a new local Tax Increment Financing (TIF) program to fund investment in basic infrastructure including transportation, housing, and parks.
 - Permitting local jurisdictions to require that new housing developments include a percentage of homes affordable to low- and moderate-income households.
3. Continue to invest a minimum of 10 percent of Cap-and-Trade auction revenues in the production and preservation of affordable homes that help California meet its GHG reduction targets.⁵

LOCAL Policy Recommendations

1. Ensure that Housing Elements identify an adequate supply of affordable housing development sites competitive for Low Income Housing Tax Credits.
2. Prioritize use of publicly-owned sites that are surplus or under-utilized for affordable housing.
3. Set aside one-time AND recurring residual Tax Increment funds for affordable housing.
4. Implement new or update existing housing impact and commercial linkage fees that fund affordable housing.
5. Allow affordable housing development by right, using tools such as affordable housing overlay zones, especially in Priority Development Areas and the Grand Boulevard Corridor.
6. Prevent displacement by:
 - Adopting rent stabilization ordinances that set maximum annual rent increases on older rental housing stock.
 - Preserving existing affordable homes such as mobile home parks and deed-restricted units with expiring contracts.

For more information about local policy solutions in San Mateo County, contact:



¹ California Housing Partnership analysis of 2007-2011 CHAS data.

² TABLE 1 Sources: CHPC Analysis of U.S. Department of Housing and Urban Development Section 8 Income Limits for 2014; Bureau of Labor Statistics 2012 Occupational Employment Statistics from San Mateo County, San Francisco County, and Marin; National Low Income Housing Coalition. "Out of Reach," 2014, salary needed to afford the Fair Market Rent for a two-bedroom apartment in San Mateo County.

³ National Low Income Housing Coalition. "Out of Reach," 2014.

⁴ California Housing Partnership Analysis of 2006 1-year American Community Survey (ACS) and 2012 1-year ACS.

⁵ California Housing Partnership has authored and co-authored several reports on the environmental and social benefits of locating affordable homes near transit. A list of reports can be found at <http://www.chpc.net/GREEN/Publications.html>.



August 18, 2014

Dear Friend of HEART,

We are pleased to send you HEART's Annual Report for fiscal year 2013. As rents and the cost of starter homes explode again in the Bay Area, HEART continues to fund solutions. By raising and lending money as a community loan fund, HEART is an important part of the San Mateo County community's response to our most pressing housing needs.

HEART's unique public/private partnership has created and manages two programs: downpayment assistance loans for homebuyers and loans to developers for new rental construction. As of today, **HEART has invested over \$12.4 million to build, renovate, or purchase 954 homes.** By leveraging our funds by \$26 for every dollar donated to HEART, this represents a total of \$223.3 million in new construction.

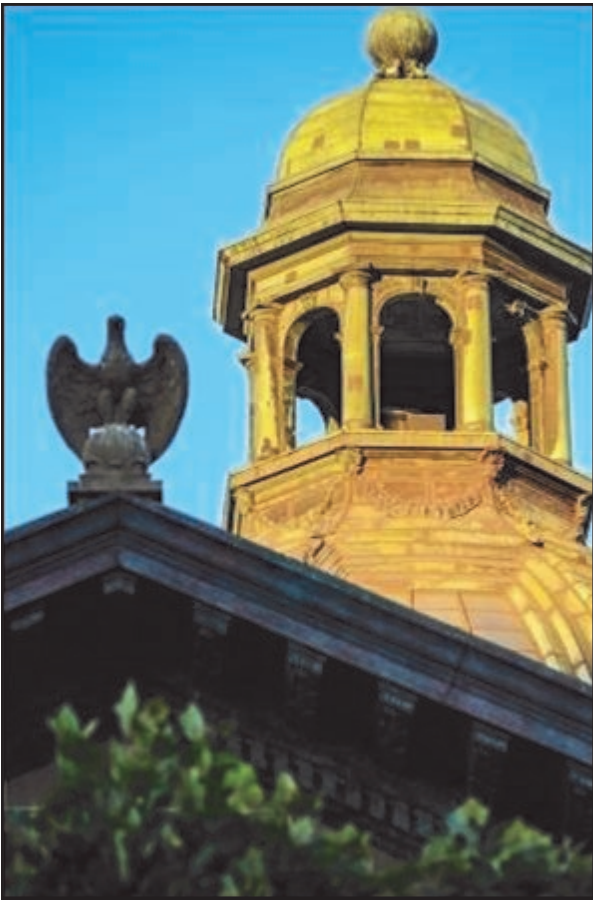
- HEART's "Opening Doors in Our Community" downpayment assistance program offers loans up to \$75,000 so that well qualified; first-time or "move-closer" employees can buy a home with a 5% down payment and no Private Mortgage Insurance (PMI). So far, we have loaned over \$2.8 million to 54 families. ***We are lending! – check out our website at www.heartofsmc.org.***
- HEART has loaned \$9.5M to fund the construction or preservation of 906 affordable apartments for working families and seniors. This year's activities included:
 - HEART made a \$700K loan to the Mental Health Association for predevelopment of 15 new apartments of supportive housing in North Fair Oaks. Upon repayment this year it will be immediately re-loaned to CORE Companies for a 60-unit development for veterans at the VA in Menlo Park.
 - HEART made early loans to EPA CAN DO for land acquisition in East Palo Alto, then restructured the loans, in partnership with MidPen Housing and EPA CAN DO, to fund the development of 46 apartments for seniors.

Thank you for your strong commitment to building more affordable homes and for creating opportunity for working families and the San Mateo County community.

Best Regards,

A handwritten signature in black ink that reads "Mark Moulton".

Mark Moulton
Executive Director



Civics 101

You are invited to participate in **Civics 101**, a 10-week course that provides the opportunity to learn about local government, meet local officials and get behind-the-scenes tours of County facilities.

Starting **September 16, 2014**, participants will meet on **consecutive Tuesdays from 6 to 8:30 p.m.** at various locations. Two Saturday field trips are also planned.

Please note: *Tuesday, November 11 is Veterans Day, so that week's session will be held November 12.*

Learn more and sign up by browsing to:
cmo.smcgov.org/civics-101
 or call 650-363-4153

Sign up deadline: September 5, 2014

Learn about your community
and local government!

• Who can sign up?

Civics 101 is open to anyone 18 or older who lives or works in San Mateo County.

• How much does it cost?

The program is *free* for participants.

• Will I receive a certificate of completion?

Yes! Participants who attend at least 8 of the 10 Tuesday meetings and 1 of the Saturday field trips will receive a certificate from the Board of Supervisors at a **graduation party November 18th.**

- Explore the Fitzgerald Marine Reserve
- Tour the County Jail
- Learn about programs and services and interact with leaders in public safety, health, human services, parks, finance, transportation and other key agencies and departments.
- We want to learn from you! What are your priorities for improving the quality of life for all on the Peninsula? What do you care about? We want to know. Enroll in Civics 101 to share your ideas!

To whom this may concern,

June 2014

Page 100

#13

Our fellow Hispanic farm workers have devoted their lives to helping American Farmers feed our children, our pets, and our local animal shelters for decades. The Humane Society of the United States poses a very serious threat to our Hispanic community and their dreams of becoming U.S. citizens. Stricter rules and regulations for farmers and ranchers of California (and other states as well) only makes it more difficult for our local agricultural communities to provide jobs for our Hispanic population.

In order to protect our agricultural communities, so we can open doors for our Hispanic farm workers to become legal U.S citizens, a large majority of our stricter farm regulations should be reconsidered. Including the chicken policy which requires hens to have more space. The ban on sport hunting for mountain lion along with its already failed depredation program. Water rights for irrigation. SB1221 which banned the use of dogs for wildlife management which keeps animals in fear of people; so they will not be poached, destroy farm crops, or contaminate our food supply with Ecoli, Salmonella, and other food born parasites from animal feces. And over regulated grazing policies for cattle ranchers and sheep farmers.

Also in California, the mass expansion of drug cartels taking over our national forests is growing faster than ever. Even if marijuana was legalized the drug cartels would still be an enormous threat to our environment as they will continue destroying our wild lands and open space if my fellow Bay Area residents and people of Los Angeles continue ignoring the warning signs presented by our farmers, ranchers, and wildlife conservationists of Northern California who's families have worked, protected, and managed our forests and ranches for generations. And as the Humane Society of the United States continues its all-out assault in California by making rules and regulations stricter on farmers, ranchers, and wildlife conservationists; drug cartels are thriving better than ever from the enormous advantage HSUS is providing through its extreme political agenda.

Every year mass abundances of meth and marijuana is produced in our rural areas all over California. Residents and illegal aliens are able to produce mass abundances of these illegal products because our law enforcement cannot keep up with the problem. These illegal (both foreign and local) drug cartels set out into secluded places of our national forests and open space, and set up illegal establishments all over. During this process they pollute our rivers and creeks, they set traps, and shoot, trap, or poison every deer, bear, and any other wild animal that comes into their illegal establishment in order to make a dishonest profit while destroying America. When the sport seasons open up, and cattle grazers are operating, these drug cartels are under enormous pressure, which forces drug cartels to have to produce a more limited amount, or sometimes even abandon their illegal operations in order to decrease their odds of being discovered, or getting caught.

These powerful and very well organized drug cartels are in strong support of stricter grazing policies and water rights for farmers and ranchers; along with extreme bills like SB1221 to pass so they will receive far less public pressure, and be able to expand their illegal empire on a way larger scale by producing marijuana and meth in amounts that will be way more astronomical. SB1221 and other future HSUS sponsored anti-hunting bills, (along with more difficult grazing policies and water rights for farmers and ranchers) will definitely result in a much larger expansion of the illegal drug trade. Which in turn will put more stress on every law enforcement agency in California, and possibly other law enforcement agencies nationwide. The cost of this increasing expansion of the drug cartels is forever to be uncertain. However, it is obvious that some of the people who are in strong support of SB1221, The Humane Society of the United States, and its nationwide assault on farmers, ranchers, and wild life conservationists are possibly involved in the illegal drug trade.

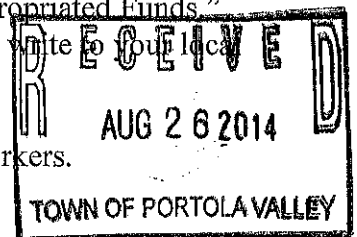
To learn about The Humane Society of the United States, and how you can help our Hispanic community, and save our national forests and open space, log on to "Humane Watch.org" or "Protect The Harvest.com." Or google "HSUS Fraud," or "HSUS Scam," or "HSUS Obstruction of Justice," or "HSUS Malicious Prosecution," or "HSUS Money Laundering," or "HSUS Misappropriated Funds" or "HSUS Rico Lawsuit," or "HSUS IRS Scandal," or "HSUS Bribery." And please write to your local newspapers and elected officials.

Yours truly,

Greg Fontana, Democrat for a better California and our Hispanic American farm workers.

P.O. Box 512 Half Moon Bay CA 94019

Greg Fontana





MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: August 29, 2014
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended August 29, 2014.

1. **Earthquake Follow-up** – Staff met on Monday to discuss the Napa earthquake and our real life experiences. One of the most beneficial outcomes of the discussion was the decision to communicate via group text message immediately following an event. The expectation for the next event is that senior staff, Mayor, and Vice Mayor will communicate with the group via text message. This gives access to critical information such as severity of the event, availability to respond to town hall if necessary, and other key issues that are important in the first 30 minutes following an event. In addition, staff identified the need for a staff member who has access to the internet to remain home until the EOC is up and operational. This will allow for offsite updates to PV Forum, Rapid Notify, and Town webpage if necessary while staff is working their way into the office and setting up the EOC.
2. **Observatory at 455 Minoca** – The Planning Director and the Vice Mayor have been working with the property owner of 455 Minoca and his neighbors on Pine Ridge regarding the construction of a 10 foot diameter observatory on 455 Minoca. Three neighbors contend that the observatory should have been forwarded to the ASCC for public review of the proposed structure, discussion of mitigation measures to reduce the visibility of the structure from offsite and approval/denial of the project. The property owner complied with all town regulations and received the required permits for the aspects of the project (the observatory platform) requiring building permits. Staff and the Vice Mayor continue to work with the neighbors and an update will be provided at the September 10th Council meeting.

TOWN COUNCIL WEEKLY DIGEST

Friday – September 5, 2014

1. Agenda (Cancellation) – ASCC – Monday, September 8, 2014
2. Agenda – Trails & Paths Committee – Tuesday, September 9, 2014
3. Agenda – Emergency Preparedness Committee – Thursday, September 11, 2014
4. Agenda – Cable & Utilities Undergrounding Committee – Thursday, September 11, 2014
5. Agenda (Cancellation) – Cultural Arts Committee – Thursday, September 11, 2014
6. Invitation to Council of Cities Dinner Meeting – Friday, September 26, 2014
7. [Western City Magazine – September 2014](#)

Attached Separates (Council Only)

1. None



TOWN OF PORTOLA VALLEY
ASCC
Monday, September 8, 2014 – 7:30 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

ARCHITECTURAL SITE AND CONTROL COMMISSION

NOTICE OF MEETING CANCELLATION

Monday, September 8, 2014

The ASCC regularly scheduled meeting of Monday, September 8, 2014 has been cancelled. The next regular meeting of the ASCC is scheduled for Monday, September 22, 2014.



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, September 9, 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 August 12, 2014
4. Financial Review and Trail Work – August 2014
5. Conservation Committee Update
6. Old Business
 - a) Driveway scoring process
 - b) Bicycles on Alpine Trail between Westridge and Arastradero
 - c) Update – Town's Draft Tree Removal Policy
7. New Business
 - a) Comments –Town's Draft Tree Removal Policy
 - b) Change in Community Hike Day – Sunday, October 12th
8. Other Business
9. Adjournment

Enclosures:

Minutes from August 12, 2014 meeting
Financial Review
Trail work Map and Memo – August 2014



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, September 11, 2014 - 8:00 AM
EOC / Town Hall Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. 8:00 Call to order -
Members: John Boice, Dave Howes, Diana Koin, Anne Kopf-Sill, Dale Pfau,
Chris Raanes, Ray Rothrock/Chair, Craig Taylor, Bud Trapp, and Stuart Young

Guests: Nick Pegueros/Town Manager, John Richards/Town Council, Dan
Ghiorso and Selena Brown WFPD, Tim Reed/Sheriff's Office, Gary Nielsen,
Police Commissioner

Absent:
2. 8:01 Moment of silence to remind us of 9/11
3. 8:01 Oral Communications
4. 8:10 Review and approval of minutes:
Motion: Accept the Minutes of August 2014
5. 8:12 CERPP/WFPD Report (Brown/Ghiorso)
6. 8:20 Town Report (Nick/Marsha)
7. 8:40 Medical Plan Update/Presentation (Med subcommittee)
8. 8:50 Portable Communications Setup (Rothrock)
9. 8:55 Other business
10. 9:00 Adjourn. Next meeting is October 9, 2014

Upcoming Events: Big Shake 10/16 at 10:16



TOWN OF PORTOLA VALLEY
Cable & Undergrounding Committee Meeting
Thursday, September 11, 2014 – 8:15 AM
Historic School House
765 Portola Road, Portola Valley, CA

AGENDA

1. Call meeting to order
2. Minutes: Approval of July minutes
3. Communications from Members of the Public
4. Old Business
 - PG&E status on undergrounding project
 - Committee budget for 2014-15
 - Survey to determine town's interest in undergrounding utilities
5. New Business
 - New member recruitment for 2014
6. Adjournment:

Next meeting on November 13, 2014 at 8:15 am



**Town of Portola Valley
Cultural Arts Committee Meeting
Notice of Cancellation
Thursday, September 11, 2014**

MEETING CANCELLATION NOTICE

The regularly scheduled meeting of the Cultural Arts Committee for Thursday, September 11, 2014 has been cancelled.



Dinner/Meeting Announcement

Friday, September 26, 2014

Everyone is encouraged to attend these monthly meetings. This is a great opportunity to meet colleagues from other cities, work together on solutions for our county, get to know how other cities handle issues, make friends and helpful connections, and learn what's going on with the "big" issues we seldom have time to discuss at council meetings.

Location:
PUERTO 27
525 Crespi Drive
Pacifica, CA 94044

6:00 pm Social Hour, No Host Bar
 7:00 pm Dinner
 8:00 pm Program
 9:00 pm Adjourn

Please contact Chair Mary Ann Nihart if you wish to bring up an item for group discussion or give a committee report.
 Telephone: (650) 784-9141 or email: nihartm@ci.pacifica.ca.us

MENU

****Please select one from each course***

FIRST COURSE

Ceviche Puerto 27

Empanadas

MAIN COURSE

Aji De Gallina – pulled chicken stew

Pescado Sudado – poached catch of the day

Lomo Saltado – sauteed sirloin steak strips

Locro Con Quinoa – kabocha squash stew (vegetarian)

DESSERT

Tres Leches Cake

Vanilla Bean Pisco Flan

\$50 per person

RSVP to Jill Ford by Wednesday, September 17, 2014

Email: fordj@ci.pacifica.ca.us or call 650-738-7305

Make checks payable to: City of Pacifica

Mail to: Jill Ford, City Manager's Office

170 Santa Maria Ave.

Pacifica, CA 94044

Council of Cities Business Meeting
Friday, September 26, 2014
6:30 p.m.

- ❖ Call to Order
- ❖ Roll Call and Introductions of Mayors, Council Members and Guests
- ❖ Welcome by Mayor Mary Ann Nihart
- ❖ Approval of Minutes of Previous Meeting and Treasurer's Report
- ❖ Committee Reports
- ❖ Old Business
- ❖ New Business
- ❖ Announcements

Program

**Citizens with Mental Health Needs: Building Collaboration between Cities
and San Mateo County Behavioral Health and Recovery Services**

Panelists:

Mayor Mary Ann Nihart, City of Pacifica

Stephen Kaplan, LCSW
Director, County of San Mateo, Behavioral Health and Recovery Services

Police Chief Jim Tasa, City of Pacifica