



TOWN OF PORTOLA VALLEY
Ad-Hoc Water Conservation Task Force
Tuesday, October 7, 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 September 23rd minutes**
- 4. Short Round Robin discussion**
- 5. Name Change to Drought Action Day**
- 6. DAD planning--**
 - a) Scheduling & layout – Judy**
 - b) Vendors – Lovey, Mike & Debbie**
 - a) Forms**
 - c) Plants - Marge**
 - d) Promotion**
 - a) Flyer placement**
 - b) Banners**
 - c) Restaurant tents**
 - e) Refreshments, Food**
 - f) Speakers**
 - a) Bios, subject**
 - g) Signage needed**
 - a) Speakers – place, time**
 - b) Al's Water Champ desk**
 - h) Prizes for water champs**
 - i) Budget – Brandi**
 - j) Attendance**
 - k) Handing out gifts to 1st 100 families**
 - a) Should we take any data – like city/town**
 - l) Bull horn announcements**
 - a) Who**
 - b) What**
- 7. Discuss**

-topics for next meeting: Oct 14th or Oct 28th
- 8. Announcements, communications**
- 9. Adjournment**