



TOWN OF PORTOLA VALLEY

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

- (1) **Proclamation of the Mayor** - Honoring Tom Vlastic on his Retirement and Forty-two years of Dedicated Service to the Town of Portola Valley (3)
- (2) **PRESENTATION** – of the Backyard Habitat Awards by the Conservation Committee (4)

REORGANIZATION OF THE TOWN COUNCIL

- (a) Election of Mayor
- (b) Election of Vice Mayor

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.

- (3) **Approval of Minutes** – Town Council Special Meeting of November 5, 2014 (6)
- (4) **Approval of Minutes** – Town Council Regular Meeting of November 12, 2014 (7)
- (5) **Ratification of Warrant List** – November 26, 2014 (13)
- (6) **Approval of Warrant List** – December 10, 2014 (24)
- (7) **Recommendation by Mayor** – Town Manager Employment Agreement (33)
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of Amendment No. 3 to the Town Manager Employment Agreement Between the Town of Portola Valley and Nicholas Pegueros (Resolution No. __)
- (8) **Appointment by Mayor** – Request for appointment of a member to the Cable & Utilities Undergrounding Committee (49)
- (9) **Request for Appointment** – of Ray Williams to the Board of Trustees for the San Mateo Mosquito and Vector Control District (51)
- (10) **Recommendation by Administrative Services Manager** – Adoption of a Resolution Approving Amendments to the Town's Employee Compensation Plan (56)
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Amending the Employee Compensation Plan Effective January 1, 2015 (Resolution No. __)

REGULAR AGENDA

- (11) **Report by the Ad-Hoc Water Conservation Task Force** – Receive Report from Task Force (75)
- (12) **Report from Town Manager and Council Decision** – Create a New Standing Committee on Water Conservation and Approve Charter (76)
- (13) **Recommendation by the Parks & Recreation Committee** – Proposed Expansion to Skate Ramp at Town Center (78)
- (14) **Recommendation by Bicycle, Pedestrian & Traffic Safety Committee** – Approval of Proposed Policy for Assessing Hazards and Potential Hazards on Neighborhood Roadways (traffic calming) (85)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(15) **Reports from Commission and Committee Liaisons (88)**

There are no written materials for this item.

WRITTEN COMMUNICATIONS

(16) **Town Council Digest – November 14, 2014 (89)**

(17) **Town Council Digest – November 21, 2014 (101)**

(18) **Town Council Digest – November 26, 2014 (178)**

(19) **Town Council Digest – December 5, 2014 (196)**

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).

There are no written materials for this agenda item.

PROGRAM GOALS

Our purpose is to build a community of like-minded residents who make an effort to preserve or re-create the natural spaces that allow our native flora and fauna to thrive. This program aims to achieve that by honoring successful applicants who pursue the following goals:

- To preserve and re-create wildlife habitat throughout Portola Valley on privately owned property.
- To create conditions which allow wildlife to move within and through our town safely in order to access existing or newly created habitat and to travel between our Open Space preserves.
- To encourage the preservation of stream corridors, creeks and wetlands in an open natural condition, recognizing the important role they play in providing connectivity, habitat, water and corridors for wildlife.
- To promote a more judicious use of pesticides, fertilizers and household chemicals to protect local water.
- To educate residents about ways to create a balance between preserving wildlife habitat and fire safety regulations.
- To maintain a natural environment that will increase soil permeability, water retention, ground water resources and reduce the potential of erosion, landslides and flooding.



CREATING A BACKYARD HABITAT

A successful habitat relies on native plants, allows less-used areas to revert to their native state, protects riparian environments, and minimizes fencing. By adhering to a few simple principles you can create an environment that will be accessible and attractive to wildlife:

- Concentrate more intensive gardening and landscaping near the house.
- Landscape with Bay Area native plants, such as those on the native plant list on the PV Town website, while eradicating invasive nonnative species including Scotch and French Broom, Pampas Grass, Vinca, Ivy, Slender False Brome, Star and Italian Thistles, and Bermuda Grass. Local wildlife thrives on native vegetation.
- Consider replacing lawns with sheltering meadows of native grasses that require little water or maintenance and that recycle organic materials to enrich the natural environment.
- Let little used areas remain in their native state, particularly near streambeds where open access and natural riparian vegetation is critical to wildlife.
- In areas at some distance from the house, foster native shrubbery and brush piles that will provide cover for small creatures.
- Leave habitat areas unfenced, or use wildlife-friendly fencing such as open post and rail.
- Work with your neighbors to create adjoining bands of open space.

Award evaluations will consider the extent to which each of these factors is achieved.



PORTOLA VALLEY BACKYARD HABITAT PROGRAM

Portola Valley is home to a wealth of diverse flora and fauna, including some endangered species. In a time of shrinking open space habitat, residents of the town have an opportunity to protect and benefit from this ecosystem and its inhabitants. By keeping our properties in as natural a state as possible and making them accessible to wildlife we help our native flora and fauna thrive. Natural backyard habitats benefit the community as a whole, increasing soil permeability, reducing flood potential, increasing ground water resources, and reducing danger from erosion, landslide and fire. These sanctuaries protect our wildlife and bring untold pleasure to the residents of this beautiful community.

To encourage creation of backyard habitats, the Portola Valley Conservation Committee has created a program that will honor successful applicants with a marker to designate their property as a friend to nature.



PORTOLA VALLEY'S VISION

Two goals included in the Town's General Plan are *“to preserve and enhance the natural features and open space of the planning area because they are unusual and valuable assets for the planning area, the Peninsula and the entire Bay Area,”* and *“to conserve the rural quality of Portola Valley and maintain the town as an attractive, tranquil, family-oriented residential community for all generations compatible with the many physical constraints and natural features of the area...”*

Section 4204 of the General Plan's Conservation Element recognizes the importance of *“individual efforts for the conservation of natural resources on private sites”* and adds that *“private groups can, through the dissemination of conservation information, educate those unaware of environmental problem areas and, more importantly, values to be conserved.”* By encouraging the creation of backyard habitats, we can further these environmental goals.

HOW TO WIN AN AWARD

Application forms for this award are available on the Conservation Committee page linked from the Town's website: www.portolavalley.net.

Completed forms should be submitted to the Conservation Committee, c/o Town of Portola Valley, 765 Portola Road, Portola Valley, CA 94028, or dropped off at Town Hall during business hours.

The Conservation Committee will review the application, with particular emphasis on the criteria listed in *“Creating a Backyard Habitat.”* If you wish, a team of Conservation Committee members will be happy to visit your property and help brainstorm ways in which you can create an optimal habitat.



KEEPING PORTOLA VALLEY NATURAL



Sponsored by the
**PORTOLA VALLEY
CONSERVATION COMMITTEE**

PORTOLA VALLEY SPECIAL JOINT MEETING OF THE TOWN COUNCIL AND THE EMERGENCY PREPAREDNESS COMMITTEE, November 5, 2014

Mayor Wengert called the meeting to order at 7:05 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, Mayor Ann Wengert

EPC Members John Boice, Diana Koin, Vice Chair Anne Kopf-Sill, Dale Pfau, Chris Raanes, Stuart Young and Bud Trapp;

Absent: EPC Members David Howes, Chair Ray Rothrock, Craig Taylor and Tamara Turner

Others: Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

None.

REGULAR AGENDA

(1) Swearing in of Disaster Service Workers

Ms. Hanlon swore in Emergency Preparedness Committee members who were present at the meeting.

(2) EOC Activation Tabletop Exercise

Council and EPC members participated in a functional disaster simulation, with a winter storm scenario. Objectives were to set up the Emergency Operations Center and gather information when no Town staff is available.

Team roles were identified and simulated messages were submitted to the group for analysis and action from 7:15 to 8:30 p.m.

A debrief of lessons learned followed the exercise.

ADJOURNMENT [9:00 p.m.]

Mayor

Town Clerk

PORTOLA VALLEY TOWN COUNCIL SPECIAL MEETING NO. 889, NOVEMBER 12, 2014

Mayor Wengert called the Town Council's special meeting to order at 7:00 p.m. in Hanson Hall at The Sequoias and led the Pledge of Allegiance. Ms. Hanlon called the roll.

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

Absent: None

Others: Howard Young, Public Works Director
Leigh Prince, Town Attorney
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS

Ronald Chandik, a resident of The Sequoias, expressed his concern over a proposal to remove several trees at The Sequoias. He suggested the problems may not be so much with tree roots as aging facilities, recalling a time when he could not get his homeowners' insurance renewed without upgrading the 70-year-old house he lived in. He said it's similar to the situation at The Sequoias, which is 50 years old. It's not so much a tree root. Commenting that tree removal is always highly debated, discussed and analyzed, Mayor Wengert, said she's confident that process will be followed as plans move forward, so there will no doubt be alternatives to what's being proposed.

CONSENT AGENDA [7:05 p.m.]

- (1) Approval of Minutes: Regular Town Council Meeting of October 22, 2014 [*Removed from Consent Agenda*]
- (2) Ratification of Warrant List: November 12, 2014 in the amount of \$117,080.19
- (3) Recommendation by Mayor: Amendment to agreement between the Town of Portola Valley and Jorgenson, Siegel, McClure & Flegel, LLP for provision of legal services
 - a) Adoption of a resolution of the Town Council of the Town of Portola Valley approving and authorizing execution of agreement for legal services between the Town of Portola Valley and Jorgenson, Siegel, McClure & Flegel, LLP. (Resolution No. 2635-2014)
- (4) Recommendation by Town Manager: Approve first amended as restated Joint Exercise of Powers Agreement for San Mateo County Operational Area Emergency Services Organization
- (5) Recommendation by Planning Director: Designation of Land Acquisition Negotiator
- (6) Appointment by Mayor: Request for appointment of a member to the Conservation Committee
- (7) Recommendation by Town Manager: Extended winter closure for Town Hall
- (8) Recommendation by Town Manager: Request approval of budget amendment for 40-hour workweek
 - a) Adoption of a resolution of the Town Council of the Town of Portola Valley amending the administration budget for Fiscal Year 2014-2015 to modify the standard workweek (Resolution No. 2636-2014)

Vice Mayor Aalfs moved to approve Items 2 through 8 on the Consent Agenda. Seconded by Councilmember Derwin, the motion carried 5-0 with the following roll call vote:

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

No: None.

(1) Approval of Minutes: Regular Town Council Meeting of October 22, 2014

Councilmember Hughes moved to approve the minutes of the October 22, 2014 meeting, as amended. Seconded by Councilmember Richards, the motion carried 4-0-1 (Derwin abstained).

REGULAR AGENDA

(9) Public Hearing: Proposed Portola Road Corridor Plan [*removed from the Agenda*]

Mayor Wengert said this item is likely to be rescheduled for a Town Council meeting in January 2015.

(10) Recommendation from Public Works Director: Authorize staff to submit a conceptual trail project proposal for relocation of the existing trail along Alpine Road [7:13 p.m.]

As indicated in his November 12, 2014 staff report, Mr. Young said this proposal involves the dirt trail section between Saddleback Road and Hillbrook Drive, adjacent to the Hawthorns property, which was being transferred to Midpeninsula Regional Open Space District (MROSD) ownership at that time. In 2010, Mr. Young explained, the Trails and Paths Committee indicated concerns about perceived conflicts among various users – bicyclists, pedestrians, schoolchildren and equestrians – in this very constrained and narrow section of the trail, with a steep slope on one side and the MROSD fence on the other.

To pursue solutions to the concerns, Town representatives met with MRSOD on September 9, 2014 to assess the trail, observe the conflicts first hand, and better understand the constraints envisioned by MROSD. The group discussed the possibility of relocating the trail inward, from Town right-of-way (ROW) onto MROSD's property, and the need to secure the Hawthorns complex with a fence.

Several weeks ago, Mr. Young said, Town Manager Nick Pegueros met with MROSD General Manager Steve Abbors to follow up on the possibility of a joint Town/MROSD project to construct the proposed trail. Mr. Abbors said its resources are stretched thin, but MROSD would be willing to entertain a proposal for a project funded and managed by the Town. Due to timing and the MROSD's budgeting and planning process, which begins in December 2014, Mr. Pegueros asked staff to propose a highly conceptual plan to bring to the Council before taking it to MROSD for its consideration.

Time constraints precluded polling various parties, but Mr. Young emphasized that the proposal he developed is highly conceptual, and if MROSD provides positive feedback, the Town would undertake its normal consensus-building process with the appropriate committee, commission and public input to flesh out scoping, planning and design details. Mr. Young distributed a handout, Exhibit B, showing a potential multi-use trail, about 3,000 feet long and six to eight feet wide within a new 10-foot easement, separated from the Hawthorns property by a fence in a 75-foot setback. He noted that the trail would minimize disturbance to the land and vegetation, and would meander rather than run in a straight line as indicated on the exhibit. Considering the variables and the conceptual nature of the proposal, at this stage he said costs could range from \$130,000 to \$175,000.

Councilmember Richards asked whether the fence would be on the property line. Mr. Young said that without surveying the land, aerial photos indicate the fence encroaches five feet onto the public ROW. He also noted that trees have grown under the fence, so some vegetation management would be needed.

Councilmember Hughes said one thing discussed when Town and MROSD representatives walked the trail in September 2014 was how the trail doesn't connect only Saddleback Road to Firethorne Way now, and there are other places where people enter and exit the trail. If a new easement is set into the property, he asked whether there would be access easements along the way. Mr. Young said yes, but they don't appear on the exhibit. He also noted that MROSD's long-term master plan would connect its trails to the Town's.

Councilmember Derwin asked whether the old trail would be more for equestrians and the new trail for other users. Mr. Young acknowledged that the consensus-building process might lead to two separate trails, but the initial vision is to relocate a single trail to MROSD property and make it wide enough to accommodate all uses and minimize the conflicts by also providing more easement space to enable users to step out of each other's way. Councilmember Derwin said that if she recalls correctly, the equestrians were adamant about having their own trail.

On the cost issue, Councilmember Derwin asked whether the Town has \$130,000 to \$175,000 to fund this project. Mr. Young said he would defer that question to the Town Manager. He also pointed out that the Bicycle, Pedestrian and Traffic Safety (BP&TS) Committee supports the conceptual proposal, as does the Trails and Paths Committee.

Mayor Wengert said that she and Mr. Young attended yesterday's Trails and Paths Committee meeting to introduce the idea of the conceptual plan, and emphasized that the ultimate decision will be based on a robust, prototypical Portola Valley process. She also said she believed that because we'd looked to the idea that the opportunity to relocate the trail might surface, we would be able to find the funds. If it didn't seem feasible, she added, we wouldn't have reached the point of developing a highly conceptual proposal.

Kirsten Kingdon, a resident of The Sequoias, said she'd assumed that if MROSD were to develop the Hawthorns property, the fence would disappear. Mr. Young said that's not been discussed with MROSD yet, but at this point he doesn't know what its plans are in that regard. He also noted that with the Town's new fence ordinance, if there's a fence it would have to be a wire fence a maximum of four feet high, or if MROSD wants a six-foot chain-link fence, it would have to be set back 75 feet from the property line. Councilmember Richards said MROSD had indicated wanting a fence of some sort to avoid unrestricted access, especially as long as the Hawthorns site is minimally used.

Councilmember Richards said we have a framework to start with, and he's all for it. Councilmember Hughes agreed it's a great idea and we should move forward with it. Councilmember Derwin anticipates quite a discussion but said she's happy to see something the Trails and Paths Committee is buying into. She also looks forward to seeing the idea moving ahead. Having participated in the September 9, 2014 trail walk and discussions with MROSD, Vice Mayor Aalfs said he's very happy with this. Mayor Wengert also expressed support for moving forward, adding that it's a very exciting development because there's been such an increased usage of the Town's trails. The more we can provide residents and visitors with these safe and scenic corridors, which she considers among Portola Valley's greatest resources, she said she's very much in favor of it. It's been a long time coming and will be a long time before it's finished, she added, but it's a great first step.

Councilmember Hughes moved to authorize staff to submit the conceptual trail project proposal for relocation of the existing trail along Alpine Road. Seconded by Councilmember Richards, the motion carried 5-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(11) Reports from Commission and Committee Liaisons [7:30 p.m.]

Councilmember Richards

(a) Conservation Committee

Lacking a quorum for its meeting on October 28, 2014, the Committee convened a special meeting on November 3, 2014, discussing new member recruitment to make sure that effort moves forward. (The Committee's newest member is Nona Chiariello, staff scientist at Jasper Ridge. With academic training in plant ecology, Committee Chair Judith Murphy said Ms. Chiariello brings a new wealth of knowledge to the Committee along with her enthusiasm and volunteer spirit.)

(b) Architectural and Site Control Commission (ASCC)

After a field meeting at 40 Antonio Court on November 10, 2014 to review and comment on plans for a new development being proposed by Brian and Emily Melton, the ASCC agreed to continue the review at its meeting on November 24, 2014. The proposal for this 4.48-acre parcel, one of three lots created with the Priory subdivision in 2000, includes a main residence, detached second unit, swimming pool and pool house. Comments from neighboring property owners on Veronica Place (Daniel Abrams and Linda and Mark Waissar) were positive; neighbors on Antonio Court expressed concerns about the project's visibility (Robin and Firouzeh Murray, Rene Lacerte and Joyce Chung).

The ASCC also reviewed a music room addition and remodel at 125 Fawn Lane in the Westridge area (Scott and Virginia Huffman) and a garage storage and addition at 191 Ramoso Road in the Oak Hills Subdivision (John and C.J. Mumford).

Councilmember Hughes

(c) Bicycle Pedestrian & Traffic Safety (BP&TS) Committee

Among the items on the BP&TS Committee meeting agenda on November 5, 2014:

- A Sheriff's report that included discussion about an accident on lower Los Trancos Road, an area where the San Mateo County Sheriff's Department is looking into additional policing
- The shoulder widening project, scheduled for completion by 2016 according to by Mr. Young
- Tree-cutting near the roads
- The conceptual Alpine Road trail project and the MROSD

Members are working on final edits on the Committee's proposed traffic-calming policy, which they're close to submitting for the Council's consideration. Their proposal separates traffic-calming into two distinct areas because solutions on arterials differ from those in the neighborhoods.

Councilmember Derwin – None to report

Vice Mayor Aalfs

(c) Geologic Safety Committee

The Geologic Safety Committee, which met on October 31, 2014 to discuss the nature of the San Andreas Fault at its intersection with Alpine Road, submitted an updated geologic safety hazard map to the Town. The main change is in the area of Alpine Road at the top of Willowbrook Drive, where retired U.S. Geological Survey geologist Chet Wrucke remapped the fault. The next step is Planning Commission review of the revised map.

Mayor Wengert

(d) Trails and Paths Committee

In addition to the conceptual plans for the Alpine Road trail, members of the Trails and Paths Committee discussed several other items when they met on November 11, 2014. Thanks largely to Mr. Young working with Chair Susan Gold to reach out to certain property owners over the past two years, only two properties are left to review in their effort to have owners score their driveways to make it safer for horses to cross and relocate boulders from the ROW that interfere with trail use. Also on the trail-safety front, the Committee continued discussion of signage for bicyclists on the lower section of Alpine Trail.

The committee is working on two events for next year; sponsoring a trail ride scheduled for on June 14, 2015 and a Day of the Horse celebration in coordination with the Town Picnic on June 21, 2014.

With the recent resignation of Committee member Phil Reilly, Mayor Wengert said there's an opening to fill.

(e) SFO Airport/Community Roundtable

Mayor Wengert reported that the subcommittee of the Airport Roundtable, which met today, is beginning to be more aggressive in lobbying the Roundtable for changes that will improve its effectiveness, including sub-regional initiatives. The three elected officials who participated were Mayor Wengert, representing southern San Mateo County, San Mateo County Supervisor Dave Pine and Brisbane Councilmember Cliff Lentz, who also chairs the Roundtable.

WRITTEN COMMUNICATIONS [7:40 p.m.]

(12) Town Council October 24, 2014 Weekly Digest

(a) #6 – Memo from Nick Pegueros, Town Manager re: Removal of 31 hazardous trees – October 23, 2014

Mr. Pegueros wrote that PG&E had confirmed that the tree-removal work previously discussed will move forward but did not yet know when crews would be deployed. In response to Councilmember Derwin, Mr. Young said the timing information is still unknown, but he continues to check the status regularly.

(13) Town Council October 31, 2014 Weekly Digest

- (a) #9 – City Selection Committee Appointments/Reappoints for December 2014 – October 31, 2014

Councilmember Derwin said that all the important seats are up for election at the December 19, 2014 meeting of the Council of Cities’ City Selection Committee meeting in Colma, and because they will be hotly contested seats, the Council might want to discuss candidates at the Council meeting on December 10, 2014.

Only one person from each city represented is allowed to vote, either the Mayor or the Mayor’s appointee, she said.

(14) Town Council November 7, 2014 Weekly Digest

- (a) #9 – Invitation to Council of Cities Dinner Meeting – Friday, November 21, 2014

Mayor Wengert noted that Portola Valley would host Council of Cities dinner meeting at Town Hall on November 21, 2014. A buffet-style dinner is on the menu, and the program will focus on Water Sustainability as a Region. Featured speakers include Peter Drekmeier, Policy Director for Tuolumne River Trust and Brandi de Garneau, the Town’s Sustainability and Special Projects Manager, who will focus her remarks on the Town’s water-sustainability efforts.

A former Palo Alto Mayor, Mr. Drekmeier gave a presentation at the Town Council meeting on September 10, 2014, the night the Council adopted Resolution No. 2633-2014 in support of Sustainable Groundwater Management in the San Francisquito Creek Area.

ADJOURN TO CLOSED SESSION [7:45 p.m.]

(15) Conference with Labor Negotiator

Government Code Section 54957.6
Agency Designated Representative: Jeff Aalfs, Vice Mayor
Unrepresented Employees: Town Manager

REPORT OUT OF CLOSED SESSION

None to report.

ADJOURNMENT [8:30 p.m.]

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

11/26/14

Date: 11/24/2014

Time: 12:03 pm

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TOWN OF PORTOLA VALLEY

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

ALMANAC	October Advertising	15861	11/26/2014	
			11/26/2014	
450 CAMBRIDGE AVE	0048		11/26/2014	0.00
PALO ALTO	BOA	49180	11/24/2014	0.00
CA 94306	34657			840.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4320	Advertising	840.00	0.00

Check No.	49180	Total:	840.00
Total for	ALMANAC		840.00

AT&T	10/6 - 11/5/14 Statement	15862	11/26/2014	
			11/26/2014	
P.O. BOX 9011	441		11/26/2014	0.00
CAROL STREAM	BOA	49181	11/24/2014	0.00
IL 60197-9011				250.08

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	250.08	0.00

Check No.	49181	Total:	250.08
Total for	AT&T		250.08

ILJA BEDNER	Refund Dep, 229 Corte Madera	15863	11/26/2014	
			11/26/2014	
229 CORTE MADERA	0477		11/26/2014	0.00
PORTOLA VALLEY	BOA	49182	11/24/2014	0.00
CA 94028				3,900.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	3,900.00	0.00

Check No.	49182	Total:	3,900.00
Total for	ILJA BEDNER		3,900.00

BOWMAN TRUST	Refund Deposit, 127 Ash	15870	11/26/2014	
			11/26/2014	
127 ASH LANE	0479		11/26/2014	0.00
PORTOLA VALLEY	BOA	49183	11/24/2014	0.00
CA 94028				17.20

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	17.20	0.00

Check No.	49183	Total:	17.20
Total for	BOWMAN TRUST		17.20

BW CONSTRUCTION	Woods H'lands, Fall Rd Cleanup	15885	11/26/2014	
			11/26/2014	
110 RUSSELL AVE	930		11/26/2014	0.00
PORTOLA VALLEY	BOA	49184	11/24/2014	0.00
CA 94028	1831			970.00

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

11/26/14

Date: 11/24/2014

Time: 12:03 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

90-00-4375	General Expenses		970.00	0.00
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Check No.	49184	Total:	970.00
Total for	BW CONSTRUCTION		970.00

PHILIPA CALDWELL	Refund Dep WAGC Event 10/15/14	15894	11/26/2014	
			11/26/2014	
121 FOX HOLLOW RD.	0482		11/26/2014	0.00
WOODSIDE	BOA	49185	11/24/2014	0.00
CA 94062				250.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2561	Community Hall Deposits	250.00	0.00

Check No.	49185	Total:	250.00
Total for	PHILIPA CALDWELL		250.00

CITY OF REDWOOD CITY (IT)	October IT Support	15864	11/26/2014	
			11/26/2014	
P.O. BOX 3629	586		11/26/2014	0.00
REDWOOD CITY	BOA	49186	11/24/2014	0.00
CA 94064	BR34267			2,029.83

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

Check No.	49186	Total:	2,029.83
Total for	CITY OF REDWOOD CITY (IT)		2,029.83

CLEANSTREET	October Street/Litter Clean	15895	11/26/2014	
			11/26/2014	
1937 W. 169TH STREET	0034		11/26/2014	0.00
GARDENA	BOA	49187	11/24/2014	0.00
CA 90247-5254	76230			1,603.62

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	74.00	0.00
20-60-4262	Street Sweeping	659.52	0.00
20-60-4266	Litter Clean Up Program	870.10	0.00

Check No.	49187	Total:	1,603.62
Total for	CLEANSTREET		1,603.62

CONTEMPORARY ENGRAVING CO.	Mtg Nameplate, PW Dir. Young	15865	11/26/2014	
			11/26/2014	
425 LAMBERT AVE	0191		11/26/2014	0.00
PALO ALTO	BOA	49188	11/24/2014	0.00
CA 94306	32668			32.63

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	32.63	0.00

Check No.	49188	Total:	32.63
Total for	CONTEMPORARY ENGRAVING CO		32.63

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

COTTON SHIRES & ASSOC. INC.	October Applicant Charges	15866	11/26/2014	
			11/26/2014	
330 VILLAGE LANE	0047		11/26/2014	0.00
LOS GATOS	BOA	49189	11/24/2014	0.00
CA 95030-7218				12,743.69

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4190	Geoloqist - Charges to Appls	12,743.69	0.00

Check No.	49189	Total:	12,743.69
Total for	COTTON SHIRES & ASSOC. INC.		12,743.69

COUNTY OF SAN MATEO	FY 2014-15 Animal Cntrl Costs	15867	11/26/2014	
HEALTH DEPARTMENT			11/26/2014	
ATTN: PAMELA MACHADO	0049		11/26/2014	0.00
REDWOOD CITY	BOA	49190	11/24/2014	0.00
CA 94403	AC1415-PV			20,254.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4280	Animal Control	20,254.00	0.00

Check No.	49190	Total:	20,254.00
Total for	COUNTY OF SAN MATEO		20,254.00

CSG CONSULTANTS INC	Bldg Insp Svcs, September	15891	11/26/2014	
			11/26/2014	
1700 S. AMPHLETT BLVD	622		11/26/2014	0.00
SAN MATEO	BOA	49191	11/24/2014	0.00
CA 94402	028254-D			13,925.00

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4062	Temp Bldq Inspection	13,925.00	0.00

Check No.	49191	Total:	13,925.00
Total for	CSG CONSULTANTS INC		13,925.00

ANNE DAVISON	Deposit Refund, 260 Mapache	15871	11/26/2014	
			11/26/2014	
260 MAPACHE	1100		11/26/2014	0.00
PORTOLA VALEY	BOA	49192	11/24/2014	0.00
CA 94028				2,369.27

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	2,369.27	0.00

Check No.	49192	Total:	2,369.27
Total for	ANNE DAVISON		2,369.27

DENISE DE SOMER	Drought Action Day, Refrshmnts	15873	11/26/2014	
		00006257	11/26/2014	
17 DOLPHIN COURT	1367		11/26/2014	0.00
HALF MOON BAY	BOA	49193	11/24/2014	0.00
CA 94019	TOPVVA101814			700.00

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

05-52-4168	Ad-Hoc Water Conservation Grp	700.00	700.00	
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Check No.	49193	Total:	700.00
Total for	DENISE DE SOMER		700.00

JASON DONAHUE	Refund Deposit, 123 Pinon Dr	15869	11/26/2014	
			11/26/2014	
123 PINON DRIVE	0391		11/26/2014	0.00
PORTOLA VALLEY	BOA	49194	11/24/2014	0.00
CA 94028				14.85

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	14.85	0.00

Check No.	49194	Total:	14.85
Total for	JASON DONAHUE		14.85

SOHEIL EIZADI	Refund Deposit, 30 Cheyenne Pt	15872	11/26/2014	
			11/26/2014	
30 CHEYENNE PT.	0480		11/26/2014	0.00
PORTOLA VALLEY	BOA	49195	11/24/2014	0.00
CA 94028				92.78

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	92.78	0.00

Check No.	49195	Total:	92.78
Total for	SOHEIL EIZADI		92.78

JEANNIE GOLDMAN	Instructor Fees, Fall 2014	15893	11/26/2014	
			11/26/2014	
741 MANZANITA ROAD	706		11/26/2014	0.00
WOODSIDE	BOA	49196	11/24/2014	0.00
CA 94062				17,887.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	17,887.00	0.00

Check No.	49196	Total:	17,887.00
Total for	JEANNIE GOLDMAN		17,887.00

ICMA	2015 Dues, Pegueros	15903	11/26/2014	
Membership Renewals			11/26/2014	
PO BOX 79403	1123		11/26/2014	0.00
BALTIMORE	BOA	49197	11/24/2014	0.00
MD 21279-0403				1,376.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	1,376.00	0.00

Check No.	49197	Total:	1,376.00
Total for	ICMA		1,376.00

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

INTERSTATE TRAFFIC CNTRL	Street Signage	15897	11/26/2014	
			11/26/2014	
1700 INDUSTRIAL ROAD, STE B	564		11/26/2014	0.00
SAN CARLOS	BOA	49198	11/24/2014	0.00
CA 94070	201903			58.33

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	58.33	0.00

Check No.	49198	Total:	58.33
Total for	INTERSTATE TRAFFIC CNTRL		58.33

JORGENSON SIEGEL MCCLURE & FLEGEL	October Statement	15889	11/26/2014	
			11/26/2014	
1100 ALMA STREET	0089		11/26/2014	0.00
MENLO PARK	BOA	49199	11/24/2014	0.00
CA 94025				13,361.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	10,598.50	0.00
96-54-4186	Attorney - Charges to Appls	2,762.50	0.00

Check No.	49199	Total:	13,361.00
Total for	JORGENSON SIEGEL MCCLURE &		13,361.00

BRITNEY KING	Instructor Fees, Fall 2014	15874	11/26/2014	
			11/26/2014	
4068A 26TH STREET	0380		11/26/2014	0.00
SAN FRANCISCO	BOA	49200	11/24/2014	0.00
CA 94131				9,311.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	9,311.00	0.00

Check No.	49200	Total:	9,311.00
Total for	BRITNEY KING		9,311.00

LYNCH ELECTRIC & SONS INC	TC/CH Electrical Work	15898	11/26/2014	
			11/26/2014	
1160 INDUSTRIAL ROAD, #18	1365		11/26/2014	0.00
SAN CARLOS	BOA	49201	11/24/2014	0.00
CA 94070	2014.387			1,674.10

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	325.00	0.00
05-66-4346	Mechanical Sys Maint & Repair	1,349.10	0.00

Check No.	49201	Total:	1,674.10
Total for	LYNCH ELECTRIC & SONS INC		1,674.10

MIRIAM SACHS MARTIN	Native Plant Wkshp, 10/18/14	15875	11/26/2014	
			11/26/2014	
3410 WATERMAN COURT	1603		11/26/2014	0.00
SAN JOSE	BOA	49202	11/24/2014	0.00
CA 95127				250.00

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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
05-52-4168	Ad-Hoc Water Conservation Grp	250.00	0.00

Check No.	49202	Total:	250.00
Total for	MIRIAM SACHS MARTIN		250.00

MAZE & ASSOCIATES	Reports of Fin Transactions	15899	11/26/2014	
	Town and (4) MD's		11/26/2014	
3478 BUSKIRK AVENUE	879		11/26/2014	0.00
PLEASANT HILL	BOA	49203	11/24/2014	0.00
CA 94523	11908			4,373.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4180	Accounting & Auditing	2,893.00	0.00
75-00-4375	General Expenses	370.00	0.00
80-00-4375	General Expenses	370.00	0.00
86-00-4375	General Expenses	370.00	0.00
90-00-4375	General Expenses	370.00	0.00

Check No.	49203	Total:	4,373.00
Total for	MAZE & ASSOCIATES		4,373.00

MOSSA EXCAVATION	Refund Deposit, 225 Willowbrk	15868	11/26/2014	
			11/26/2014	
PO BOX 370688	0478		11/26/2014	0.00
MONTARA	BOA	49204	11/24/2014	0.00
CA 94037				385.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	385.00	0.00

Check No.	49204	Total:	385.00
Total for	MOSSA EXCAVATION		385.00

JOHN PENE	Reimbursement, AMFA Calc's	15876	11/26/2014	
			11/26/2014	
239 WYNDHAM DRIVE	0481		11/26/2014	0.00
PORTOLA VALLEY	BOA	49205	11/24/2014	0.00
CA 94028				110.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4228	Miscellaneous Refunds	110.00	0.00

Check No.	49205	Total:	110.00
Total for	JOHN PENE		110.00

PERS HEALTH	December Health	15877	11/26/2014	
			11/26/2014	
VIA EFT	0108		11/26/2014	0.00
	BOA	49206	11/24/2014	0.00
				15,572.21

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	15,572.21	0.00

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

Check No.	49206	Total:	15,572.21
Total for	PERS HEALTH		15,572.21

BILL PICKERING	Refund Field Deposit	15878	11/26/2014	
			11/26/2014	
280 FAMILY FARM ROAD	0244		11/26/2014	0.00
WOODSIDE	BOA	49207	11/24/2014	0.00
CA 94062				500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	500.00	0.00

Check No.	49207	Total:	500.00
Total for	BILL PICKERING		500.00

REGIONAL GOVERNMENT SERVICES	Jen/Juran, August Svcs	15887	11/26/2014	
			11/26/2014	
P.O. BOX 1350	1165		11/26/2014	0.00
CARMEL VALLEY	BOA	49208	11/24/2014	0.00
CA 93924	4401			5,035.13

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4060	Temp NonPay Cler/Admin	5,035.13	0.00

REGIONAL GOVERNMENT SERVICES	Beverlin/Moura, Oct Svcs	15888	11/26/2014	
			11/26/2014	
P.O. BOX 1350	1165		11/26/2014	0.00
CARMEL VALLEY	BOA	49208	11/24/2014	0.00
CA 93924	4523			6,765.00

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4060	Temp NonPay Cler/Admin	6,765.00	0.00

Check No.	49208	Total:	11,800.13
Total for	REGIONAL GOVERNMENT SERVI		11,800.13

ROBERTS MARKET	Staff Lunch	15886	11/26/2014	
			11/26/2014	
3015 WOODSIDE ROAD	1236		11/26/2014	0.00
WOODSIDE	BOA	49209	11/24/2014	0.00
CA 94062	016445			133.36

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	133.36	0.00

Check No.	49209	Total:	133.36
Total for	ROBERTS MARKET		133.36

RON RAMIES AUTOMOTIVE, INC.	Replace Starter, Chevy '00	15879	11/26/2014	
			11/26/2014	
115 PORTOLA ROAD	422		11/26/2014	0.00
PORTOLA VALLEY	BOA	49210	11/24/2014	0.00
CA 94028	45944			441.03

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	441.03	0.00

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

RON RAMIES AUTOMOTIVE, INC.	Battery Installation Chevy '00	15880	11/26/2014	
			11/26/2014	
115 PORTOLA ROAD	422		11/26/2014	0.00
PORTOLA VALLEY	BOA	49210	11/24/2014	0.00
CA 94028	45992			248.45

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	248.45	0.00

RON RAMIES AUTOMOTIVE, INC.	October Fuel Statement	15900	11/26/2014	
			11/26/2014	
115 PORTOLA ROAD	422		11/26/2014	0.00
PORTOLA VALLEY	BOA	49210	11/24/2014	0.00
CA 94028				425.61

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	425.61	0.00

Check No.	49210	Total:	1,115.09
Total for	RON RAMIES AUTOMOTIVE, INC.		1,115.09

SAN MATEO SHERIFF	2nd Qtr. Law Enforcement	15892	11/26/2014	
OFFICE OF EMERGENCY SERVICES			11/26/2014	
400 COUNTY CENTER	0119		11/26/2014	0.00
REDWOOD CITY	BOA	49211	11/24/2014	0.00
CA 94063-0978	9977			230,240.75

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4282	San Mateo County Sheriff's Ofc	163,439.25	0.00
05-62-4284	COPS Addl Traffic Patrols	20,603.00	0.00
10-62-4284	COPS Addl Traffic Patrols	13,000.00	0.00
30-62-4284	COPS Addl Traffic Patrols	33,198.50	0.00

Check No.	49211	Total:	230,240.75
Total for	SAN MATEO SHERIFF		230,240.75

SHARP BUSINESS SYSTEMS	October Copies	15890	11/26/2014	
			11/26/2014	
DEPT. LA 21510	0199		11/26/2014	0.00
PASADENA	BOA	49212	11/24/2014	0.00
CA 91185-1510	C842833-541			139.28

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	139.28	0.00

Check No.	49212	Total:	139.28
Total for	SHARP BUSINESS SYSTEMS		139.28

SMALL BUSINESS BENEFIT PLAN TR	December Dental/Vision	15881	11/26/2014	
			11/26/2014	
	0132		11/26/2014	0.00
BELMONT	BOA	49213	11/24/2014	0.00
CA 94002-0156				1,822.90

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4090	Health Ins Dental & Vision	1,822.90	0.00

Check No.	49213	Total:	1,822.90
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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

Total for SMALL BUSINESS BENEFIT PLAN 1,822.90

STAPLES	October Office Supplies	15882	11/26/2014	
STAPLES CREDIT PLAN	430		11/26/2014	0.00
DES MOINES	BOA	49214	11/24/2014	0.00
IA 50368-9020				530.08

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	530.08	0.00

Check No. 49214 Total: 530.08

Total for STAPLES 530.08

THERMAL MECHANICAL, INC	Replace Recirc Pump TH Bldg	15901	11/26/2014	
425 ALDO AVENUE	955	00006260	11/26/2014	0.00
SANTA CLARA	BOA	49215	11/24/2014	0.00
CA 95054	AC-61214			632.25

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	632.25	632.25

Check No. 49215 Total: 632.25

Total for THERMAL MECHANICAL, INC 632.25

TOWNSEND MGMT, INC	Upper Alp Emerg Stab Proj	15902	11/26/2014	
P.O. BOX 24442	Inspection & Support Sept'14		11/26/2014	
SAN FRANCISCO	609		11/26/2014	0.00
CA 94124	BOA	49216	11/24/2014	0.00
	200124-09-14			13,985.00

GL Number	Description	Invoice Amount	Amount Relieved
50-68-4475	Alpine Road Repairs	13,985.00	0.00

Check No. 49216 Total: 13,985.00

Total for TOWNSEND MGMT, INC 13,985.00

WESTRIDGE ARCHITECTURAL	2014 Annual Assesment	15884	11/26/2014	
C/O WALLI FINCH, TREASURER			11/26/2014	
C/O WALLI FINCH	388		11/26/2014	0.00
PORTOLA VALLEY	BOA	49217	11/24/2014	0.00
CA 94028				60.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	60.00	0.00

Check No. 49217 Total: 60.00

Total for WESTRIDGE ARCHITECTURAL 60.00

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

Total Invoices: 41

Grand Total:	385,309.43
Less Credit Memos:	0.00
Net Total:	385,309.43
Less Hand Check Total:	0.00
Outstanding Invoice Total:	385,309.43

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
November 26, 2014

Claims totaling \$385,309.43 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

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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

ACEEE	Reg, 2014 BECC Conference	15936	12/10/2014	
BECC Conference		00006229	12/10/2014	
ATTN- KATHRYN HOTTEL	1169		12/10/2014	0.00
WASHINGTON	BOA	49218	12/10/2014	0.00
DC 20045-1000				555.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4326	Education & Training	555.00	555.00

Check No.	49218	Total:	555.00
Total for	ACEEE		555.00

ALLIANT INSURANCE SERVICES	2014 Holiday Faire Event Ins.	15904	12/10/2014	
			12/10/2014	
SPECIAL EVENTS	475		12/10/2014	0.00
NEWPORT BEACH	BOA	49219	12/10/2014	0.00
CA 92658	289183			336.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	336.00	0.00

Check No.	49219	Total:	336.00
Total for	ALLIANT INSURANCE SERVICES		336.00

AMERICAN ASPHALT R&R CO. INC.	Hot Crack Fill/Seal on Town Rd	15932	12/10/2014	
			12/10/2014	
PO BOX 3367	0312		12/10/2014	0.00
HAYWARD	BOA	49220	12/10/2014	0.00
CA 94540-0288	6118			16,800.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	16,800.00	0.00

Check No.	49220	Total:	16,800.00
Total for	AMERICAN ASPHALT R&R CO. INC		16,800.00

AT&T (2)	December M/W	15905	12/10/2014	
			12/10/2014	
P.O. BOX 5025	877		12/10/2014	0.00
CAROL STREAM	BOA	49221	12/10/2014	0.00
IL 60197-5025				64.46

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerg Preparedness Committee	64.46	0.00

Check No.	49221	Total:	64.46
Total for	AT&T (2)		64.46

BANK OF AMERICA	November Statement	15906	12/10/2014	
Bank Card Center			12/10/2014	
P.O. BOX 53155	0022		12/10/2014	0.00
PHOENIX	BOA	49222	12/10/2014	0.00
AZ 85072-3155				3,585.57

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

05-52-4147	Holiday Party	338.25	0.00	
05-52-4168	Ad-Hoc Water Conservation Grp	9.67	0.00	
05-64-4308	Office Supplies	53.48	0.00	
05-64-4311	Internet Service & Web Hosting	9.99	0.00	
05-64-4312	Office Equipment	37.05	0.00	
05-64-4326	Education & Training	100.00	0.00	
05-64-4336	Miscellaneous	3,037.13	0.00	

Check No.	49222	Total:	3,585.57
Total for	BANK OF AMERICA		3,585.57

BOTANICAL ART	Compost Tea Field Application	15930	12/10/2014	
	2 of 2		12/10/2014	
ALANE O'RIELLY WEBER	1242		12/10/2014	0.00
SAN MATEO	BOA	49223	12/10/2014	0.00
CA 94402	1244			1,545.55

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,545.55	0.00

Check No.	49223	Total:	1,545.55
Total for	BOTANICAL ART		1,545.55

BOB BOYCE	Refund Deposit,15 Bow Way	15908	12/10/2014	
			12/10/2014	
6096 VINCENT CT.	0483		12/10/2014	0.00
SAN JOSE	BOA	49224	12/10/2014	0.00
CA 95123				500.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	500.00	0.00

Check No.	49224	Total:	500.00
Total for	BOB BOYCE		500.00

CALIFORNIA WATER SERVICE CO	10/11 - 11/7 Statements	15910	12/10/2014	
			12/10/2014	
3525 ALAMEDA DE LAS PULGAS	0011		12/10/2014	0.00
MENLO PARK	BOA	49225	12/10/2014	0.00
CA 94025844				2,438.31

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	2,438.31	0.00

Check No.	49225	Total:	2,438.31
Total for	CALIFORNIA WATER SERVICE CC		2,438.31

CALPERS	November Retirement	15909	12/10/2014	
FISCAL SERVICES DIVISION			12/10/2014	
ATTN: RETIREMENT PROG ACCTG	0107		12/10/2014	0.00
SACRAMENTO	BOA	49226	12/10/2014	0.00
CA 94229-2703				17,878.24

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2522	PERS Payroll	630.20	0.00

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

05-50-4080	Retirement - PERS	17,248.04	0.00	
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Check No.	49226	Total:	17,878.24
Total for	CALPERS		17,878.24

COMCAST	WiFi, 11/21 - 12/20	15911	12/10/2014	
			12/10/2014	
P.O. BOX 34744	0045		12/10/2014	0.00
SEATTLE	BOA	49227	12/10/2014	0.00
WA 98124-1744				83.77

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	83.77	0.00

Check No.	49227	Total:	83.77
Total for	COMCAST		83.77

COTTON SHIRES & ASSOC. INC.	Update Geo/MovePotential Maps	15912	12/10/2014	
		00006223	12/10/2014	
330 VILLAGE LANE	0047		12/10/2014	0.00
LOS GATOS	BOA	49228	12/10/2014	0.00
CA 95030-7218	116571			2,036.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4189	Town Geologist	2,036.50	2,055.00

Check No.	49228	Total:	2,036.50
Total for	COTTON SHIRES & ASSOC. INC.		2,036.50

CULLIGAN	December Statement	15913	12/10/2014	
			12/10/2014	
1785 RUSSELL AVE	0250		12/10/2014	0.00
SANTA CLARA	BOA	49229	12/10/2014	0.00
CA 95054-2032	0023038			41.20

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

Check No.	49229	Total:	41.20
Total for	CULLIGAN		41.20

FEDEX	Shipping Charges	15914	12/10/2014	
			12/10/2014	
P.O. BOX 7221	0066		12/10/2014	0.00
PASADENA	BOA	49230	12/10/2014	0.00
CA 91109-7321	2-853-62512			38.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	38.20	0.00

Check No.	49230	Total:	38.20
Total for	FEDEX		38.20

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
SHARON HANLON	Reimb, Mileage New Law Conf	15915	12/10/2014	
			12/10/2014	
	0267		12/10/2014	0.00
	BOA	49231	12/10/2014	0.00
				105.84

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4328	Mileage Reimbursement	105.84	0.00

Check No.	49231	Total:	105.84
Total for	SHARON HANLON		105.84

HINDERLITER, DE LLAMAS & ASSOC	Contract Services, 4th Qtr	15916	12/10/2014	
			12/10/2014	
1340 VALLEY VISTA DRIVE	1128		12/10/2014	0.00
DIAMOND BAR	BOA	49232	12/10/2014	0.00
CA 91765	0022940-IN			750.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	750.00	0.00

Check No.	49232	Total:	750.00
Total for	HINDERLITER, DE LLAMAS & ASSOC		750.00

HORIZON	Field Fertilizer	15917	12/10/2014	
			12/10/2014	
P.O. BOX 52758	0289		12/10/2014	0.00
PHOENIX	BOA	49233	12/10/2014	0.00
AZ 85072-2758	1N196367			367.49

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	367.49	0.00

Check No.	49233	Total:	367.49
Total for	HORIZON		367.49

ICMA	November Deferred Comp	15918	12/10/2014	
VANTAGE POINT TFER AGTS-304617			12/10/2014	
C/O M&T BANK	0084		12/10/2014	0.00
BALTIMORE	BOA	49234	12/10/2014	0.00
MD 21264-4553				2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2557	Defer Comp	2,000.00	0.00

Check No.	49234	Total:	2,000.00
Total for	ICMA		2,000.00

IZMIRIAN ROOFING	Refund Deposit, 2 WIntercreek	15919	12/10/2014	
			12/10/2014	
229 S. RAILROAD AVE	768		12/10/2014	0.00
SAN MATEO	BOA	49235	12/10/2014	0.00
CA 94401				1,000.00

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

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

Check No.	49235	Total:	1,000.00
Total for	IZMIRIAN ROOFING		1,000.00

LEAGUE OF CALIFORNIA CITIES	LCC City Mgr Mtg, Pegueros	15920	12/10/2014	
ATTN: EVENT REGISTRATION	0093		12/10/2014	0.00
SACRAMENTO	BOA	49236	12/10/2014	0.00
CA 95814				625.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4326	Education & Training	625.00	0.00

Check No.	49236	Total:	625.00
Total for	LEAGUE OF CALIFORNIA CITIES		625.00

DEBBIE PEDRO	Tuition Reimbursement, Pedro	15921	12/10/2014	
	0451		12/10/2014	0.00
	BOA	49237	12/10/2014	0.00
				3,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4104	Tuition Reimbursement	3,000.00	0.00

Check No.	49237	Total:	3,000.00
Total for	DEBBIE PEDRO		3,000.00

PG&E	November Statements	15922	12/10/2014	
BOX 997300	0109		12/10/2014	0.00
SACRAMENTO	BOA	49238	12/10/2014	0.00
CA 95899-7300				320.39

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	320.39	0.00

Check No.	49238	Total:	320.39
Total for	PG&E		320.39

PLATINUM FACILITY SERVICES	November Janitorial	15931	12/10/2014	
1530 OAKLAND RD., #150	402		12/10/2014	0.00
SAN JOSE	BOA	49239	12/10/2014	0.00
CA 95112	18432			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.	49239	Total:	2,987.51
Total for	PLATINUM FACILITY SERVICES		2,987.51

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

PORTOLA VALLEY HARDWARE	November Statement	15937	12/10/2014	
			12/10/2014	
112 PORTOLA VALLEY ROAD	0114		12/10/2014	0.00
PORTOLA VALLEY	BOA	49240	12/10/2014	0.00
CA 94028				549.06

GL Number	Description	Invoice Amount	Amount Relieved	
05-58-4240	Parks & Fields Maintenance	119.81	0.00	
05-60-4267	Tools & Equipment	125.92	0.00	
05-66-4340	Building Maint Equip & Supp	65.16	0.00	
05-66-4341	Community Hall	173.00	0.00	
25-66-4340	Building Maint Equip & Supp	65.17	0.00	

Check No.	49240	Total:	549.06
Total for	PORTOLA VALLEY HARDWARE		549.06

RON RAMIES AUTOMOTIVE, INC.	September Fuel Statement	15923	12/10/2014	
			12/10/2014	
115 PORTOLA ROAD	422		12/10/2014	0.00
PORTOLA VALLEY	BOA	49241	12/10/2014	0.00
CA 94028				578.56

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4334	Vehicle Maintenance	578.56	0.00	

Check No.	49241	Total:	578.56
Total for	RON RAMIES AUTOMOTIVE, INC.		578.56

SAN MATEO CO INF SERVICES	October MW	15924	12/10/2014	
			12/10/2014	
455 COUNTY CENTER, 3RD FLOOR	0307		12/10/2014	0.00
REDWOOD CITY	BOA	49242	12/10/2014	0.00
CA 94063	1YPV11410			76.00

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

Check No.	49242	Total:	76.00
Total for	SAN MATEO CO INF SERVICES		76.00

SF BAY JAZZ	Annual Holiday Volunteer Party	15925	12/10/2014	
			12/10/2014	
206 FOREST PARK DR.	0370		12/10/2014	0.00
PACIFICA	BOA	49243	12/10/2014	0.00
CA 94044				300.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-52-4147	Holiday Party	300.00	0.00	

Check No.	49243	Total:	300.00
Total for	SF BAY JAZZ		300.00

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

SPANGLE & ASSOCIATES	Nov/Dec Planning Services	15926	12/10/2014	
			12/10/2014	
770 MENLO AVENUE	0121		12/10/2014	0.00
MENLO PARK	BOA	49244	12/10/2014	0.00
CA 94025-4736	19889			26,400.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	26,400.00	0.00

Check No.	49244	Total:	26,400.00
Total for	SPANGLE & ASSOCIATES		26,400.00

STANDARD INSURANCE CO.	December LTD/Life Ins Premium	15928	12/10/2014	
			12/10/2014	
PO BOX 5676	0469		12/10/2014	0.00
PORTLAND	BOA	49245	12/10/2014	0.00
OR 97228				316.26

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4091	Long Term Disability Insurance	316.26	0.00

Check No.	49245	Total:	316.26
Total for	STANDARD INSURANCE CO.		316.26

STATE COMP INSURANCE FUND	December Premium	15927	12/10/2014	
			12/10/2014	
PO BOX 748170	0122		12/10/2014	0.00
LOS ANGELES	BOA	49246	12/10/2014	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.	49246	Total:	1,447.08
Total for	STATE COMP INSURANCE FUND		1,447.08

SWRCB	Annual Permit Fees	15929	12/10/2014	
ACCOUNTING OFFICE			12/10/2014	
ATTN: AFRS	599		12/10/2014	0.00
SACRAMENTO	BOA	49247	12/10/2014	0.00
CA 95812-1888	WD-102888			5,826.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4288	NPDES Stormwater Program	5,826.00	0.00

Check No.	49247	Total:	5,826.00
Total for	SWRCB		5,826.00

TREE SPECIALIST INC	Emergency Tree Removal	15933	12/10/2014	
			12/10/2014	
1198 NEVADA AVE	839		12/10/2014	0.00
SAN JOSE	BOA	49248	12/10/2014	0.00
CA 95125				7,000.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage / Emerg Repairs	7,000.00	0.00

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

Check No.	49248	Total:	7,000.00
Total for	TREE SPECIALIST INC		7,000.00

Total Invoices: 31

Grand Total:	99,551.99
Less Credit Memos:	0.00
Net Total:	99,551.99
Less Hand Check Total:	0.00
Outstanding Invoice Total:	99,551.99

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
December 10, 2014

Claims totaling \$99,551.99 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 Councilmembers

FROM: Leigh F. Prince, Town Attorney

DATE: December 5, 2014

RE: **New Town Manager Employment Agreement**

The Town Manager Employment Agreement between the Town of Portola Valley (“Town”) and Nicholas M. Pegueros (“Manager”) was entered into on May 1, 2012 and amended in November 2012 and July 2013. The Town Council recently reviewed the Town Manager’s performance. The Town desires to execute a new agreement with the Manager and the Manager desires to continue his employment with the Town. The attached resolution and agreement reflect the proposed new Town Manager Employment Agreement.

ATTACHMENT

1. Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a New Town Manager Employment Agreement between the Town of Portola Valley and Nicholas M. Pegueros
2. Town Manager Employment Agreement

cc: Town Manager

ATTACHMENT #1

RESOLUTION NO. _____

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY
APPROVING AND AUTHORIZING EXECUTION OF A NEW TOWN MANAGER
EMPLOYMENT AGREEMENT BETWEEN THE TOWN OF PORTOLA VALLEY
AND NICHOLAS M. PEGUEROS**

WHEREAS, the Town Council of the Town of Portola Valley (“Town”) has read and considered that certain Town Manager Employment Agreement dated December 10, 2014 (“Agreement”) between the Town and Nicholas M. Pegueros.

NOW, THEREFORE, the Town Council of the Town does **RESOLVE** as follows:

1. Public interest and convenience require the Town to enter into the Agreement described above.
2. The Town hereby approves the Agreement and the authorized on behalf of the Town to execute the Agreement between the Town of Portola Valley and Nicholas M. Pegueros.

PASSED AND ADOPTED this _____ day of _____, 2014

By: _____
Mayor

ATTEST:

Town Clerk

ATTACHMENT #2

**TOWN MANAGER
EMPLOYMENT AGREEMENT**

This Town Manager Employment Agreement (“Agreement”) is made and entered into effective the 10th day of December, 2014, by and between the Town of Portola Valley (“Town”) and Nicholas M. Pegueros (“Manager”).

RECITALS

A. The Town desires to execute a new agreement with Manager for him to serve as Town Manager. Town Manager’s current agreement was entered into on May 1, 2012 and amended on November 28, 2012 and further amended on July 24, 2013.

B. Manager desires to continue his employment with the Town.

NOW, THEREFORE, in consideration of their mutual covenants, the Town and Manager do hereby agree as follows:

1. Duties. Manager shall be employed to perform the duties and responsibilities and exercise the authority of the Town Manager, as stated in the Town Manager Job Description, attached hereto as Exhibit A (which may be amended by the Town Council in its discretion), and as may be assigned by the Town Council from time to time.

2. Term. The term of this Agreement shall commence on the effective date set forth above and shall continue until April 30, 2017, or the date of earlier termination in accordance with provisions in this Agreement. On April 30, 2017, this Agreement shall be automatically extended for one year unless six months prior to that date the Town Council notifies Manager of its intent not to extend the Agreement. Notwithstanding the foregoing, the Town retains the right to terminate Manager pursuant to the terms of this Agreement at any time. The Town’s election not to extend this Agreement shall not entitle Manager to Severance pursuant to Section 5 of this Agreement.

3. Salary and Benefits.

3.1 Base Salary. The Town shall pay Manager a minimum salary of One Hundred Ninety-Five Thousand Five Hundred Dollars (\$195,500) per year (“Base Salary”). The Base Salary shall be payable in installments at the same time as other employees of the Town receive their salaries. The Base Salary may be increased from time to time as approved by the Town Council by salary schedule resolution or amendment to this Agreement. The Base Salary shall be prorated on a daily basis for the first and last months during which Manager is employed as Town Manager. The Base Salary identified in this Section 3.1 is retroactive to May 1, 2014. Upon approval and execution of this Agreement, Town shall pay Manager such amount as is necessary to bring Manager’s Base Salary current.

3.2 Car Allowance. The Manager's duties require him to attend to Town business both inside and outside of the Town. In lieu of a vehicle provided and maintained by the Town, Town shall pay Manager Four Thousand Two Hundred Dollars (\$4,200) per year as a car allowance, payable in installments at the same time as Manager receives his salary. The car allowance identified in this Section 3.2 is retroactive to May 1, 2014. Upon approval and execution of this Agreement, the Town shall pay Manager such amount as is necessary to bring Manager's car allowance current.

3.3 Retirement. California Public Employees' Retirement System (CalPERS). Manager is enrolled in CalPERS as a "classic member". The Town's contribution to CalPERS on behalf of Manager shall be the same as provided to other Town employees also considered classic members by CalPERS.

3.4 Other Benefits. In addition to the benefits described in Sections 3.1-3.3, above, benefits allowed to Manager in the course of his employment under this Agreement shall be as follows:

3.4.1 IRS Section 125 Cafeteria Plan. Town shall provide Manager with the same cafeteria plan flex-dollar allowance that is provided to other Town employees for his level of coverage, and shall disburse the flex-dollars for eligible benefits in accordance with the Town's adopted IRS Section 125 cafeteria plan document.

3.4.2 Life Insurance. The Town agrees to pay for a term life insurance policy in the face amount of One-Hundred Fifty Thousand Dollars (\$150,000.00) on Manager's life with a carrier selected by the Town in addition to the amount provided all employees to bring the total value of life insurance provided to Manager up to Two Hundred Thousand Dollars (\$200,000). Manager shall designate the beneficiaries of the policy.

3.4.3 All Other Insurances. Manager shall receive the same dental, vision, long term disability, accidental death and dismemberment insurance, and any other insurance added in the future that are provided to other Town employees.

3.5 Paid Time Off.

3.5.1 Vacation Leave. Manager shall accrue vacation leave at the rate of 20 paid days each year, in addition to recognized Town holidays. Upon termination or resignation from employment or the non-renewal of this Agreement, Manager shall be paid for all accrued and unused vacation time.

- 3.5.2 Sick Leave. Manager shall receive the same days of sick leave as accorded to other Town employees.
- 3.5.3 Other Leaves. Manager shall receive the same benefit of leaves not specified in this Agreement but provided to other Town employees.
- 3.5.4 Holidays. Manager shall receive the same paid holidays as accorded to other Town employees.
- 3.5.5 Administrative Leave. Manager shall receive seven days administrative leave per year of this Agreement, which leave shall be awarded in a lump sum on January 1st of each year. Any administrative leave not taken by Manager shall not be accrued from year to year, nor shall the value of such administrative leave be paid to Manager upon termination of his employment.
- 3.5.6 Professional Growth. Manager is encouraged to attend professional courses and conferences in California during the term of his employment with the Town. The Town shall pay reasonable expenses of such attendance, including course fees, travel, food and lodging expenses (if reasonably necessary) up to a maximum of Five Thousand Dollars (\$5,000) per calendar year. Paid time off to attend such courses and conferences shall not exceed six days per year. The Town shall also pay Manager's yearly dues for full membership in the International City Management Association (ICMA) and the California City Management Foundation (CCMF).

4. Evaluations. The Town Council shall evaluate Manager's performance at least once annually during the term of this Agreement during the month of March or April or as soon thereafter as possible ("Annual Evaluation"). At the first evaluation during the term of this Agreement, in approximately March or April of 2015, the Town may consider a cost of living adjustment to the Base Salary and may consider modifications to Agreement terms.

5. Termination; General Release; Severance.

5.1 Termination Without Cause. If Town terminates this Agreement (thereby terminating Manager's employment) without Cause (as defined below), as determined by the affirmative votes of a majority of the members of the Town Council at a Regular Meeting of the Town Council, and if Manager signs and delivers to the Town Council, the General Release Agreement ("Release Agreement") in the form attached hereto as Exhibit B, Town shall pay Manager a lump sum benefit equal to six months of his then Base Salary, and shall provide six months of cafeteria plan allowance (the cash payment and continuing benefits, collectively "Severance").

5.2 Termination with Cause. If Town terminates this Agreement (thereby terminating Manager's employment) with Cause (as defined below), as determined by the affirmative votes of a majority of the members of the Town Council at a Regular Meeting of the Town Council, Manager shall not be entitled to any additional compensation or payment, including Severance, but shall only be entitled to accrued Base Salary, accrued vacation pay, and any other accrued and unused benefit allowances according to their terms as provided in Section 3 of this Agreement ("Accrued Salary and Benefits"). As used in this Agreement, "Cause" shall only mean any of the following:

- 5.2.1 Conviction of, or plea of guilty or nolo contendere to, any crime or offense (other than minor traffic violations or similar offenses) which is likely to have a material adverse impact on the Town or on the Manager's reputation;
- 5.2.2 Failure of the Manager to observe or perform any of the duties and responsibilities and exercise the authority of the Manager, as stated in the Town Manager Job Description, attached hereto as Exhibit A or failure to carry out any directive(s) of the Town Council made by the Town Council as a body at a Brown-Act compliant meeting, if that failure continues for a period of 30 business days from the date of his receipt of notice from the Town Council specifying the acts or omissions deemed to amount to that failure; conviction of any crime involving an "abuse of office or position," as that term is defined in Government Code Section 53243.4;
- 5.2.3 Any grossly negligent action or inaction by Manager that materially and adversely: (a) impedes or disrupts the operations of Town or its organizational units; (b) is detrimental to employees or public safety; or (c) violates Town's properly-established rules or procedures.

5.3 Before or After Municipal Election. In no event may Manager be terminated within 90 days before or after any municipal election for the selection or recall of one or more of the members of the Town Council.

5.4 Manager's Death. If, during the term or any extended term of this Agreement, Manager dies, Manager's estate shall receive Accrued Salary and Benefits, but shall not be entitled to any additional compensation or payment, including Severance.

5.5 Permanent Disability or Unable to Perform Duties. In the event Manager is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, or mental incapacity for a period of three consecutive months beyond

any provided sick leave, Manager agrees that this would be an undue hardship on the Town and the Town may terminate Manager's employment and this Agreement.

5.6 Voluntary Resignation. Manager may resign from his employment at any time, upon giving 60 days written notice to the Town Council. Manager is entitled to payment of Accrued Salary and Benefits, but is not entitled to Severance pursuant to Section 5.1.

5.7 Involuntary Resignation. If, as determined by the affirmative votes of a majority of the members of the Town Council, at a Regular Meeting of the Town Council, the Town Council requests that the Manager resign (as opposed to being terminated by the Town, whether with or without Cause) and the Manager resigns, then Manager shall receive the Severance described in Section 5.1 above.

5.8 Communications Upon Manager's Separation. In the event this Agreement is terminated for any reason, the Town and the Manager agree that no member of the Town Council, the Town staff, nor the Manager, shall make any written, oral or electronic statement to any member of the public, the press, or any Town employee concerning the termination of this Agreement except in the form of a joint press release or statement, the content of which is mutually agreeable to the Town and the Manager. Approval of the joint statement shall not be unreasonably withheld by the Town or the Manager. The joint press release or statement shall not contain any text or information that is disparaging to either party. Either party may verbally repeat the substance of the joint press release or statement in response to any inquiry.

5.9 Town Council Action and Notice. On termination of Manager's employment, with or without Cause or pursuant to Section 5.7, by the Town, the following action shall be required:

5.9.1 A vote by a majority of the Council for termination at a regular or special meeting of the Town Council, in open or closed session.

5.9.2 Delivery to Manager of notice of the Council's action. Said notice shall specify the grounds for termination of employment, if any, and specify the termination date.

5.10 Agreement Supersedes Municipal Code. It is intended that the provisions of this Agreement relating to termination shall be the exclusive procedure used by the parties and is intended to supersede any inconsistent provisions in the Town's Municipal Code and/or any personnel policies, either explicit or implicit.

6. Indemnification. Consistent with the California Government Code, Town shall defend, hold harmless, and indemnify Manager using legal counsel of Town's choosing, against expense or legal liability for acts or omissions by Manager occurring within the course and scope of Manager's employment under this Agreement.

7. Conflict of Interest. Manager warrants that he presently does not have and will not acquire any direct or indirect financial interest which would conflict with his performance of this Agreement.

8. Documents. All documents provided to Manager by the Town and all reports and supporting data prepared by Manager for the Town are the sole property of the Town and shall be delivered to the Town upon termination of this Agreement or at the Town's written request. All reports, information, data and exhibits prepared or assembled by Manager during his employment are confidential until released by the Town to the public, and Manager shall not make any of these unreleased documents or information available to any individual or organization not employed by the Town without the prior written consent of the Town Council.

9. Normal Work Hours. The parties agree that the Manager shall normally be present at Town Hall during business hours. It is further recognized that the Manager must devote a great deal of time to the business of the Town outside of the Town's customary office hours, and to that end the Manager's schedule of work each day and week shall vary in accordance with the work required to be performed. It is further recognized by both parties that that there is no provision for additional compensation of any form under this Agreement for Manager's hours worked outside of customary office hours except as provided in Section 9.1.

9.1 State of Emergency. In the event the Town Council declares a state of emergency, the Town Manager will be paid on an hourly basis for hours worked in excess of 40 hours over a period of five consecutive days to ensure proper accounting of his earnings spent in service to the Town in his distinct roles as the Town Manager and Director of Emergency Services. Manager's hourly rate shall be his annual salary divided by 2,080 hours. Costs incurred by the Town during a state of emergency are submitted as a qualified expense for emergency relief funds and Manager's service as Director of Emergency Services will be included in those reimbursement requests. In the event any portion or the entire reimbursement request is denied, Manager shall not be required to repay Town for the denied claim.

10. Arbitration.

10.1 Any controversy involving the construction or application of any terms or conditions of the Agreement, or any dispute between the parties, including, without limitation, whether Manager's federal or state statutory rights regarding discrimination and/or harassment have been violated, shall be submitted by the parties to arbitration with the American Arbitration Association ("AAA").

- 10.2 Arbitration shall be governed by the rules and regulations of the AAA. Any arbitration award shall be subject to the laws of the State of California governing such awards.
- 10.3 The arbitration process shall be commenced and concluded within 120 days of either party's written request for arbitration being delivered to the other. Said request must be delivered within 10 calendar days of the event giving rise to the arbitration.
- 10.4 Prior to the arbitration hearing, the parties shall submit the dispute to at least one mediation session before a retired trial court judge or other mediator jointly selected by the parties. Both parties shall endeavor to select and agree upon a mediator in a good-faith, timely manner.
- 10.5 All arbitration and mediation costs shall be shared equally between the parties; however, each party shall bear the costs of its/his own attorneys and witnesses.
- 10.6 The result of the arbitration shall be final and binding on both parties.

11. Entire Agreement; Amendment. This Agreement supersedes any and all other agreements, either oral or in writing, between the parties. Each party to this Agreement acknowledges that no representation, inducement, promise, or agreement, orally or otherwise, has been made by any party, or anyone acting on behalf of any party, which is not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party. Any modification of this Agreement will be effective only if it is in writing and signed by both the Town and Manager. The parties agree that the Town's personnel policies, except as superseded by the terms of this Agreement, either explicitly or implicitly, apply to Manager.

12. Effect of Waiver. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, and no waiver or relinquishment of any right or power on any given occasion shall be deemed a waiver or relinquishment of that right or power on any subsequent occasions.

13. Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, the remaining provisions shall continue in full force without being impaired or invalidated in any way.

14. Law. This Agreement shall be governed by the laws of the State of California.

15. Notices. Any notice or communication permitted or required by this Agreement shall be in writing and shall become effective on personal delivery or three days after

the mailing thereof by certified mail, return receipt requested, postage prepaid, to either party at Town Hall, 765 Portola Road, Portola Valley, California 94028.

16. Successors. This Agreement shall be binding on the heirs, beneficiaries, and successors in interest of the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates written below.

ATTEST:

Town Clerk

Mayor, Town of Portola Valley

Date: _____

Nicholas M. Pegueros

Date: _____

EXHIBIT "A"
JOB DESCRIPTION - TOWN MANAGER

TOWN OF PORTOLA VALLEY

TOWN MANAGER

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

To plan, direct, manage and oversee the activities and operations of the Town; to represent the Town to outside agencies and organizations; and to provide highly responsible and complex administrative support to the Town Council; to perform the functions of Finance and Purchasing Officer, Treasurer, Personnel Officer and Property Director.

SUPERVISION RECEIVED AND EXERCISED

Receives policy direction from the Town Council.

Exercises direct supervision over management, supervisory, professional, technical and clerical staff.

ESSENTIAL AND SECONDARY FUNCTION STATEMENTS--*Essential responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

1. Assume full management responsibility for all Town operations.
2. Direct the development and implementation of the Town's goals, objectives, policies and priorities. Develop strategic planning process to guide the future of the Town.
3. Establish, within Town policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly.
4. Plan, direct and coordinate, through staff and consultants, the work plan for the Town; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with appropriate staff and consultants to identify and resolve problems.
5. Assess and monitor workload, administrative support systems and internal reporting relationships; identify opportunities for improvement.
6. Select, motivate and evaluate personnel and consultants; resolve personnel concerns and issues.
7. Assess the need for, select and evaluate contract services Townwide.
8. Work with, promote and encourage the use of volunteers Townwide.
9. Oversee the development and administration of the Town budget; approve the forecast of funds needed for staffing, equipment, materials and supplies; approve expenditures and implement budgetary adjustments as appropriate and necessary.
10. Explain, justify and defend Town programs, policies and activities; negotiate and resolve sensitive and controversial issues.
11. Monitor State and Federal legislation and recommend appropriate action to the Town Council as needed.
12. Represent the Town to outside agencies; coordinate Town activities with those of other cities, counties and outside agencies and organizations.
13. Provide staff assistance to the Town Council; prepare and present staff reports and other necessary correspondence.

Town Manager
Position Description
Page 2 of 3

14. Provide staff support to assigned boards and commissions
15. Carry out duties as prescribed by the California Government Code or the Portola Valley Municipal Code for the functions of, Town Treasurer, Finance Officer, Purchasing Officer, Personnel Officer, Property Director and other functions designated by the Town Council.
16. Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of public administration and management.
17. Respond to media inquiries, Town Council concerns, issues and community needs.
18. Respond to and resolve difficult and sensitive citizen inquiries and complaints.

Secondary Functions:

1. Respond to emergency situations as required. In times of emergency this will become an essential function
2. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of current:

Operations, services and activities of a municipality.
Advanced principles and practices of public administration.
Principles and practices of program development and administration.
Principles and practices of municipal budget preparation and administration.
Principles and practices of personnel administration.
Principles of supervision, training and performance evaluation.
Principles of business letter writing and report preparation.
Rules and regulations governing public meetings.
Pertinent Federal, State and local laws, codes and regulations.

Ability to:

Plan, organize and direct the work of lower level staff and consultants.
Select, supervise, train and evaluate staff.
Delegate authority and responsibility.
Direct and manage the operations, services and activities of a municipality.
Identify and respond to community and Town Council issues, concerns and needs.
Develop and administer departmental goals, objectives and procedures.
Prepare clear and concise administrative and financial reports.
Prepare and administer large and complex budgets.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Research, analyze and evaluate new service delivery methods and techniques.
Interpret and apply Federal, State and local policies, laws and regulations.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.
Maintain physical condition appropriate to the performance of assigned duties and responsibilities.
Work in a political environment

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is desirable. A typical way to obtain the knowledge and abilities would be:

Town Manager
Position Description
Page 3 of 3

Experience:

Five years of increasingly responsible experience in municipal government, including significant administrative and supervisory responsibility.

Training:

Equivalent to a Bachelors degree from an accredited college or university with major course work in public administration, business administration or a related field. An MPA or equivalent additional experience is desirable.

Exhibit B

GENERAL RELEASE AGREEMENT

This General Release Agreement ("Release Agreement") is entered into by and between NICHOLAS M. PEGUEROS ("Manager") and TOWN OF PORTOLA VALLEY ("Town"), in light of the following facts:

- A. Manager's employment with Town concluded on _____.
- B. Certain disputes have arisen between Town and Manager and both parties desire to fully and finally resolve any and all such disputes.
- C. Nothing in this Release Agreement is intended as an acknowledgement or acceptance of liability by either party.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Manager has had the opportunity to consult with independent legal counsel of his selection prior to entering into this Release Agreement.
2. Manager acknowledges payment by the Town of all amounts owed to Manager pursuant to the Town Manager Employment Agreement dated December 10, 2014 ("Employment Agreement"), through the date of identified in Recital A ("Salary Payment"). Manager also acknowledges that Town has made this Salary Payment without regard to whether he signs this Release Agreement. The Salary Payment does not constitute consideration for this Agreement.
3. Severance. To receive the Severance identified in Section 5.1 of the Employment Agreement, Manager must sign this Agreement on or before 21 days from the date employment with Town concluded identified in Recital A, above. Within five days following Manager's execution and delivery of this Release Agreement to the Town, Town shall pay Manager the Severance. Manager acknowledges that the Severance is in excess of all amounts due and owing him as a result of his employment by Town.
4. General Release. In consideration of the Severance to be paid and provided to Manager, and other good and valuable consideration, Manager hereby releases and discharges Town and its past and present Town Council Members, employees, representatives and agents, from all rights, claims, causes of action, and damages, both known and unknown, in law or in equity, concerning and/or arising out of his employment by Town which he/she now has, or ever had, including but not limited to any rights, claims, causes of action or damages arising under Title VII of the Civil Rights Act of 1964, the Vocational Rehabilitation Act of 1973, the Employee Retirement Income Security Act, the Americans with Disabilities Act, the Age Discrimination in Employment Act, the Older Workers Benefits Protection Act, the Family and Medical Leave Act of 1993, the Domestic Partners Act of 2003, the California Labor Code, the Private Attorneys General Act of 2004, the California Moore-Brown-Roberti Family

Rights Act, the California Unruh Civil Rights Act, the California Fair Employment and Housing Act, any other federal, state, or local employment practice legislation, or any federal or state common law, including wrongful discharge, breach of express or implied contract, or breach of public policy.

Manager hereby waives and relinquishes all rights and benefits afforded by Section 1542 of the Civil Code of California. Manager understands and acknowledges the significance and consequences of this specific waiver of Section 1542. Section 1542 of the Civil Code of California states as follows:

"A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

Notwithstanding the provisions of Section 1542, and for the purpose of implementing a full and complete release and discharge of Town and its past and present Town Council Members, employees, representatives and agents, Manager expressly acknowledges that this General Release is intended to include in its effect, without limitation, all claims which he/she does not know or suspect to exist in his favor.

Manager further acknowledges that he/she has read this General Release and that he/she understands that this is a general release, and that he/she intends to be legally bound by the same.

5. Fees and Costs. Manager and Town agree that in the event of litigation relating to this Release Agreement, the prevailing party shall be entitled to recover his/its reasonable attorneys' fees and costs.

Dated _____, 20__

TOWN OF PORTOLA VALLEY

Mayor

MANAGER

Dated: _____, 20__

Nicholas M. Pegueros

APPROVED AS TO FORM:

By: _____

Date:_____

ATTEST:

By: _____

Town Clerk

Date:_____

Sharon Hanlon

From: Ken Lavine [Ken@Lavine2020.com]
Sent: Monday, November 17, 2014 4:57 PM
To: Sharon Hanlon
Cc: Craig Hughes; MJ Lee
Subject: Appointment of new member to Cable/Undergrounding Committee

Hello Sharon,

At our November 13 meeting, the Cable and Undergrounding Committee considered the application of Mr. Bob Pierce to become a member of the Committee. After due consideration, a resolution was passed requesting that the Council appoint Mr. Pierce to the Committee.

Consequently, the Committee requests that you place on the next available Town Council agenda for the Mayor's consideration our recommendation that Mr. Pierce be appointed to the Committee.

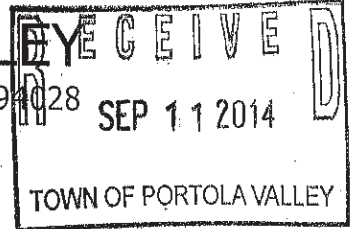
Thank you,
Ken Lavine
Chair of the Cable and Undergrounding Committee



Advisory Committee Application

TOWN OF PORTOLA VALLEY

765 Portola Road Portola Valley, California 94028



COMMITTEE OF INTEREST: Undergrounding

NAME: BOB PIERCE EMAIL: drbobpierce@yahoo.com

ADDRESS: 123 TAN OAK, PV

PREFERRED TELEPHONE CONTACT #1 [REDACTED]

I have been a resident of Portola Valley since 1975

STATEMENT OF INTEREST:

State why you have an interest in this committee, and state any background or experience you may have that may be useful in your service to this committee. You may attach a letter of interest or your resume to more fully describe your knowledge, experience and interest.

have attended meetings
past member of Parks/Rec

Do you have any personal or financial interest that could be perceived by others as a conflict of interest relative to your service on the committee? If so, please describe below.

No

TIME COMMITMENT – Generally committees meet monthly and require a significant time commitment and participation at regular meetings. Please consider this level of commitment when evaluating your interest in serving on one of the Town’s Advisory Committees.

[Signature]
Signature

9-11-14
Date

Please return application form to:

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

Email: shanlon@portolavalley.net
Tel: (650) 851-1700
Fax: (650) 851-4677

December 11, 2014

Ms. Donna Rutherford, Board President
San Mateo County Mosquito & Vector Control District
1351 Rollins Road
Burlingame, CA 94010

Re: Board of Trustees Appointment for Town of Portola Valley

Dear Ms. Rutherford,

The Town of Portola Valley's current representative, Mr. Steven Hedlund, has resigned from his appointment to the San Mateo County Mosquito & Vector Control District (SMCMVD). At its meeting on December 10, 2014, the Town of Portola Valley Town Council voted to appoint Mr. Raymond H. Williams to represent the Town of Portola Valley on the SMCMVD Board of Trustees. Mr. Williams is a resident of Portola Valley and meets all requirements to serve on the SMCMVD Board of Trustees. His appointment is to a two-year term that expires in January 2017.

Sincerely,

Mayor

cc: Mr. Raymond H. Williams
Mr. Leon Nickolus, San Mateo County Mosquito & Vector Control District Board Secretary

Raymond H. Williams

November 30, 2014

Ann Wengert, Mayor
John Richards, Town Council
Nick Pegueros, Town Manager
Town Center
765 Portola Road
Portola Valley, CA 94028

Members of the Town Council:

I have become aware of Steven Hedlund's resignation as Portola Valley's representative on the San Mateo County Mosquito and Vector Control District (SMCMVCD) Board of Trustees and am writing to let you know that I am very interested in succeeding him as our town's representative.

In order to become familiar with SMCMVCD operations and Board requirements I have

- a. discussed the position, responsibilities and commitment with Steve.
- b. visited the SMCMVCD offices in Burlingame to become familiar with the facility, laboratory and overall scope of operations.
- c. met with Brian Weber, Assistant Manager and toured the labs and facilities.
- d. reviewed current activities and priorities with another trustee.

SMCMVC has a new impressive facility, upgraded fleet, new lab equipment and its operations include several functions. The complete array of services may not be well known to Portola Valley residents. I was not fully aware of them and would take steps to work with you to ensure that our residents are familiar with of control all services offered by SMCMVCD.

My wife Patricia and I have lived in Portola Valley since 1972. We have had active careers including service to the town. Patricia was a member of the Planning Commission and Town Council. In order to acquaint you with my background I am enclosing a copy of my resume. My experience includes a combination of financial and operational responsibilities that seem particularly applicable to the situation facing SMCMVCD including the hiring of a new executive director and subsequent transition.

I am very interested in representing Portola Valley and filling the trustee position. I welcome the opportunity to discuss your perspectives and priorities and answer any questions you may have.

Best regards,



PROCESS TRANSFORMATION MANAGEMENT

A highly motivated professional who thrives solving the issues inherent in complex, multi-disciplinary projects making major changes to cross-functional business processes and influencing both procedural, cultural and regulatory change. Skilled in establishing effective stakeholder, functional and IT relationships. Expert at transformation projects that include new business processes, new technology and expanded operations. Hands-on leader combined with ability to mentor team members and to establish examples. Known for professional approach and reliability, dependability and initiative. Prior experience includes assignments in various regulated industries, energy, communications, utilities, food processing and import/export. Additional experience with regulatory compliance e.g. GAAP.

SKILLS

- **Assessing** performance and planned changes to policies, organizations, systems
- **Performance Assessment and Analysis** including industry studies and benchmarking
- **Business Model Analysis** including market factors and functional dependencies
- **Business Process Design and Improvement** including continuous improvement and best practices
- **Improved cross-functional business** processes and negotiated revised responsibilities
- **Analyzing and prioritizing** alternatives to address multiple interdependent, conflicting requirements
- **Scoping, planning and executing** complex projects and managing change, risk and communications
- **Challenging the status quo**, advocating benefits of change and managing stakeholder relationships
- **Project Management** including use of PMO, structured methodology e.g. PMBOK like and systems
- **Achieved significant performance improvements** and cost reductions, up to \$1.8 million in Year 1

RELEVANT EXPERIENCE 2000 to date

Accomplished manager who has extensive full life cycle project management experience and related skills. Has worked closely with executives, stakeholders and line/functional managers to define, plan, staff, control and successfully conclude a wide variety of assignments. These include performance improvement, process engineering, feasibility studies, vendor selection and system upgrades. Has worked in most industrial segments for domestic and international companies.

Fido Alliance – Diagnostic review of project management procedures for board of directors – Complete February 2014

PMI SV – board initiative to provide PMP project management skills to m&a integrations situations – ongoing

San Mateo County Grand Jury – Finance and Administration Chair

Other recent project management experience

Revenue Cycle Process Improvement

On multiple occasions have worked with team to manage in improve revenue related processes. These include those related to sales order processing – quote, acceptance, inventory and processing of cash receipts and also GAAP revenue recognition for various software and technology companies. Related

assignments have included diagnostic review of order pricing and discounts. Work has been performed for clients in multiple industries.

International Procurement Process

Provided interim project management to complete process definition and development of procurement process to provide for global sourcing and contracting the requirements to build and operate a new oil refinery in Brazil. Accelerated client acceptance by several months and provided for in country sourcing or selected materials and services. Specified quality standards, compliance testing procedures and labeling practices to conform to import, export customs requirements.

Reengineer Supply Chain and QA Process

Re-engineered Supply Chain and QA processes related to item receipt and returns and repairs for company spun off by parent. Resulted in 20% decrease in rejected items and 15% decrease in cycle times. Revised SAP system and achieved \$1,500,000 annual savings.

Sales Order Processing, Logistics and Supply Chain

The project for a company organized from multiple entities was behind schedule and over budget. Performed review of project plan and status, revised the project strategy, advised decision makers strategy and selected of implementation partners. Resulted in \$1.0 million cost saving and improvements to operations.

Process Reengineering & Systems Upgrade

Reengineered loan application and approval process as well as alternative payment options to comply with corporate and FDIC policies. Achieved one time cost saving of \$750,000. Documented systems requirements, selected new software and completed implementation

Manufacturing Experience

Experience includes multiple assignments in manufacturing such as computers, storage devices, heavy equipment, aircraft, pulp and paper, boxes, automotive spare parts and pumps/valves for energy. Functionality includes production planning, scheduling, inventory, process improvement and cost accounting.

Reengineering of Sales Cycle Processes.

Reengineered sales processes to comply with GAAP revenue reporting resulting in \$1.3 million in annual savings. Included a comprehensive review and reengineering of Sales Process: direct, web, and partner sales. Also reengineered downstream transaction processes for domestic and international operations. Established a core project team, created project governance rules, and reported to senior executive and the board.

Reengineer Transaction Processing Processes and Systems

Brought manufacturing system into compliance with new Federal Cost Accounting Standards, negotiated interpretation of complex policies resulting in one-time savings of \$2.8 million.

Costs and Operations

Designed business improvement process to upgrade the equipment fleet to process a newly discovered ore deposit. Resulted in operating and supply chain cost savings of \$2.5 million.

Procurement costs reduced by more than \$100,000 per year. The resulting projections were successfully used to attract investors in the one time effort to upgrade the fleet

Zellerbach Family Foundation

1994 to date

Vice President Board Member, Member of Finance Committee, Previous Chair of Audit Committee

WORK HISTORY

Independent Consultant –

2010 to date

Sold and delivered a variety of projects to public and private companies.

From March 2012 to July 2013 I monitored my Mothers health and settled her estate.

Tatum LLC San Francisco, CA Partner

2005 - 2009

Project Manager for Private Equity Groups and investors

Participated in business development, wrote proposals, documented project charter, scope, schedule and budget. Functioned a relationship and project manger.

Various startups

2001 – 2004

Member of Management Team of Door-to-Door Auctions, ReShape and Audit Solutions.

Prepared business plan, helped raise venture funding performed various operations roles.

Oracle Corporation Houston, TX

1996 - 2000

Senior Practice Director – Oracle Consulting, Energy Sector Global Vertical

Business Development, Pre Sales and project management for package implementations. Wrote proposals, prepared budget estimates, managed change control, risk and communications.

Lotus Development, San Francisco, CA Practice Director Lotus Consulting

1993 - 1996

Business Development, Pre Sales and project management of projects based on Lotus Notes

KPMG Management Consulting, San Francisco CA Principal

1969 - 1993

Served domestic and international Fortune 500 and mid market clients conducting. Multiple operations, order processing, replenishment, procurement engagements. Manufacturing, wholesale and distribution.

EDUCATION/CERTIFICATION, MILITARY

UC Berkeley BS Agricultural Economics & Industrial Engineering,

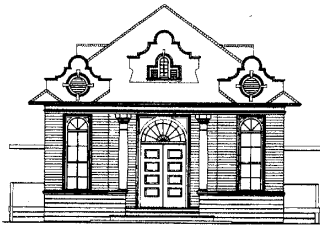
Stanford Continuing Studies: Finance, Branding, SEO/ Social Media, Artificial Intelligence, and Italian

PMP Certification, Certification # 1583615 **Agile Scrum** Certification anticipated 2015

US Army

PRODUCTIVITY SYSTEMS: MS Word, Excel, Project and Visio

Tri Athlete, Open Water Swimmer



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Stacie Nerdahl, Administrative Services Manager

DATE: December 10, 2014

RE: **Resolution Approving Amendments to the Town's Employee Compensation Plan Effective January 1, 2015**

RECOMMENDATION

The recommendation is that the Town Council approve the attached resolution to amend the Town's Employee Compensation Plan effective January 1, 2015.

BACKGROUND

On April 24, 2013, the Town Council approved the creation of the Employee Compensation Plan (Plan) document which outlines the authorized salary schedule and fringe benefits provided to employees. The Plan was last updated in August 2014 to reflect 2015 contribution levels to the cafeteria plan, consistent with the phased approach to adopt more sustainable benefit costs.

DISCUSSION

This update does not provide for any significant change in employee compensation. In addition to correcting a few typos, the following notable changes are recommended:

1. Salary Schedule (Section 1.1) – The schedule has been updated to reflect the new 40-hour workweek beginning January 1, 2015. This change does not have an effect on employee salaries as all employees are between bottom and top step. As a result of the increase in the workweek, the Town Council authorized a budget adjustment on November 12, 2014 that would provide for the increased hours worked by employees due to this change.
2. Cafeteria Flexible Benefits Plan (Sections 3.1 and 3.2) – The proposed edits remove unnecessary references to prior years 2013 and 2014.
3. Deferred Compensation (Section 4.1) – Consistent with Town Council direction on November 12, 2014, the deferred compensation benefit has been modified to provide the Public Works Director and Planning Director with a Town-paid contribution equal to five percent (5.0%) of their base salaries effective January 1, 2015. The cost of this benefit enhancement was factored into the budget adjustment that was approved by the Town Council on November 12.

December 10, 2014

Page 2 of 2

FISCAL IMPACT

The cost of the transition to a 40-hour work week will be \$36,000 in 2014-15 and is inclusive of the changes made to Sections 1.1 (Salary) and 4.2 (Deferred Compensation). There is no fiscal impact resulting from the changes to Sections 3.1 & 3.2 (Cafeteria Flexible Benefits Plan).

ATTACHMENT

1. Resolution Amending the Employee Compensation Plan
 - a. Exhibit A – Proposed Amendments to the Employee Compensation Plan

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

ATTACHMENT #1

RESOLUTION NO. _____-2014

**A RESOLUTION OF THE TOWN COUNCIL
OF THE TOWN OF PORTOLA VALLEY
AMENDING THE EMPLOYEE COMPENSATION PLAN
EFFECTIVE JANUARY 1, 2015**

WHEREAS, on the 24th day of April, 2013, the Town Council considered and approved Resolution 2587-2013 which adopted the Employee Compensation Plan in accordance with the Town's Personnel Policies; and

WHEREAS, the Town Council voted on November 12, 2014 to amend the 2014-15 personnel budget to implement a forty-hour workweek effective January 1, 2015; and

WHEREAS, as part of their consideration of the new workweek and consistent with the amended budget, the Town Council provided direction to divide the adopted annual salary range maximum and minimum by 2,080 hours rather than 1,950 hours; and

WHEREAS, as part of their consideration of the new workweek and consistent with the amended budget, the Town Council provided direction to increase salaries by 6.67% up to the maximum salary authorized on salary schedule for the classifications of Assistant to the Town Manager and Deputy Town Planner; and

WHEREAS, as part of their consideration of the new workweek and consistent with the amended budget, the Town Council provided direction to make a Town-paid contribution to deferred compensation that is equal to 5.0% of base salary for the Public Works Director and Planning Director; and

WHEREAS, the Town Council now desires to incorporate these changes in the adopted Employee Compensation Plan and several additional edits that do not impact employee benefits or Town costs;

NOW, THEREFORE, the Town Council of the Town of Portola Valley does hereby RESOLVE that the Employee Compensation Plan shall be amended effective January 1, 2015 as detailed in Exhibit A.

REGULARLY PASSED AND ADOPTED this 10th of December, 2014.

Mayor

ATTEST:

Sharon Hanlon, Town Clerk

EXHIBIT "A"

Town of Portola Valley Compensation Plan

~~Adopted by the Town Council August 13, 2014~~
Proposed December 10, 2014



|

Insert Adopted Resolution

COMPENSATION PLAN

The purpose of the compensation plan is to outline the compensation package for eligible employees and their eligible dependents. Eligibility is determined by the Town's Personnel Policies unless otherwise defined in the benefit description.

SECTION 1

AUTHORIZED CLASSIFICATIONS AND SALARIES

1.1 ~~Monthly~~ Salary Schedule by Permanent Employee Classification

~~Adopted May 14, 2014 Proposed 12-10-14~~

	Annual Range		Hourly Range	
	Bottom	Top	Bottom	Top
Administration				
Town Manager	set by contract		<i>salary</i>	
Town Clerk	\$ 70,762	\$ 106,106	\$ 34.0200	\$ 51.0125
Assistant to the Town Manager	\$ 70,762	\$ 106,106	<i>salary</i>	
Administrative Technician III	\$ 54,384	\$ 81,544	\$ 26.1460	\$ 39.2038
Administrative Technician II	\$ 47,290	\$ 70,908	\$ 22.7356	\$ 34.0904
Administrative Technician I	\$ 42,991	\$ 64,462	\$ 20.6688	\$ 30.9913
Planning				
Planning Director/Town Planner	\$ 114,131	\$ 171,123	<i>salary</i>	
Deputy Town Planner	\$ 85,214	\$ 127,774	<i>salary</i>	
Assistant Planner	\$ 54,384	\$ 81,544	\$ 26.1461	\$ 39.2038
Planning Technician II	\$ 47,290	\$ 70,908	\$ 22.7357	\$ 34.0904
Planning Technician I	\$ 42,991	\$ 64,462	\$ 20.6688	\$ 30.9913
Public Works / Facilities Maintenance				
Public Works Director/Town Engineer	\$ 114,131	\$ 171,123	<i>salary</i>	
Deputy Building Official	\$ 85,214	\$ 127,774	\$ 40.9682	\$ 61.4298
Recreational Facilities Coordinator	\$ 52,605	\$ 78,876	\$ 25.2909	\$ 37.9212
Senior Maintenance Worker	\$ 52,605	\$ 78,876	\$ 25.2909	\$ 37.9212
Maintenance Worker II	\$ 44,491	\$ 66,721	\$ 21.3897	\$ 32.0774
Part-Time Classifications-				
Stable Inspector-	<i>part-time, as needed</i>		\$ 18.1755	\$ 26.0925

Notes:

- All hourly positions are based on a ~~37.5~~ 40.0 hour work week (~~4,950~~ 2,080 hours per year) unless noted otherwise.
- Not all classifications detailed above are authorized to be filled, please refer to the Town's budget for authorizations.

1.2 Temporary and Part-Time Employee Salaries

Temporary and Part-Time employees are paid an hourly rate equivalent to the monthly rate for permanent employees in a like classification at a salary commensurate with the employee's experience. If there is no related permanent employee classification, the Town Manager shall set a temporary rate not to exceed \$25.00 per hour.

SECTION 2

LEAVE

All leaves provided to employees (both paid and unpaid) are documented in Section 7 “Attendance and Leaves of Absence” of the Adopted Personnel Policies.

SECTION 3

HEALTH AND WELFARE

3.1 Cafeteria Flexible Benefits Plan

The Town shall calculate the flexible benefit allowance (flexible dollar amount) based on the following chart effective January 1st of each year. The percentages shown below represent the amount of the flexible benefit allowance as a percentage of the CalPERS Kaiser premium as adopted by the CalPERS Board annually.

		Flexible Dollar Amount, as % of CalPERS Kaiser Premium				
		1/1/13	1/1/14	1/1/15	1/1/16	1/1/17
<i>Employee only</i>		100%	125.0%	125.0%	125.0%	125.0%
<i>Employee +1</i>		100%	95.0%	90.0%	85.0%	80.0%
<i>Employee +2/more</i>		100%	92.5%	82.5%	72.5%	62.5%

The Town provides a cafeteria plan flexible dollar amount as follows:

<i>Level of coverage</i>	<i>2014 Monthly Flexible Dollar Amount</i>	<i>2015 Monthly Flexible Dollar Amount</i>
Employee	\$928.00	\$894.00
Employee plus one	\$1,411.00	\$1,287.00
Employee plus two or more	\$1,786.00	\$1,533.00

The flexible dollar amount may be used to select any of the CalPERS - Public Employees' Medical and Hospital Care Act (PEMHCA) medical plans available to the employee or any other benefits available in the Town's Cafeteria Flexible Benefits Plan (Plan). ~~In 2014 the~~The additional Plan options include payment of dependent coverage vision insurance, contribution to a deferred compensation program, and contribution to a flexible spending account option. Employees selecting a plan or benefits for which the cost is greater than the Town's applicable flexible dollar amount shall pay the excess cost and may opt to pay the excess cost on a pre-tax basis. Eligible employees with proof of insurance from another source may elect to receive an opt-out payment in lieu of participating in the Town's Cafeteria Flexible Benefits Plan. Opt-out payments are:

<i>Level of coverage</i>	<i>Monthly opt-out payment</i>
Employee Only & Employee plus one	\$600.00
Employee plus two or more	\$800.00

The Town shall adopt and maintain an IRS Section 125 Cafeteria Flexible Benefits Plan Document and the monthly flexible dollar amount may be adjusted by resolution of the Town Council.

3.2 Designated Health Contribution Toward Health Premium

The Town contracts with CalPERS for PEMHCA medical insurance and pays the minimum monthly health contribution toward the health premium, as established by PEMHCA on an annual basis, for eligible employees and qualifying retirees. For eligible employees, this benefit begins on the first day of the calendar month following the employee's hire date and terminates on the last day of the calendar month following the employee's separation date. ~~For 2013, the PEMHCA contribution for health is \$115 per month for eligible employees and qualifying retirees. For 2014, the PEMHCA contribution for health is \$119 per month for eligible employees and qualifying retirees.~~ Retirees will be required to qualify as CalPERS annuitants and meet all statutory and legal requirements necessary to receive this benefit. The PEMHCA health contribution is included in the Cafeteria Flexible Benefit Plan amounts described in Section 3.1.

3.3 Dental Plan

The Town contracts for dental insurance and pays the full premium for eligible employees and their eligible dependents. This benefit begins on the first day of the calendar month following the employee's hire date and terminates on the last day of the calendar month following the employee's separation date.

3.4 Vision Plan

The Town contracts for vision insurance and pays the full premium for eligible employees and their eligible dependents. This benefit begins on the first day of the calendar month following the employee's hire date and terminates on the last day of the calendar month following the employee's separation date.

3.5 Long Term Disability Insurance

The Town contracts for long term disability insurance (LTD) and pays the full premium for eligible employees. This benefit begins on the first day of the calendar month following the employee's hire date and terminates on the employee's date of separation.

3.6 Group Term Life Insurance

The Town contracts for group term life insurance in the amount of fifty thousand dollars (\$50,000) for eligible employees. This benefit begins on the first day of the calendar month following the employee's hire date and terminates on the employee's date of separation.

3.8 Workers' Compensation

3.8.1 General Description

Through worker's compensation, employees are insured against losses due to job-related illness or injury. Under this program, medical expenses are paid and, while disabled, employees are eligible for weekly compensation based on their salary.

3.8.2 Eligibility

Regular, full-time employees, part-time employees and temporary employees are eligible for this benefit. Retired employees are not eligible for this benefit.

3.8.3 Benefit

When an employee suffers a workers' compensation injury, the employee is eligible for receipt of two-thirds (2/3) of his/her salary or the amount statutorily assigned by the State of California, whichever is lower, as well as authorized health care costs, through the workers' compensation claim. Employees on workers' compensation leave may use accrued sick leave to supplement any monetary difference between their normal rate of pay and the temporary disability benefits of workers' compensation.

3.8.4 Method of Administration

Workers compensation claims are administered for the Town by a third-party administrator. All on-the-job injuries must be reported to the Administrative Services Manager immediately. When an employee makes a workers' compensation claim, the claim must be submitted to the Town on the appropriate claim form, and must be accompanied with verification of the injury by a physician as well as the recommendation that the employee be absent from work for a certain length of time to allow recovery from the injury. The third-party administrator makes the determination as to whether a claim is eligible for payment and which medical bills are eligible for reimbursement.

3.9 Uniforms and Safety Gear

Town employees who work in the field may be provided uniforms and safety gear necessary to protect the employee's well-being and establish a consistent Town image. The Town Manager shall determine which employee classifications are eligible for this benefit and what type of uniform or safety gear is appropriate.

The Town's annual budget includes a line item for this benefit and purchases must be authorized by the employee's supervisor under the general guidance of the Town Manager. Uniforms and safety gear are replaced as deemed necessary by the supervisor.

SECTION 4

OTHER BENEFITS

4.1 **Deferred Compensation**

4.1.1 General Description

Town employees are eligible to participate in approved deferred compensation plans through payroll deductions. These deductions are forwarded to the appropriate institution by the Town at the end of each month. The two companies that are approved by the Town to administer this benefit are the National Deferred and the ICMA Retirement Trust Corporation.

4.1.2 Eligibility

Regular, full-time employees and part-time employees who regularly work twenty (20) hours per week or more are eligible for this benefit. Part-time employees who work less than twenty (20) hours per week, temporary employees, and retired employees are not eligible for this benefit.

4.1.3 Benefit

~~The two companies that are approved by the Town to administer this benefit are the National Deferred and the ICMA Retirement Trust Corporation.~~ Deferred compensation is self-funded with no contribution from the Town unless otherwise stipulated by contract or as detailed below for the incumbent Public Works Director and Planning Director. Employees who elect to participate have an amount deducted from each paycheck deposited directly into their deferred compensation account. The amount of the maximum annual contribution is determined by federal and state regulations.

Public Works Director and Planning Director:

Town shall make a contribution to the deferred compensation account of the incumbent Public Works Director and Planning Director that is equal to five percent (5.0%) of their base salary each pay period provided that the Town's contribution when combined with the employee's contribution does not exceed the maximum annual contribution.

4.1.4 Method of Administration

Deferred compensation transactions are handled as payroll deductions. Deductions from an employee's gross pay are deposited in the appropriate account and are itemized on the employee's check stub. Taxable income at year-end is based on an employee's post-deduction gross pay. Federal and state income taxes are not calculated or withheld on amounts deposited in employee deferred

|
compensation accounts, as they are deferred until withdrawals from the accounts begin (usually upon retirement).

4.2 Credit Union

All Town employees are eligible to become members of the San Mateo County Employee's Credit Union. The advantages of the programs offered to member employees are typical of credit union membership, at no cost to the Town.

4.3 Automobile Allowance

4.3.1 General Description

The automobile allowance provides reimbursement for the maintenance and use of a management employee's personal vehicle for Town business. This benefit is in lieu of a Town-provided vehicle.

4.3.2 Eligibility

The following positions are eligible for an automobile allowance: Deputy Building Official, Public Works Director, Planning Director.

4.3.3 Benefit

Eligible employees will receive a monthly allowance of two hundred fifty dollars and zero cents (\$250.00) per calendar month as compensation for the use of their personal vehicle while conducting Town business.

4.3.4 Method of Administration

This benefit is paid each pay period worked during the calendar year at the rate of two hundred fifty dollars and zero cents (\$250.00) per calendar month.

4.4 Tuition Reimbursement

4.4.1 General Description

This Section outlines the Town's Tuition Reimbursement Policy which provides financial assistance for job-related education.

4.4.2 Eligibility

All full-time employees of the Town who have completed no less than one year of continuous employment prior to the time of course enrollment are eligible for tuition reimbursement.

4.4.3 Benefit

It is the Town's policy to provide participants seeking to improve their work performance or enhance their value to the Town with reimbursement for coursework related to a degree, certificate or skill enhancement. Each course must be related to the participant's present or probable future work assignment. Courses not taken as part of a degree program are evaluated on a course-by-course basis. All coursework and course-related activities must be completed during off-duty hours.

The funds provided to eligible participants under this benefit are available only for the reimbursement for tuition costs. Institution fees, textbooks, supplies, and other costs are not reimbursable under this benefit.

Reimbursement is contingent upon the student's achieving a minimum letter grade of "B" or a point grade of "3.0" while also maintaining satisfactory work performance his/her assigned duties. The maximum reimbursement per participant is \$3,000.00 per fiscal year.

4.4.4 Method of Administration

To request tuition reimbursement, participants must receive pre-approval for tuition reimbursement under this policy. To do so, participants must submit a "Request for Tuition Reimbursement" form to the Town Manager. The Town Manager has sole discretion over the request and may approve or deny the request.

SECTION 5

RETIREMENT

5.1 Pension – “Classic Members”

5.1.1 General Description

The Town’s retirement program provides employees with benefits through their retirement years in an amount which is based upon years of service, age of employee at the beginning of their retirement and the three highest years’ compensation during their tenure.

5.1.2 Eligibility

All regular, full-time and part-time employees who work twenty (20) hours per week or more hired prior to January 1, 2013 are members of the California Public Employees Retirement System (CalPERS) are “Classic Members”. Employees hired on or after January 1, 2013 must meet the tests established by the Public Employees’ Pension Reform Act of 2012 to determine their eligibility to qualify as a “Classic Member”. In order to be eligible any such employee must meet all applicable CalPERS eligibility rules.

5.1.3 Benefit

The Town contributes an employer share of retirement contribution based on the eligible compensation for each eligible employee, and also pays the employee’s share of the retirement contribution. The employee’s share is equal to 7% of their eligible compensation. No deduction is made from an employee’s earnings for this retirement benefit. Eligible compensation is defined as base salary less \$133.33 per month due to the Town’s participation in Social Security. Eligible compensation excludes the following pay types, not all of which are currently available to Town employees: one-time or ad hoc payments; terminal pay; pay for unused leave or time off; pay for work outside of normal hours; uniform, housing or auto allowances; and employer contributions to defined contribution deferred compensation plans.

The Town’s contract with CalPERS provides service retirement benefits under the “2% at 55” formula. The formula uses a multiplier of X%, times the number of years of service, to determine retirement benefits at a given age. For example, under the 2% at 55 formula, a retiree with 10 years of service retiring at age 55 would receive an annual retirement benefit of 20% of his/her adjusted final compensation (calculated as the highest average annual compensation over a consecutive three-year period). The earliest retirement date is age 50, with at least 5 years of service. The table below shows the “benefit factor”, or multiplier for the 2% at 55 plan.

	2% @ 55
Retirement Age	Percent Per Year
	X
50	1.426
51	1.522
52	1.628
53	1.742
54	1.866
55	2.000
56	2.052
57	2.104
58	2.156
59	2.210
60	2.262
61	2.314
62	2.366
63 and over	2.418

5.1.4 Method of Administration

The Town makes the appropriate payment to CalPERS each month. CalPERS keeps detailed records of each employee’s account and sends annual statements to all employees within six months following the close of each fiscal year (June 30th). Once an employee retires, CalPERS administers the retirement benefit to the former employee. CalPERS offers many retirement planning workshops throughout the year to assist employees with retirement planning decisions. Details regarding the accrual and disbursement of retirement benefits can be discussed directly with a CalPERS representative.

5.2 Pension – “New Members”

5.2.1 General Description

The Town’s retirement program provides employees with benefits through their retirement years in an amount which is based upon years of service, age of employee at the beginning of their retirement and the three highest years’ compensation during their tenure.

5.2.2 Eligibility

All regular, full-time and part-time employees who work twenty (20) hours per week or more hired on or after January 1, 2013 are “New Members” unless they meet the tests established by the Public Employees’ Pension Reform Act of 2012 to determine their eligibility to qualify as a “Classic Member”. In order to be eligible any such employee must meet all applicable CalPERS eligibility rules.

5.2.3 Benefit

The Town contributes an employer share of retirement contribution based on the eligible compensation for each eligible employee. The employee’s share is equal to one-half of the normal cost of the pension benefit for both employer and employee. The employee’s share is deducted from the employee’s earnings on a pre-tax basis for this retirement benefit. Eligible compensation is defined as base salary less \$133.33 per month due to the Town’s participation in Social Security. Eligible compensation excludes the following pay types, not all of which are currently available to Town employees: one-time or ad hoc payments; terminal pay; pay for unused leave or time off; pay for work outside of normal hours; uniform, housing or auto allowances; and employer contributions to defined contribution deferred compensation plans

The Town’s contract with CalPERS provides service retirement benefits under the “2% at 62” formula. The formula uses a multiplier of X%, times the number of years of service, to determine retirement benefits at a given age. For example, under the 2% at 62 formula, a retiree with 10 years of service retiring at age 62 would receive an annual retirement benefit of 20% his/her adjusted final salary (calculated as the highest average annual compensation over a consecutive three-year period). Final compensation excludes the following pay types, not all of which are currently available to Town employees: one-time or ad hoc payments; terminal pay; pay for unused leave or time off; pay for work outside of normal hours; uniform, housing or auto allowances; and employer contributions to defined contribution deferred compensation plans. The earliest retirement date is age 52, with at least 5 years of service. The table below shows the “benefit factor”, or multiplier for the 2% at 62 plan.

	2% @ 62
Retirement Age	Percent Per Year
	X
52	1.000
53	1.100
54	1.200
55	1.300
56	1.400
57	1.500
58	1.600
59	1.700
60	1.800
61	1.900
62	2.000
63	2.100
64	2.200
65	2.300
66	2.400
67 and over	2.500

5.2.4 Method of Administration

The Town makes the appropriate payment to CalPERS each month. CalPERS keeps detailed records of each employees account and sends annual statements to all employees within six months following the close of each fiscal year (June 30th). Once an employee retires, CalPERS administers the retirement benefit to the former employee. CalPERS offers many retirement planning workshops throughout the year to assist employees with retirement planning decisions. Details regarding the accrual and disbursement of retirement benefits can be discussed directly with a CalPERS representative.

5.3 **Social Security & Medicare Benefits**

Payroll taxes for both Social Security and Medicare are deducted from employee wages in addition to any deduction for CalPERS Pension to fund Social Security and Medicare benefits which include old-age, survivors, and disability insurance. These taxes are paid by both the employee and the employer and are set by the federal government. An annual maximum tax is established by the federal government for Social Security and the tax is no longer deducted from the employee's wages once the employee reaches the maximum tax in a calendar year. There is no cap on Medicare taxes. Certain types of tax deferred income or pre-tax earnings are exempt from these taxes.

There are no written materials for this agenda item.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Nick Pegueros, Town Manager
Brandi de Garmeaux, Sustainability & Special Projects Manager

DATE: December 10, 2014

RE: **Creation of a New Standing Committee on Water Conservation and Approval of Charter**

RECOMMENDATION

It is recommended that the Town Council create a new standing Committee on Water Conservation and approve the draft Charter (Attachment 1).

BACKGROUND

In their report, the Ad-Hoc Water Conservation Task Force has made several recommendations that require further study. Staff concurs that these issues deserve additional attention and recommends that the Town Council create a new, standing committee to focus solely on Water Conservation. With input from the Task Force, staff has created the attached draft Charter for the Council's review. In order to continue the momentum of the Task Force, staff recommends the following schedule for building the membership of the new Committee:

- December 10, 2014: Council creates standing Water Conservation Committee and adopts charter.
- December 16, 2014: Advertisement for new members is posted.
- January 14, 2015: Mayor appoints Committee members with the concurrence of the Town Council.
- January 27, 2015: New Water Conservation Committee holds its first meeting.

ATTACHMENTS

- Attachment 1: Draft Water Conservation Committee Charter

Attachment 1

Water Conservation Committee Charter**MISSION**

The Water Conservation Committee's mission is to utilize available resources and draw on local partners to develop and assist in implementing a comprehensive water conservation program for the town of Portola Valley, with the end result of reducing water consumption by residential, business and institutional users as well as developing more sustainable water practices for the future.

DUTIES & FUNCTION

The Committee will focus their efforts on reducing water consumption through the following:

1. Through Town staff, collaborate with Cal Water to increase awareness of existing programs, develop new programs and use consistent "messaging" to encourage targeted, high-impact actions for residents and/or businesses.
2. Maintain a water conservation presence on the Town webpage, including engaging and up-to-date information.
3. Develop educational programs that educate residents and/or local landscape professionals on best practices in water conservation. When possible, collaborate with Cal Water, or other conservation agencies, to host the programs.
4. Develop recommendations to the Town Council on what the Town could do to sponsor and/or encourage water conservation in the following areas:
 - a. Town regulations and policies
 - b. Incentives
 - c. Educational programs
 - d. Marketing

RESPONSIBLE TO

Town Council

COORDINATION

Staff Liaison – Sustainability & Special Projects Manager
Town Council Liaison

MEMBERSHIP

The membership of this Committee shall consist of a minimum of five (5) and a maximum of nine (9) members appointed by the Mayor in concurrence with the Town Council. In addition, the Committee may include advisory members from Cal Water, other local jurisdictions and/or local organizations working on water conservation issues.

MEETINGS

The Committee will decide on a regular meeting schedule at their first meeting.

REPORTS

The Committee will determine how frequently it will make reports to the Town Council, with reports occurring at least once per year.

Adopted by the Town Council _____



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Nick Pegueros

DATE: December 10, 2014

RE: **Half-pipe Skateboard Ramp Proposal**

RECOMMENDATION

It is recommended that the Town Council:

1. Receive report from the Parks & Recreation Committee (Attachment 1)
2. Review staff's initial questions (Attachment 2)
3. Provide direction to the Committee and staff regarding next steps, if any.

ATTACHMENTS

1. Memo from Jon Myers, Parks & Recreation Committee re: Half-pipe Skateboard Ramp Proposal, dated November 3, 2014
2. Email from Howard Young, Public Works Director re: Half-pipe Skateboard Ramp Proposal, dated November 24, 2014



Town of Portola Valley
Parks & Recreation Committee
Half-pipe Skateboard Ramp Proposal
November 3, 2014

Dear Town Council,

In November, 2013, the Town Council approved installing a quarter-pipe skate ramp in the Town's All Sports Court as a one year experiment. In March of this year it was installed. By all accounts, the experiment has been a success. The number of residents using the skate ramp is estimated to be 50 – 100. Approximately 10 – 20 residents use it each week. There's been only one complaint from the community. That was shortly after it was installed and regarded trash being left at the All Sports Court. A trash bin was put closer to the area and that issue has been resolved. There have been no safety incidents.

The plan was to install the quarter-pipe to determine the interest in a skate ramp in our community. If successful, we agreed to investigate installing a half-pipe skate ramp. Recently, members of the community approached the Parks & Recreation Committee to begin the next step in the process.

The half-pipe skate ramp would replace the quarter-pipe and be installed in the same area on the All Sports Court as the current ramp. The half-pipe is significantly larger – the quarter-pipe is 3 feet high, 8 feet wide, and 8 feet long while the half-pipe would be 6 feet high, 24 feet wide, and 34 feet in long. The half-pipe will fit safely within the confines of the All Sports Court and should not interfere with the tennis courts or the basketball court area. The area skateboarders' use is actually smaller for a half-pipe than for a quarter-pipe even though the half-pipe structure is larger. Skateboarders primarily skate within the half-pipe and don't use the surrounding area as much. Skateboarders need more runway to gain momentum to skate up and down a quarter-pipe skate ramp.

As was the case with the quarter-pipe, the half-pipe will be fully funded by donations from the community. The cost of the ramp will be approximately \$15,000. The team that raised the funds for the quarter-pipe (Patrick Sullivan and Mark Sutherland) will be leading the fundraising for the half-pipe.

The next step in the process is for the Parks and Recreation to gather more input from the community to ensure there is sufficient support for a half-pipe and to understand any concerns. The fundraising team also plans to begin raising funds. We would like approval from the Town Council to begin these steps.

Regards,
Jon Myers
Parks & Recreation Committee

APPENDIX A

Quarter Pipe Skateboard Ramp

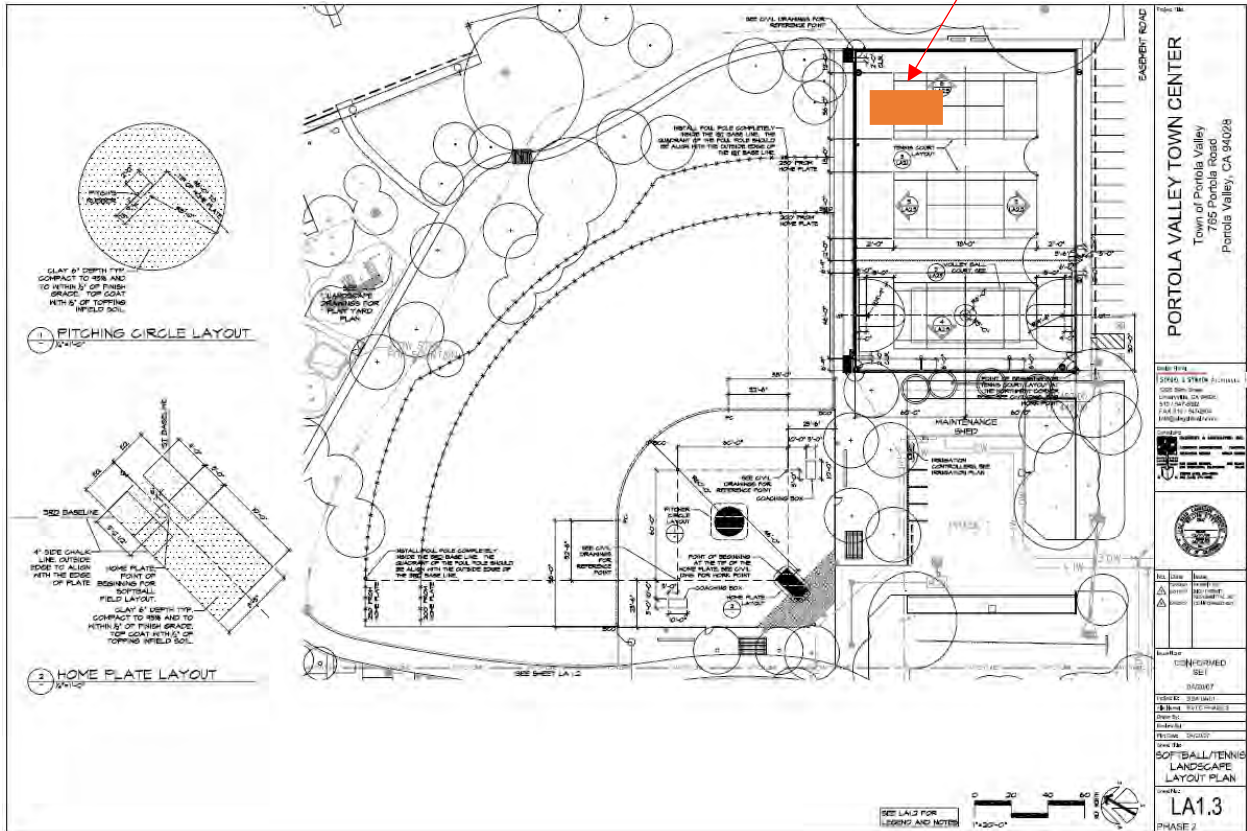


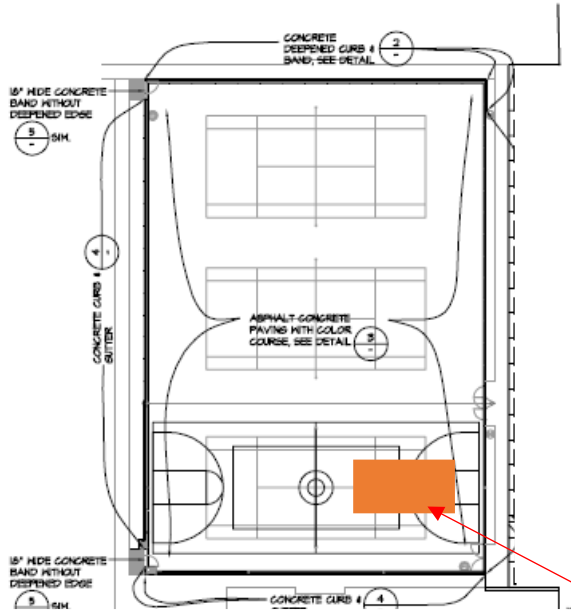
Half Pipe Skateboard Ramp



APPENDIX B

Skate Ramp location





Skate ramp location

Portola Road

Attachment 2

Nick Pegueros

From: Howard Young
Sent: Monday, November 24, 2014 3:50 PM
To: Simone LaValle; 'Jon Myers'
Cc: Nick Pegueros
Subject: RE: Halfpipe Skateboard Ramp Proposal

Follow Up Flag: Follow up
Flag Status: Completed

Hello Simone and Jon,
 Hope all is well. Nick asked me to review the email below and provide some initial thoughts. I believe these questions/items will be asked of us somewhere during the process and we should prepare for the answers. He indicated that your proposal letter was going to be provided to the Council at its December 10 meeting. Let me know if there are any questions or if I can be of further assistance. Thanks very much.

1. I have not heard or seen any issues since the ¼ pipe ramp opened.
2. I assume that it would have to go to the ASCC again if the Council considers since it is along the scenic corridor
3. The use figures indicated seem high. Tony indicates he sees more basketball use during business hours. How was the data obtained?
4. Displacement of full court basketball users. How many are there? I know that there was one concerned parent that wrote to you.
5. The size of the new proposed ramp did not include the hand rails? Total height would be closer to 10'. Do we need a ladder or stairs to get to top? Is this the size the users will be happy with.
6. Ramp actually goes from 3' high to 6' high. Is this needed? This would be a policy and risk assessment consideration.
7. We would have to see if there are any manufacture recommended clearance zones.
8. Concerning costs, we should get solid quotes that are all inclusive of the Towns/Committee requirements and issues prior to fundraising.
9. Simone indicated that there has been discussions of a Backboard / Wall for tennis court users. Maybe this could be incorporated onto the back of one of the sides of the back of the ramp? We can ask the landscape architect this question.
10. Since a half pipe is self-contained, consider a different or look into potential location options again?

Sincerely,

Howard Young
 Public Works Director
 Town of Portola Valley
 650-851-1700 x 214
hyoung@portolavalley.net

From: Jon Myers [<mailto:myersjonathan@yahoo.com>]
Sent: Tuesday, November 04, 2014 9:42 AM
To: Nick Pegueros; Howard Young; Patrick Sullivan; Simone LaValle; Mark Sutherland
Subject: Halfpipe Skateboard Ramp Proposal

Hi Nick,

The Parks and Recreation Committee, with the team that worked on the skateboard ramp, would like to submit the attached proposal to the Town Council for discussion at the next possible Town Council meeting. My understanding is that Simone discussed this with you. If you have any questions or recommended changes to the proposal, please let me know. Right now, we're only asking for approval to reach out to the community to gather feedback, and to start raising funds. Once we have more community input, we'll come back to the Town Council for approval to proceed with the half-pipe skateboard ramp.

Feel free to call me to discuss this. My cell phone number is 408-823-8188.

Thanks,

Jon

Date: December 10, 2014

To: Town Council

From: Bicycle, Pedestrian, Traffic Safety Committee

Re: Draft Policy for Assessing Hazards and Potential Hazards on Neighborhood Roadways

Recommendation –

1. Approve the attached draft policy
2. Provide clarification to the Committee regarding procedure for addressing bicycle, pedestrian, and traffic safety concerns on town arterial roadways and within scenic corridors.

Background - At their April 23, 2014 meeting, staff recommended and the Town Council agreed that a comprehensive policy to address traffic calming in town is necessary before actions are taken on specific neighborhood roadways in reaction to neighborhood complaints. Numerous examples of traffic calming policies, procedures, and guidelines are in place in surrounding communities. Staff pointed to the recently adopted Los Altos Hills Traffic Calming Guide as a template for a Portola Valley specific guide and the Town Council directed the BPTSC to work on the issue and return to the Council with a recommended policy.

For the past several months, a subcommittee of the BPTSC has worked with staff to develop a recommendation that is responsive to the Town Council's request. As part of that work, staff and a member of the BPTSC (Kari Rust) reached the conclusion that many of challenges faced in using the Los Altos Hills Traffic Calming Guide (LAH Guide) as a template for Portola Valley is that the LAH Guide is not well suited for the unique circumstances facing Portola Valley. Specifically, the LAH Guide lacks a distinction between arterials and neighborhood roadways. In Portola Valley a one-size fits all traffic calming policy is not particularly feasible because the conditions and uses of arterials (e.g. Portola Road) are distinctly different from those of neighborhood roadways (e.g. Willowbrook Drive). The decision was therefore made by staff, following consultation with BPTSC member Rust and further as detailed to the entire BPTSC at their meeting on October 8th, to first develop a policy for neighborhood roadways so that progress could be made in response to the Town Council's direction to the BPTSC.

Discussion – The BPTSC reviewed and discussed a proposed policy drafted by town staff at their meeting on November 5, 2014. The Committee agreed to amendments that have been included in the attached policy.

In addition to the need for a policy to assess and address hazards on rural neighborhood roadways, the Committee identified a need for a policy that speaks to bicycle, pedestrian and traffic safety concerns on the town's two arterial roads - Portola Road and Alpine Road. The attached policy does not provide the Committee guidance on the proper process to address those matters. The Committee is therefore requesting that the Town Council provide clarification on how to assess and address hazards or potential hazards on the arterial roadways.

Draft Policy for Neighborhood Roadways

It is the Town of Portola Valley's policy to abate, to the greatest extent possible, identified safety hazards that threaten life, property, or the environment. Staff is authorized to abate imminent safety hazards on Town-owned roadways including such items that are potential hazards like roadway obstructions and vegetation in Town-owned Right-of-Way. In an instance where conflicts between motorized (e.g., automobile) and non-motorized (e.g., pedestrian, bicyclist, equestrians, etc.) on the Town's rural neighborhood roadways are brought to the Town's attention due to perceived or actual safety concerns, staff will refer the matter to the Bicycle, Pedestrian, Traffic Safety Committee (BPTSC) for assessment. The BPTSC shall quantify the following four criteria to assess whether the concern deserves further attention:

Criteria	Threshold
Speed	Minimum 85 th percentile speed of 32* miles per hour
Separation of motorized and non-motorized uses	Absence of a roadside trail
Volume	Minimum volume of 500* vehicles per day
Accident history	Unusual accident history as defined by six (6) or more vehicle property damage incidents or one vehicle related fatality within the prior three consecutive years. Property damage incidents due to parking, vehicle equipment, drug/alcohol and certain other causes clearly not solvable by modifications to the roadway will not be counted.

* Threshold mirrors that set by San Mateo County for roads in their jurisdiction (e.g. Los Trancos and Ladera neighborhoods).

If the data collected by the BPTSC meets or exceeds all four of the thresholds above, the BPTSC, with support of 2/3rds of the impacted neighbors, shall work with staff, lead neighborhood representatives, other relevant Town committees (such as Trails and Public Works), the Sheriff's Office, and the Fire District to develop a recommendation to the Town Council to address the potential hazard. The Town Council shall make the final determination regarding the recommendation taking factors such as the efficacy (does the recommendation solve the root problem), project funding and priority relative to other projects underway. The Town utilizes guidance from the Manual of Uniform Traffic Control Devices (MUTCD), the California Department of Transportation (Caltrans), and the California Vehicle Code (CVC).

For matters where the data do not support findings of a potential hazard, the BPTSC and Town staff recommend enforcement and community education solutions to address the problem at the neighborhood level. The following options are available to help assist neighborhoods in their concerns:

- Town staff can assist with operational requests such as:
 - Targeted enforcement with greater Sheriff's Office visibility, as resources allow.
 - Maintenance of landscaping in Town-owned right-of-way to improve street visibility
 - Locating the Town's radar speed display unit in an area of concern
 - Improved signage to increase awareness of neighborhood concerns
- The BPTSC will provide guidance to organized neighborhoods on how to implement traffic education and awareness campaigns, including:
 - Community meetings and workshops
 - Personalized letters and flyers to neighbors
 - Block parties
 - Education workshops on safe driving habits

There are no written materials for this agenda item.

TOWN COUNCIL WEEKLY DIGEST

Friday – November 14, 2014

1. Agenda (Action) – ASCC – Monday, November 10, 2014
2. Agenda (Action) – Town Council – Wednesday, November 12, 2014
3. Agenda – Ad-Hoc Water Conservation Task Force – Tuesday, November 18, 2014
4. Agenda – Planning Commission – Wednesday, November 19, 2014
5. Thanksgiving Holiday Closure for Town Hall – Thursday, November 27 & Friday, November 28, 2014
6. Terry Nagel, City of Burlingame Vice Mayor re: Seeks Support for Re-election as Central County Representative to San Mateo County Transit Authority
7. Letter from California Water Service Company re: Update on Water Conservation Efforts

Attached Separates (Council Only)

1. Comcast Community Investment Report
2. HIP Housing Newsletter – Fall 2014
3. Kaiser Permanente San Mateo Area Newsletter – Fall 2014



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, November 10, 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. 40 Antonio Court Field meeting for preliminary review of plans for residential development and site development permit X9H-681 for this 4.48 acre property. (ASCC review to continue at Regular Meeting) **Project team presented proposal, walked the ASCC through the site, and responded to questions. Comments held for 11/10/14 evening meeting.**

7:30 PM – REGULAR AGENDA*

1. Call to Order: 7:30 p.m.
2. Roll Call: Breen, Clark, Harrell, Koch, Ross (**Breen absent. Also present: Debbie Pedro Planning Director; Carol Borck Assistant Planner; John Richards 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. New Business:
 - a. Preliminary Architectural Review for a New Residence, Detached Garage, Guest House, Pool, and Site Development Permit X9H-681, 40 Antonio Court, Lands of Melton, File #: 44-2014 (Staff: D. Pedro) **ASCC provided comments and continued review to the 11/24/14 ASCC meeting.**
 - b. Architectural Review for Residential Addition and Remodel, 125 Fawn Lane, Lands of Huffman, File #: 45-2014 (Staff: C. Borck) **Project approved (4-0) subject to conditions to be met to the satisfaction of Planning staff prior to building permit issuance.**
 - c. Architectural Review for Garage Storage Addition/Remodel, 191 Ramos Road, Lands of Mumford, File # 42-2014 (Staff: C. Borck) **Project approved (4-0) subject to conditions to be met to the satisfaction of Planning staff prior to building permit issuance.**
5. Commission and Staff Reports:

Harrell – announced that a subcommittee at Portola Valley Ranch is working to update the approved materials in the Ranch design guidelines to those that are more fire resistant. She advised that they are not specifying actual names of products because they change or become unavailable over time. She asked if

the ASCC would review certain changes in the mean time as the Ranch continues to work on updating the entire set of guidelines. Pedro advised she would work with Harrell on what would be needed for ASCC consideration.

Koch – stated that she reported a driveway lighting violation at 250/260 Golden Hills. Borck advised that Planning Technician Brown had inspected the property and verified the lighting violation. The Town will be sending the owner a code violation letter.

6. Approval of Minutes: October 27, 2014 **Approved as submitted**

7. Adjournment: **9:27 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.

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PUBLIC HEARINGS

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

Date: November 7, 2014

Carol Borck
 Assistant Planner



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council
Wednesday, November 12, 2014
The Sequoias / Hanson Hall
501 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

All Present

ORAL COMMUNICATIONS

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

Ronald Chandik, resident of the Sequoias, expressed his concern over a proposal to remove several Redwood trees at the Sequoias

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 October 22, 2014

Approved as Amended 4-0-1 Councilmember Derwin abstained

(2) **Approval of Warrant List** – November 12, 2014

(3) **Recommendation by Mayor** – Amendment to Agreement between the Town of Portola Valley and Jorgenson, Siegel, McClure & Flegel, LLP for Provision of Legal Services

(a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of Agreement for Legal Services Between the Town of Portola Valley and Jorgenson, Siegel, McClure & Flegel, LLP. (Resolution No. 2635-2014)

(4) **Recommendation by Town Manager** – Approve First Amended as Restated Joint Exercise of Powers Agreement for San Mateo County Operational Area Emergency Services Organization

(5) **Recommendation by Planning Director** – Designation of Land Acquisition Negotiator

(6) **Appointment by Mayor** – Request for appointment of a member to the Conservation Committee

(7) **Recommendation from Town Manager** – Extended Winter Closure for Town Hall

(8) **Recommendation from Town Manager** – Request Approval of Budget Amendment for 40-hour workweek

(a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Amending the Administration Budget for Fiscal Year 2014-15 to Modify the Standard Workweek (Resolution No. 2636-2014)

Items #2 – #8 Approved 5-0

REGULAR AGENDA

PUBLIC HEARING

(9) **PUBLIC HEARING** – Proposed Portola Road Corridor Plan - **THIS ITEM HAS BEEN REMOVED FROM THE AGENDA**

(10) **Recommendation from Public Works Director** – Authorize Staff to Submit a Conceptual Trail Project Proposal for Relocation of the Existing Trail along Alpine Road

The Council approved authorizing staff to submit the conceptual trail project proposal 5-0

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(11) Reports from Commission and Committee Liaisons

There are no written materials for this item.

Councilmember Richards –

The Conservation Committee meeting scheduled for October 28th did not have a quorum. A special meeting was held on November 3rd.

The ASCC meeting held on November 3rd reviewed a new residence at 40 Antonio Court, provided comments and continued review to the November 24th meeting. A few minor projects were reviewed and approved.

Councilmember Hughes –

The Bicycle Pedestrian & Traffic Safety Committee met on November 5th and heard a report from the sheriff including a driver who drove off the road on lower Los Trancos. The Sheriff's Department is looking into additional policing in that area. Howard gave an update on the shoulder widening project, to be completed by 2016.

There was an update on tree cutting near the roads and further discussion on the conceptual Alpine Road trail project. The committee discussed the traffic calming policy, making final edits to come before the council at a near future meeting. The committee separated neighborhood traffic calming from arterial traffic calming because of the dissimilarity between the two.

Councilmember Derwin –

None

Vice Mayor Aalfs –

The Geologic Safety Committee submitted a new geologic safety hazard map to the town with the main change to the location on Alpine Road at the top of Willowbrook where Check Wrucke has remapped the fault. The next step is for the revised geologic safety hazard map to be reviewed by the Planning Commission.

Mayor Wengert –

The Trails & Paths Committee discussed the success of the driveway scoring project with only two properties left to be reviewed and the relocation of boulders that were in the Town's right-of-way. The committee continued discussion of signage for bicyclists on the lower section of Alpine Trail. The committee is working on two horse events for 2015; a trail ride on June 14, 2015 and a Day of the Horse booth on June 21st, in coordination with the Town picnic.

A subcommittee of the Airport Roundtable met and beginning to be more aggressive in lobbying that group for changes that will improve its effectiveness. The three elected officials who participated were Dave Pine, San Mateo County Supervisor, Cliff Lentz, Chair of the Airport Roundtable and Mayor Wengert as South County representative.

WRITTEN COMMUNICATIONS

(12) Town Council Digest – October 24, 2014

#6 – Councilmember Derwin asked Mr. Young if the town had received a schedule for tree removal from PG&E. Mr. Young said not at this time but he continues to check regularly.

(13) Town Council Digest – October 31, 2014

#9 – Councilmember Derwin said the Council should appoint a member to vote at the upcoming City Selection meeting in December.

(14) Town Council Digest – November 7, 2014

#9 - Councilmember Richards noted that the November Council of Cities dinner meeting is being hosted by the Town of Portola Valley.

ADJOURN TO CLOSED SESSION: 7:45 pm

(15) CONFERENCE WITH LABOR NEGOTIATOR

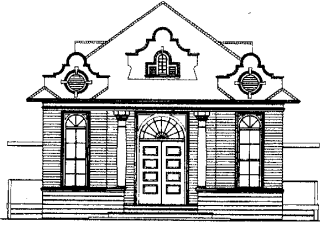
Government Code Section 54957.6

Agency Designated Representative: Jeff Aalfs, Vice Mayor

Unrepresented Employees: Town Manager

REPORT OUT OF CLOSED SESSION – None to Report

ADJOURNMENT: 8:30 pm

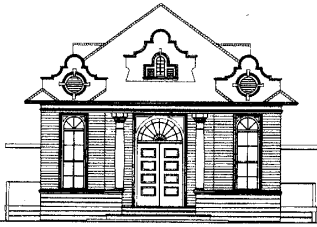


TOWN OF PORTOLA VALLEY
Ad-Hoc Water Conservation Task Force
Tuesday, November 18, 2014 3:00-5:00 PM
Town Hall, Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

- 1. Call To Order**
- 2. Oral Communications**
- 3. Approval of October 28 minutes**
- 4. Sub Committee Reports**
 - a) Web Site – Al, Mike, Marge
 - a) Judy – SF grey water manual
 - b) Town regulations – Judy, Rebecca, Lovey
 - c) Education Programs – Rebecca, Marty, Debbie, Mike
- 5. Educational Opportunity**

Fostering Sustainable Behavior Workshops and Promotion
San Francisco, February 2-5, 2015
2 workshops: Introductory 2 days and Advanced 2 days
<https://register.cbsm.com/workshops/san-francisco-california-2015>
- 6. Additional Review of Market Segmentation vs our Efforts**
- 7. Prepare Report to Town Council on December 10th**
- 8. Next meeting Date: December 16th**
- 9. Announcements/Communications**
- 10. Adjournment**



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
 765 Portola Road, Portola Valley, CA 94028
 Wednesday, November 19, 2014 – 7:30 p.m.
 Council Chambers (Historic Schoolhouse)

REGULAR AGENDA

Call to Order, Roll Call

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

Oral Communications

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

Regular Agenda

1. **Public Hearing:** 2014 Housing Element and Initial Study/Negative Declaration (Staff: K. Kristiansson)

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: November 5, 2014

Adjournment:

ASSISTANCE FOR PERSONS WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

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

PUBLIC HEARINGS

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

Date: November 14, 2014

Carol Borck
Assistant Planner

PORTOLA VALLEY TOWN HALL



WILL BE CLOSED

THURSDAY, NOVEMBER 27 &
FRIDAY, NOVEMBER 28, 2014
FOR THE THANKSGIVING HOLIDAY



IN CASE OF EMERGENCY: SHERIFF'S OFFICE: 911



MICHAEL BROWNRIGG, MAYOR
TERRY NAGEL, VICE MAYOR
ANN KEIGHRAN
RICARDO ORTIZ
JOHN ROOT

The City of Burlingame

CITY HALL, 501 PRIMROSE ROAD
BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7200
FAX: (650) 566-9282
www.burlingame.org

November 13, 2014

Dear Colleague:

I am writing to seek your support for my re-election as the Central Counties representative to the San Mateo County Transportation Authority (TA) at the December 19 meeting of the San Mateo County Council of Cities.

Like you, I believe that transportation is one of the most critical issues facing our county. I am committed to continuing to work with local cities to create the best transportation plan possible for the Peninsula – not just trains running north and south but also the east-west connections that are badly needed. As Caltrain becomes electrified, I firmly believe we must work together to make sure this enhanced service integrates seamlessly into our communities.

As a member of the TA since January 2010, I have focused on expanding transportation options, making sure our finances are prudently invested and inviting sustainable solutions for transit issues. I have consistently asked the TA staff to notify all cities of funding opportunities. Earlier this year, I offered to give transportation updates to all City Councils in the Central County, and I gave reports in three cities. In addition, I have advocated for more shuttles, bike and pedestrian trails, electric charging stations, car sharing, pre-tax benefits for commuters taking public transportation and using social media to incentivize commuters to travel during off-peak hours (as Singapore has successfully done).

I welcome your ideas for improving transportation, and I would greatly appreciate your support for my re-election to the Transportation Authority on the evening of December 19. Thank you for your consideration.

Best regards,

A handwritten signature in cursive script that reads "Terry Nagel".

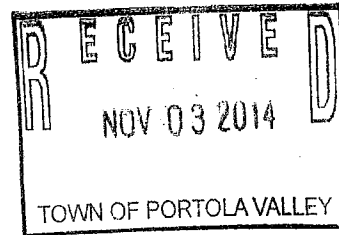
Terry Nagel
Vice Mayor, Burlingame
tnagel@burlingame.org
(650) 347-3576



CALIFORNIA WATER SERVICE COMPANY
 2632 WEST 237TH STREET • TORRANCE, CA 90505
 E-MAIL: CONSERVATION@CALWATER.COM

CONSERVATION DEPARTMENT

October 29, 2014



The Honorable Ann Wengert
 Mayor, Town of Portola Valley
 765 Portola Road
 Portola Valley, CA 94028

Dear Mayor Wengert

I am writing to update you on the various ways California Water Service Company (Cal Water) has responded to the drought since our previous letter to you in May. We wanted to make sure you are aware of our efforts to educate our customers and the multitude of water conservation programs we offer. In addition, we wanted to offer to provide our assistance in assuring that residents are complying with the water use restrictions recently adopted by the State Water Resources Control Board.

Customer Outreach

Since Governor Brown declared a drought emergency earlier this year, we have rolled out a robust customer outreach plan, which builds upon the customer communications we conduct every year, even when we are not in a drought. This year, our outreach has included:

- Bill inserts
- Press releases
- Social media updates
- Print advertising
- Radio advertising
- Public service announcements
- A dedicated page on calwater.com about the drought
- Instructional videos

We also have informational table tents for local restaurants to support the requirement that they only serve water to customers upon request. In the coming months, we plan to reach out to targeted customers who use relatively large amounts of water, and we are launching a new school education program. Finally, we offer our customers a number of tools to help them manage their water use. These include everything from conservation kits that contain water-efficient plumbing fixtures to rebates on water-efficient appliances and devices.

These programs support both our short- and long-term water supply planning in our Bear Gulch System. The programs implemented from 2011 to 2013 are expected to save about 280,000,000 gallons of water over their lifetime. In 2013, customer demand was 226 gallons per capita per day, which was down 10% from 2004. Since the Governor's declaration, our customers have decreased demand by 12%, and in September, demand was down 11% compared to the same month last year.

Prohibited Uses of Water

We have taken additional steps to help ensure that water is not being wasted. In January, before the Governor's declaration, we activated our drought response team. In March, we moved to Stage 2 of our Water Shortage Contingency Plan. In April, we requested that the California Public Utilities Commission (Commission), the independent state agency that regulates Cal Water, allow us to add a rule to our tariffs that outlines how we will respond when customers are deemed to be wasting water. This new Rule 14.1 became effective on May 1, 2014. The rule specifies a number of unauthorized uses of water, including:

- Use of excessive water due to unrepaired leaks or defective irrigation systems
- Use of water that results in run-off into gutters or streets
- Washing of vehicles without use of a shut-off nozzle
- Use of water for washing hard-surfaced areas such as driveways and sidewalks
- Use of water for filling decorative lakes or ponds
- Use of water for decorative fountains that do not utilize a recirculation system
- Use of water for filling or refilling swimming pools

Although we are using an education-first approach, the rule also outlines certain enforcement measures, including the installation of flow-restricting devices or discontinuation of service, which can be implemented if customers repeatedly waste water. We notified our customers of this rule and prohibited uses of water via a bill insert in May and June.

The State Water Resources Control Board (Board) approved emergency regulations on the drought in July. The regulations outline four prohibited uses of water, all of which were already prohibited under the rule we implemented in May. In addition, the Board's regulations established that violating the restrictions is a criminal infraction, punishable by a fine of up to \$500. We notified our customers of these regulations via bill insert in August. In addition, we are adding a water waste reporting form to our web site to help us identify situations where we may be able to work with customers to help prevent water waste.

Cooperative Enforcement

Following the action by the Board, the Commission adopted a resolution in August that directed us to coordinate with local agencies on the enforcement of the Board's regulations. Because violations of the regulations are deemed criminal infractions, Cal Water does not have any independent authority to impose the fines authorized by the Board. We would, however, be pleased to work directly with local enforcement agencies in our service area. If you would like us to provide information on reported waste of water violations, please do not hesitate to get in touch with Dawn Smithson, Cal Water's Manager, at (650) 561-0014 to coordinate the sharing of information.

We are closely monitoring water supplies to ensure we can continue to meet customers' needs. We look forward to continuing to build upon our conservation programs and are committed to supporting our customers' conservation efforts as part of our plan to provide a reliable water supply, both during the drought and for years to come.

Sincerely,



Ken Jenkins
Conservation Manager

TOWN COUNCIL WEEKLY DIGEST

Friday – November 21, 2014

1. Agenda – ASCC – Monday, November 24, 2014
2. Agenda – Conservation Committee – Tuesday, November 25, 2014
3. Report from San Mateo County Sheriff's Office – Incident Log for 11/06/14 – 11/16/14
4. Email from Anne-Marie Despain re: the Appointment of two new Library Managers
5. National Weather Service re: SF Bay Area Weather Service / Winter Outlook
6. San Mateo County Mosquito and Vector Control District Report – October 2014
7. Request Support for Appointment to San Mateo County Transportation Authority from Mary Ann Nihart, Mayor of the City of Pacifica
8. Request Support for Appointment to SamTrans Peninsula Joint Powers Board (Caltrain JPB) from Jeffrey Gee, Mayor of the City of Redwood City
9. Invitation to City Council Reorganization for the Cities of – Atherton, Belmont, Colma, Daly City, San Mateo, Millbrae, and Pacifica
10. Invitation to a Retirement Reception for Carol Klatt, (Retired) Councilmember of the City of Daly City
11. Memo from Town Manager, Nick Pegueros re: Weekly Update – Friday, November 21, 2014

Attached Separates (Council Only)

1. None



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

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. Continued Architectural Review for a New Residence, Detached Garage, Guest House, Pool, and Site Development Permit X9H-681, 40 Antonio Court, Melton Residence, File #: 44-2014 (Staff: D. Pedro)
 - b. Architectural Review for Modifications to Previously Approved New Residence – Additional Skylight, 287 Westridge Drive, Lovazzano Residence, File #: 08-2004 (Staff: C. Borck)
5. New Business:
 - a. Architectural Review for Carport Enclosure, 14 Franciscan Ridge, Rapp Residence, File #: 47-2014 (Staff: C. Borck)
6. Commission and Staff Reports:
7. Approval of Minutes: November 10, 2014
8. Adjournment:

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Architectural & Site Control Commission
November 24, 2014 Agenda
Page Two

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

Date: November 21, 2014

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Conservation Committee
Tuesday, November 25, 2014 - 7:30 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

NOTE – New Start time of 7:30 PM

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – November 3, 2014 (Special meeting)
4. Site Permits –
 - New** – 207 Westridge
 - Revised** – None
 - Tree Permits** – None
5. Old Business
 - A. Backyard Habitat
 1. Award display Town Hall
 2. Award presentations 12/10
 3. Banner
 - B. Tip of the Month - Murphy
 - C. BROOM PULL – Sunday, March 1st
 - D. Committee cooperation with Trails
 - E. Weeding checklist / Creek maintenance / Creek traffic
 - F. Mountain Lion Education - Plunder
 - G. Recommend Council change fencing regulations to respect wildlife corridors? Plunder/Eastman
 - H. Acorn planting progress
6. New Business
 - A. Self guided annotated tour of Town Center native plantings. Hard copy and on website.
 - B. 2015 members
 - C. Print new booklets? Revise?
7. Announcements
8. Adjournment



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 11/06/14 to Sunday 11/16/14

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
14-9620	11/08/14 9:34AM	Family Farm Rd. / Portola Rd. Woodside	Driver w/ Suspended License	A deputy conducted a traffic enforcement stop and contacted the driver and asked for his driver's license. The driver stated, "It's no good". The deputy conducted a records query through county communications which confirmed that the drivers' license was suspended. The driver was issued a citation and released from the scene. His vehicle was legally parked and he was instructed not to drive it.
14-9641	11/09/14 12:53AM	Why Worry / Woodside Rd. Woodside	DUI Alcohol / Drugs	Ian Droze from San Jose was arrested for driving under the influence of alcohol. He was transported and booked into the San Mateo County Jail.
14-9648	11/09/14 11:28AM	State Route 84 Woodside	Traffic Accident- Minor Injury	Vehicle #1 was traveling westbound and crossed over a double yellow line into the eastbound lane causing a collision between V-#1 and V-#2. As a result of the collision Driver #1 was ejected from the motorcycle. Driver #1 was transported to Stanford Hospital with head injuries. D-#2 was uninjured and drove V-#2 from the

				scene.
14-9703	11/10/14 1:46PM	Alpine Rd. / Los Trancos Portola Valley	Traffic Accident- Minor Injury	Party #1 completed a left turn while operating vehicle #1 and collided with party #2 while she was riding vehicle #2 through the intersection. The collision with vehicle #1 stopped the forward momentum of vehicle #2 and it came to rest in the intersection of Los Trancos Road and Alpine Road. Vehicle #1 suffered minor damage as a result of this collision and was driven from the scene by Party #1. Vehicle #2 suffered major damage to the frame and was transported from the scene in a patrol vehicle to her residence.
14-9930	11/16/14 11:17PM	Sand Hill Rd. / Lawler Ranch Rd. Ladera	Driver without License	The suspect was stopped while driving due to vehicle code violations. Upon contacting the suspect he admitted that he had no license. While conducting a records check of the suspect, the deputy was advised that the suspect had 5 prior citations for violation of driving without a license. The suspect was cited and his vehicle was released to a licensed driver that responded to the scene.

Nick Pegueros

From: Despain, Anne-Marie <despain@smcl.org>
Sent: Thursday, November 13, 2014 1:27 PM
To: Rick DeGolia; grodericks@ci.atherton.ca.us; Maryann Moise; Nick Pegueros; Holstine, Clay; Terry O'Connell; Anne Kasten (annemkasten@gmail.com); Kevin Bryant
Cc: Carole Groom (CGroom@smcgov.org); Peggy Jensen; Fortin, Thomas; Pasini, Nicole
Subject: Library personnel announcement

Dear Library JPA members,

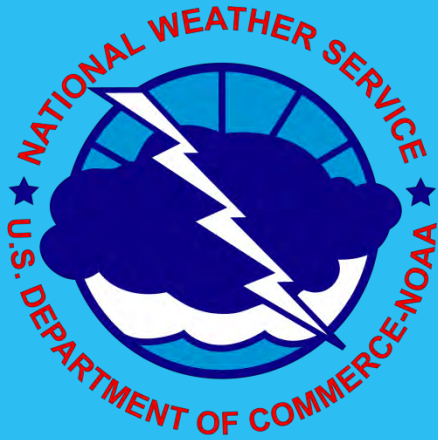
I am pleased to announce the appointment of two new Library Managers:

Francisco Vargas has accepted the position of Branch Manager for the Atherton and Brisbane Libraries. Francisco is Colombian born and immigrated to the US at age 12. He has a degree in Bilingual Elementary Education and a MLS from the University of Arizona, Tucson. Francisco has worked in public libraries since 2003, and his roles have included Children's, Teen, and Adult librarian working at large central libraries, regional branches, and small neighborhood branches. He recently opened a MakerSpace at the Long Beach Central Library where he served as Youth Services Officer for the past 3 years. Francisco's first day will be November 24th.

Garrett Kuramoto has accepted the position of Branch Manager for the Portola Valley and Woodside Libraries. Garrett is a native of Sunnyvale and received his undergraduate degree in Art History from Willamette University in Salem, Oregon, his MLS from Simmons College in Boston, and an MBA in Not-for-profit Management from Corban University, also in Salem. He began his library career in 2005 as a Children's Librarian at San Francisco Public Library's Ocean View and Ingleside branches, then as a Technology and Adult Services Librarian at Sunnyvale Public Library, and most recently has been the Technology and Support Services manager at Huntington Beach Public Library. Garrett's first day will be January 5th.

Please join me in welcoming Francisco and Garrett to SMCL and your cities!

Anne-Marie Despain
Director of Library Services
San Mateo County Library
125 Lessingia Court, San Mateo, CA 94402
E despain@smcl.org **T** 650.312.5245 **F** 650.312.5382 **W** smcl.org



Winter Outlook – Weather Coordination Meeting

Logan Johnson

Warning Coordination Meteorologist

SF Bay Area National Weather Service



Today's meeting

- Important weather topics for the upcoming winter season
 - El Niño
 - Seasonal Temperature/Precip Outlook
 - Drought Status and Outlook
- Changes to NWS Products/Services
- NWS Decision Support Services

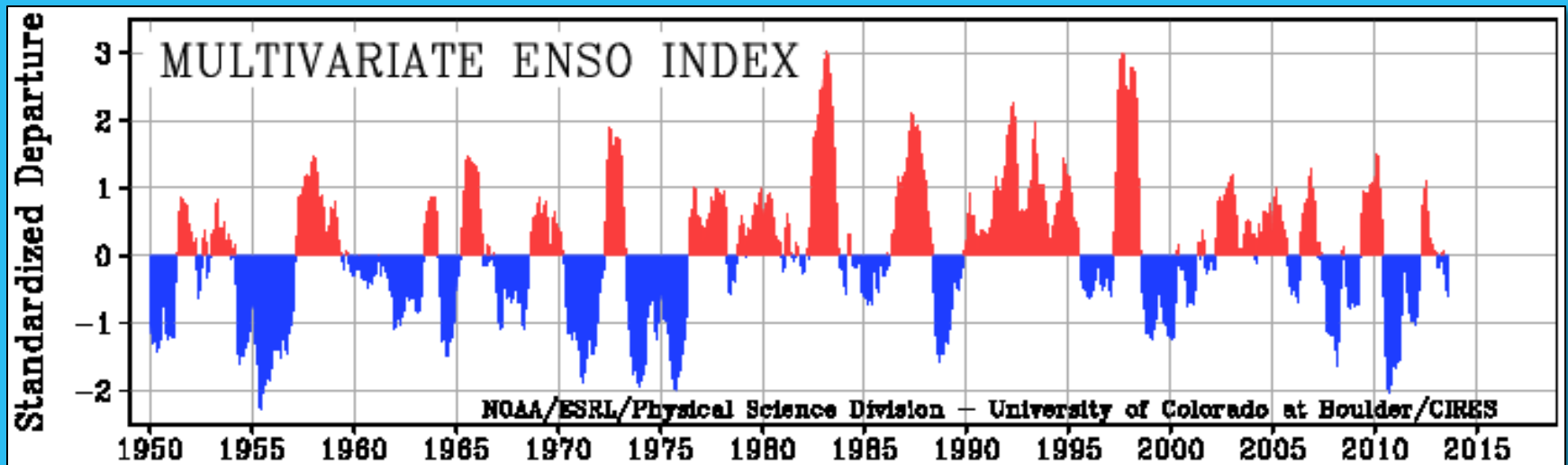
Weather Topics

El Niño

Does it matter?

What is El Niño?

- A naturally occurring warming of Sea Surface Temperatures in the Tropical Pacific Ocean near the Equator.
- An official El Niño is measured in what is known as the Niño 3.4 Region.
- Sea Surface Temperatures in Niño 3.4 must warm above normal, and be at least 0.5 degrees C above normal for 5 consecutive measurement periods.



Where is El Niño measured?

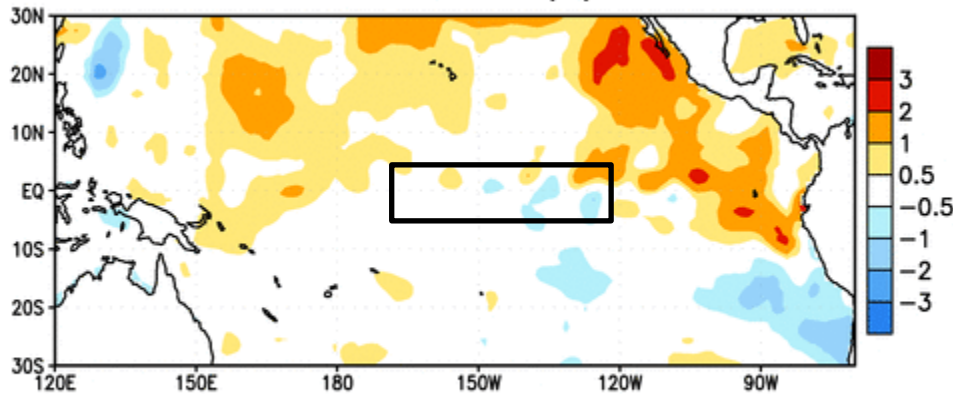
El Niño 3.4 Region

2200 Miles



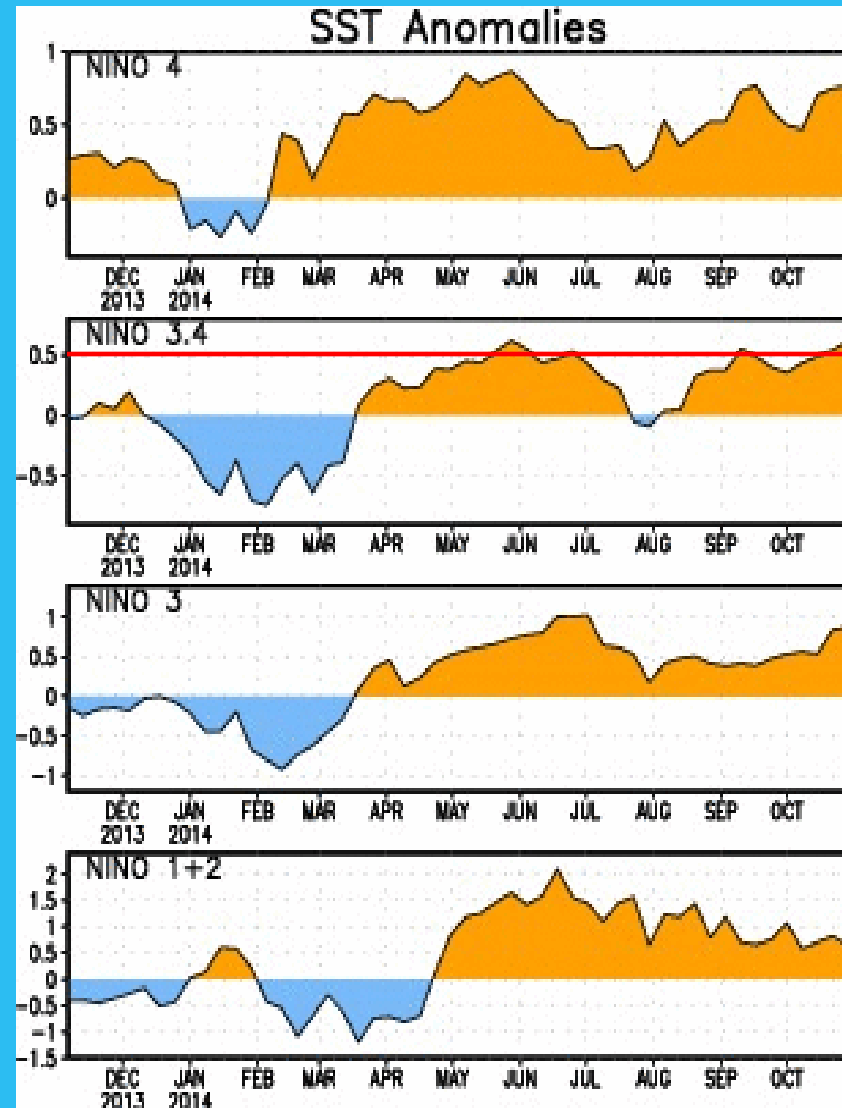
Current Status

Week centered on 13 AUG 2014
SST Anomalies (°C)



Box above highlights the area we monitored for El Niño status.

Currently – this area is trending warmer. This is indicative of a developing El Niño. 58% chance of one.



El Niño expected...so now what?

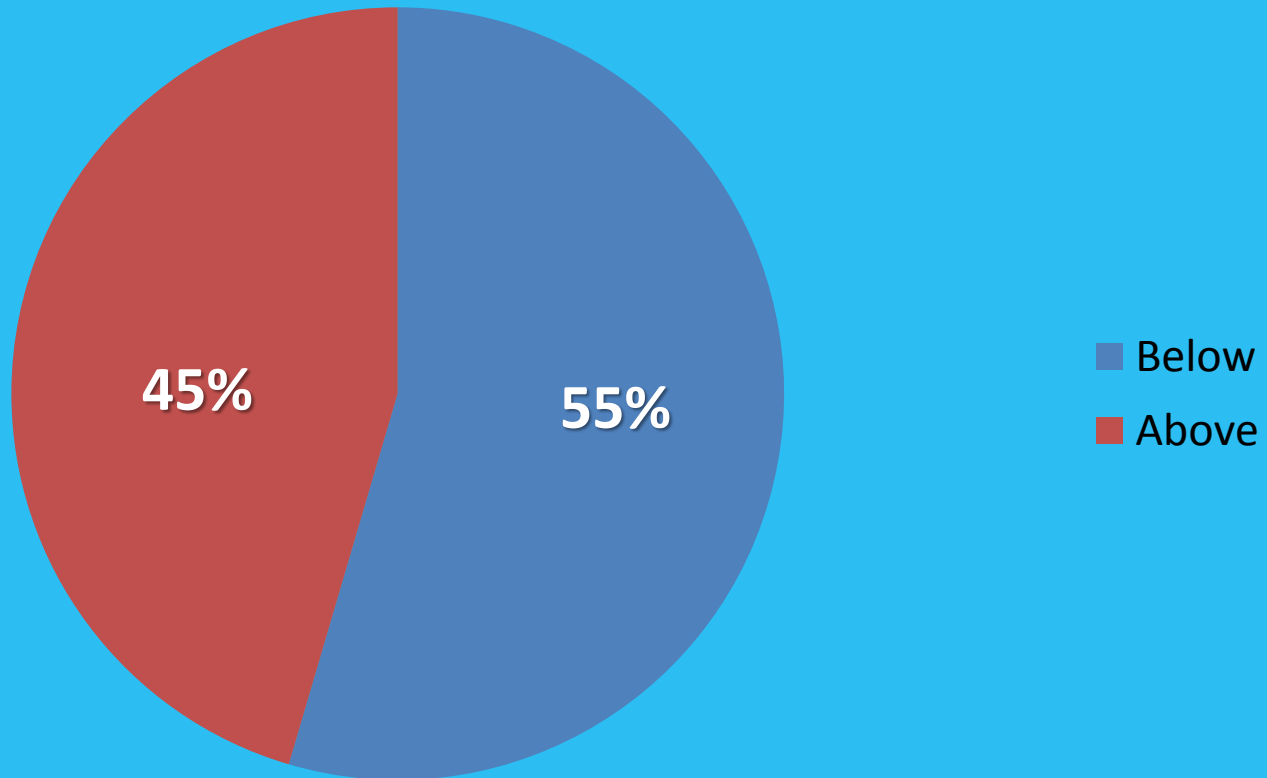
Look back on historical averages (SF)

Month	Normal	Weak El Niño	Moderate El Niño	Strong El Niño
December	4.56	4.97	4.11	2.87
January	4.50	4.81	4.89	6.73
February	4.46	2.61	2.66	7.80
Winter Season	13.52	12.39	11.67	17.40

Red= Above Normal
Blue = Below Normal

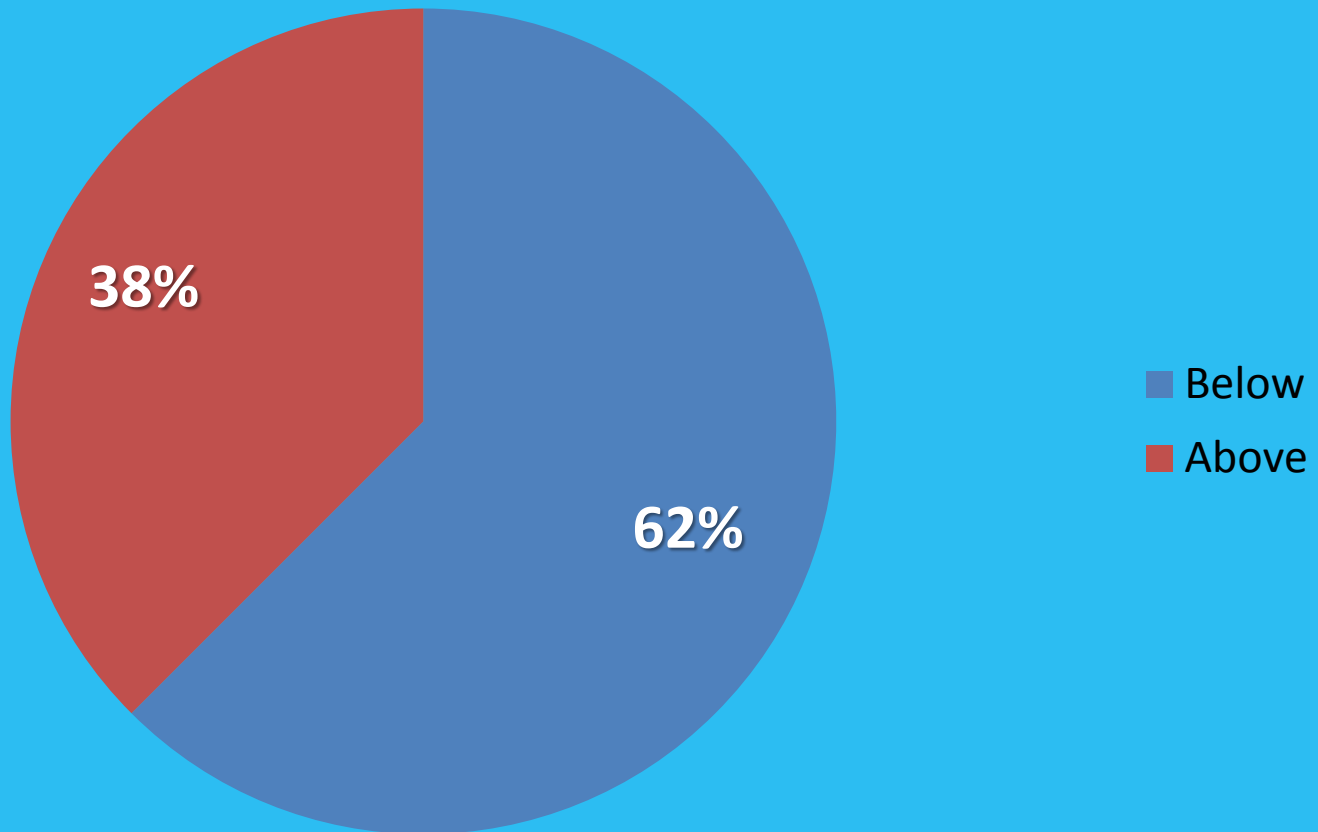
Don't rely on El Niño

Winter Season Rainfall San Francisco in all El Niño Years



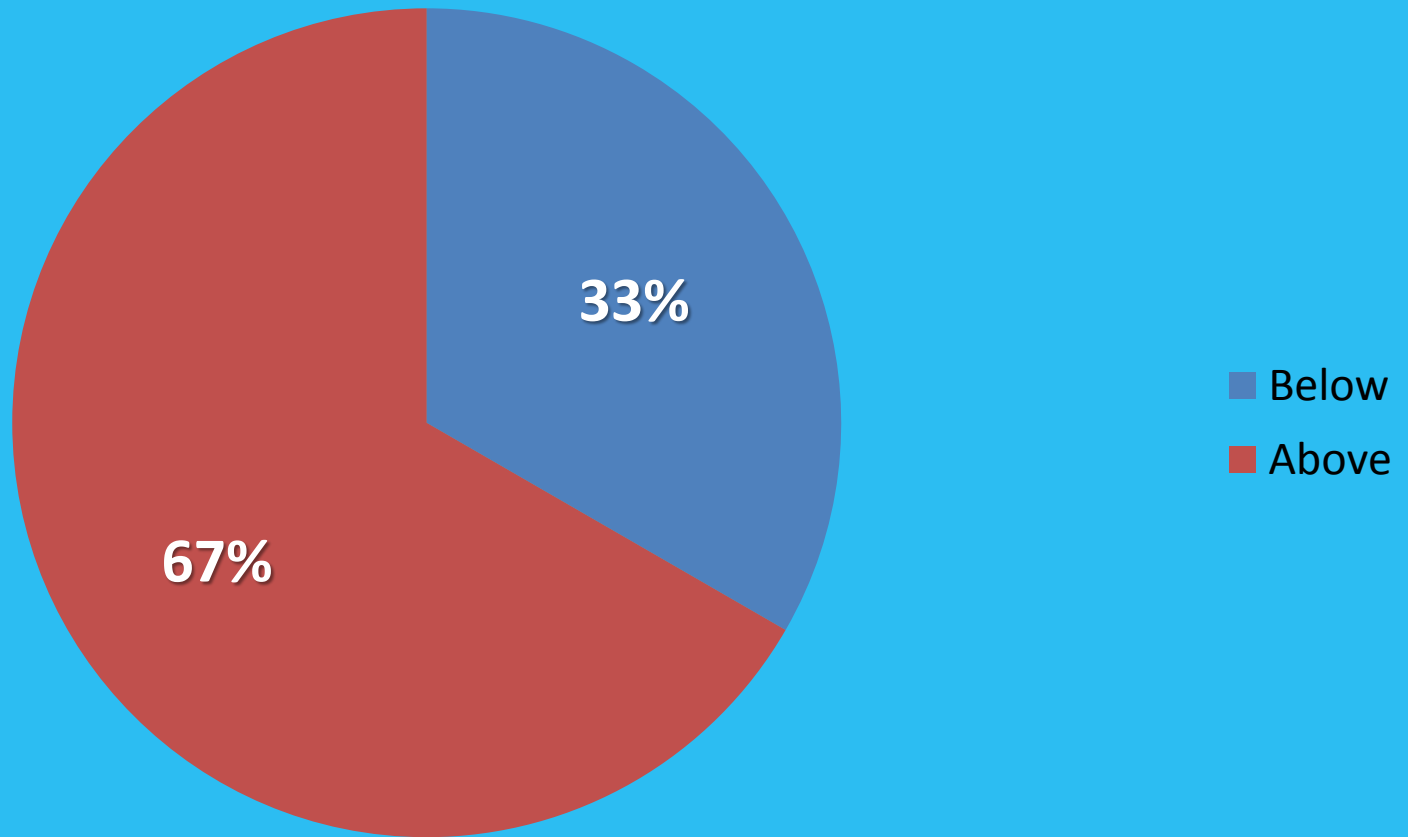
Don't rely on El Niño

**Winter Season Rainfall
San Francisco
Weak/Moderate El Niño Years**



Don't rely on El Niño

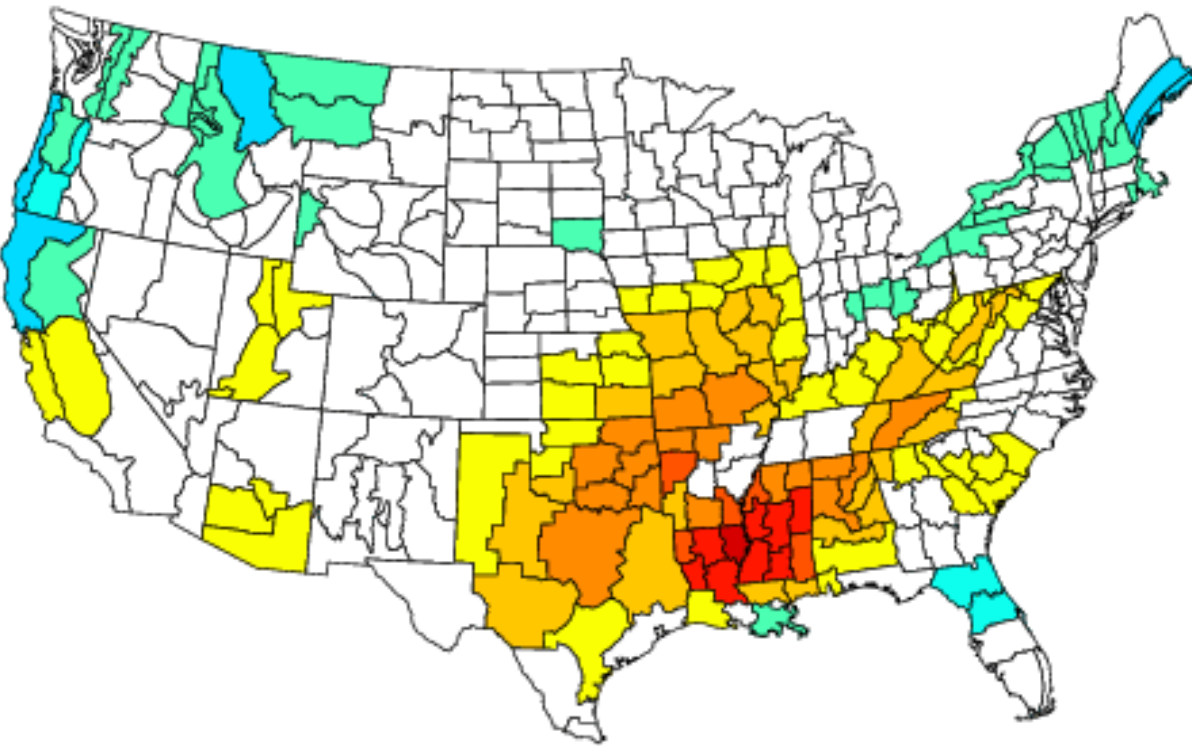
Winter Season Rainfall San Francisco Strong El Niño Years



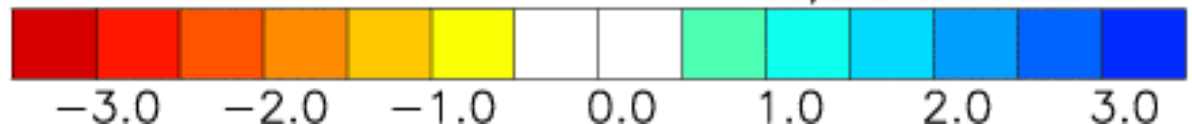
Historic averages Weak El Niño Years

NOAA/NCDC Climate Division Composite Precipitation Anomalies (in)
Versus 1981–2010 Longterm Average

Dec to Feb 1951–52, 1952–53, 1953–54, 1958–59, 1969–70, 1976–77, 1977–78, 1987–88
2004–05, 2006–07,



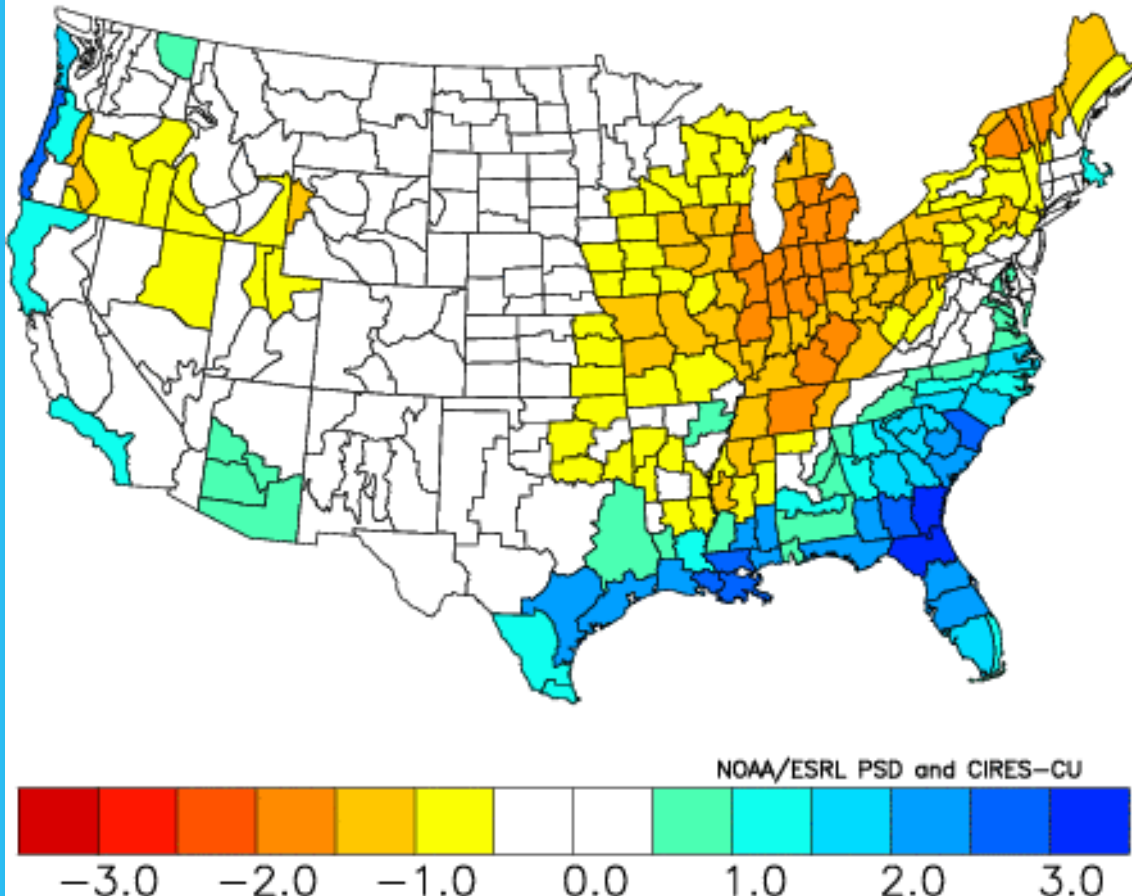
NOAA/ESRL PSD and CIRES-CU



Historic Averages

Moderate El Niño Years

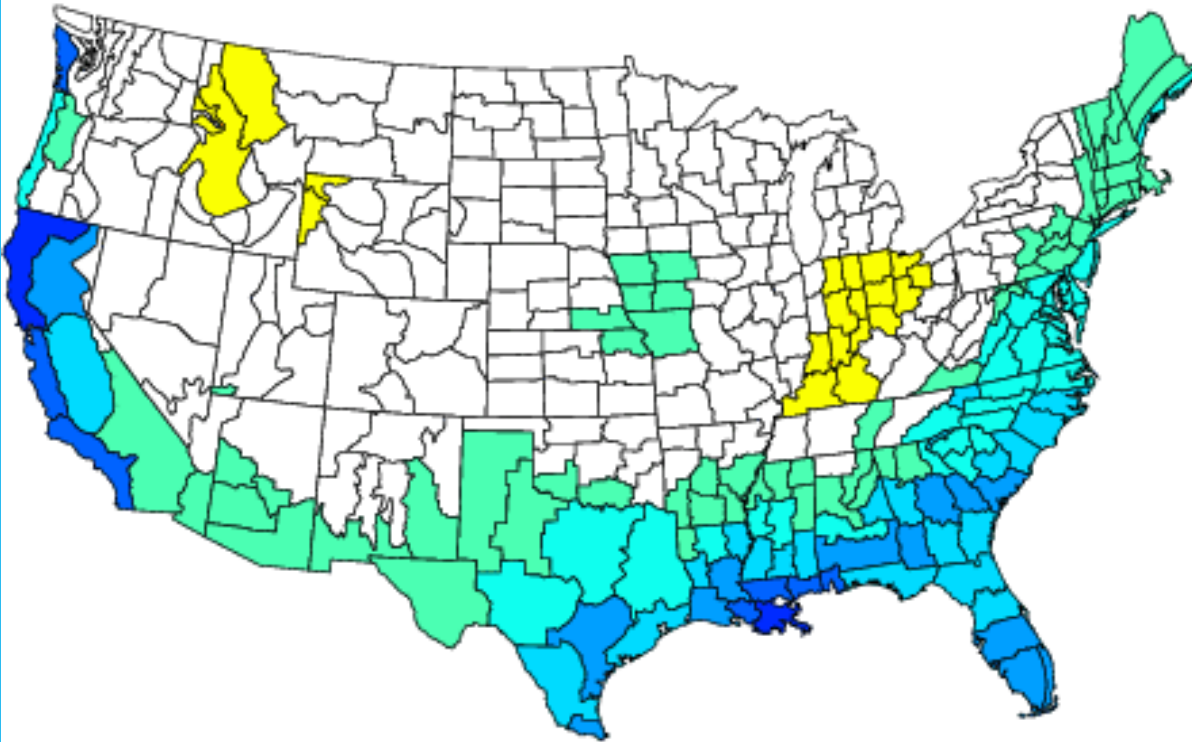
NOAA/NCDC Climate Division Composite Precipitation Anomalies (in)
Dec to Feb 1963-64, 1965-66, 1968-69, 1986-87, 1994-95, 2002-03
Versus 1981-2010 Longterm Average



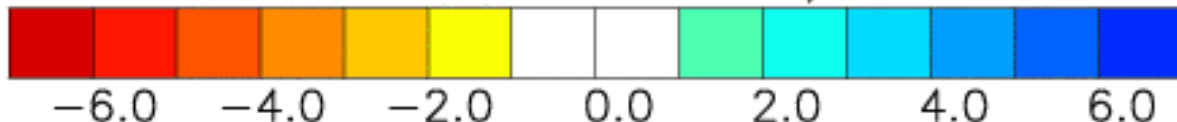
Historic Averages

Strong El Niño Years

NOAA/NCDC Climate Division Composite Precipitation Anomalies (in)
Dec to Feb 1957-58, 1972-73, 1982-83, 1991-92, 1997-98, 2009-10
Versus 1981-2010 Longterm Average



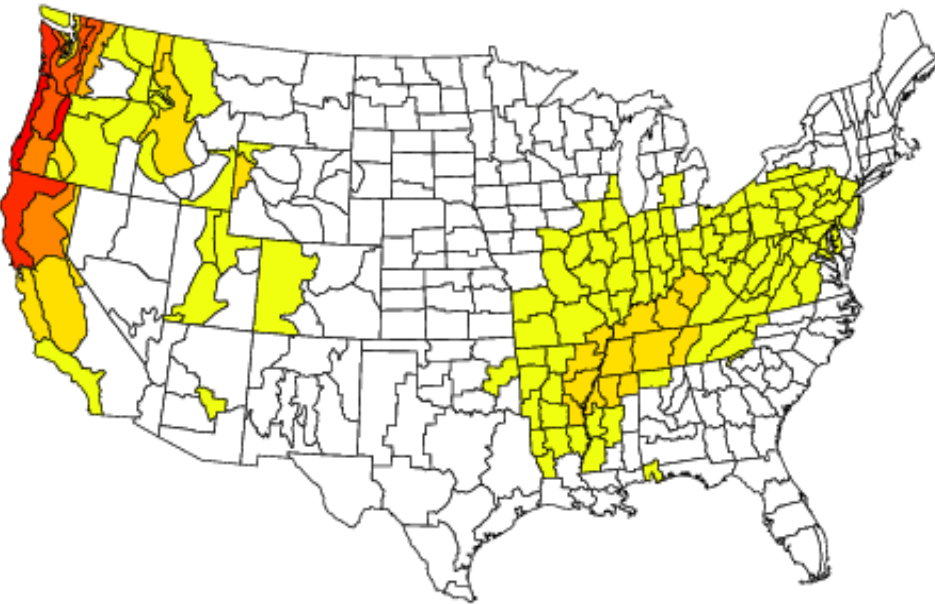
NOAA/ESRL PSD and CIRES-CU



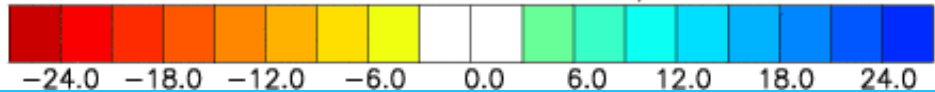
A tale of two years

Both were weak El Niño Years

NOAA/NCDC Climate Division Precipitation Anomalies (in)
Dec to Feb 1976-77
Versus 1981-2010 Longterm Average



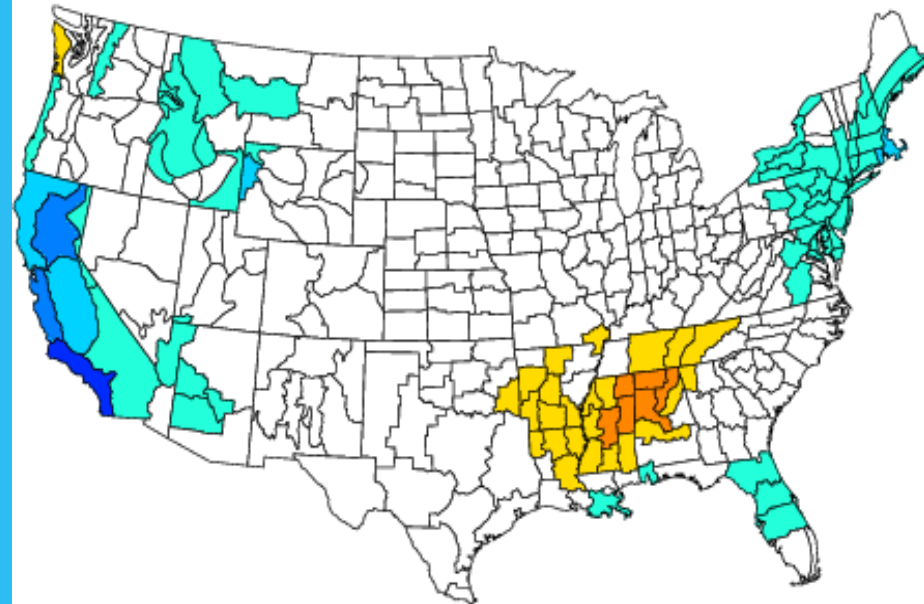
NOAA/ESRL PSD and CIRES-CU



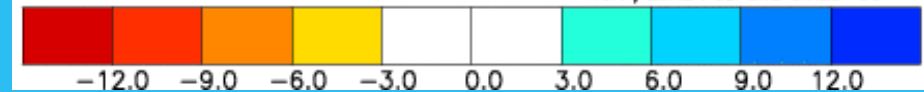
1976-77

SF 5.31 inches (8" below normal)

NOAA/NCDC Climate Division Precipitation Anomalies (in)
Dec to Feb 1977-78
Versus 1981-2010 Longterm Average



NOAA/ESRL PSD and CIRES-CU



1977-78

SF 14.41 inches (1" above normal)

Take Home

Key El Niño Points

- El Niño slowly developing. May be official by start of winter.
- As past years show, there is no direct relationship between El Niño and rainfall.
- Outside of a strong event, impacts vary considerably from year to year.
- Don't expect that El Niño will end the drought!

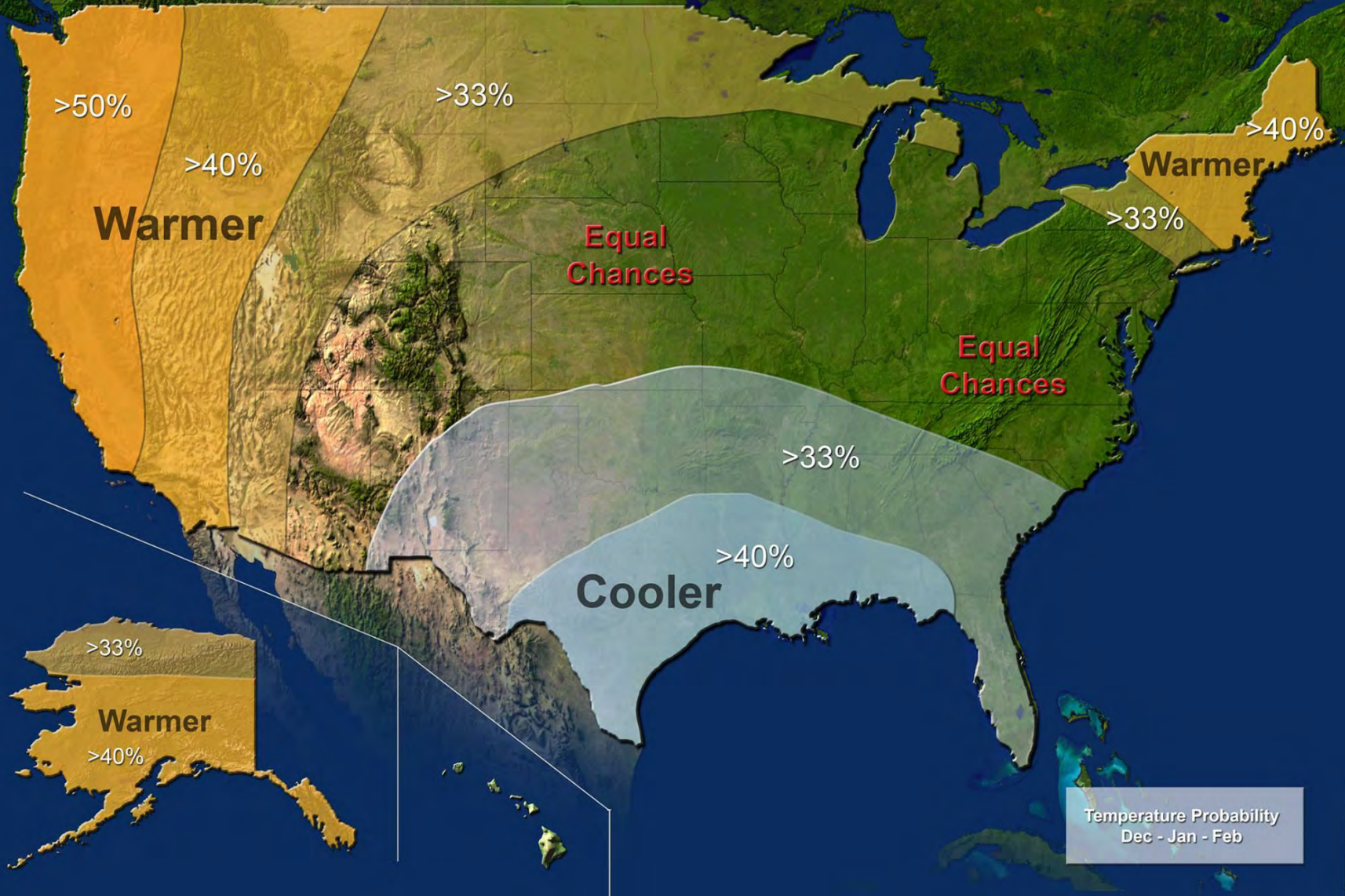
Weather Topics

Seasonal Temperature Outlook



U.S. Winter Outlook

Temperature

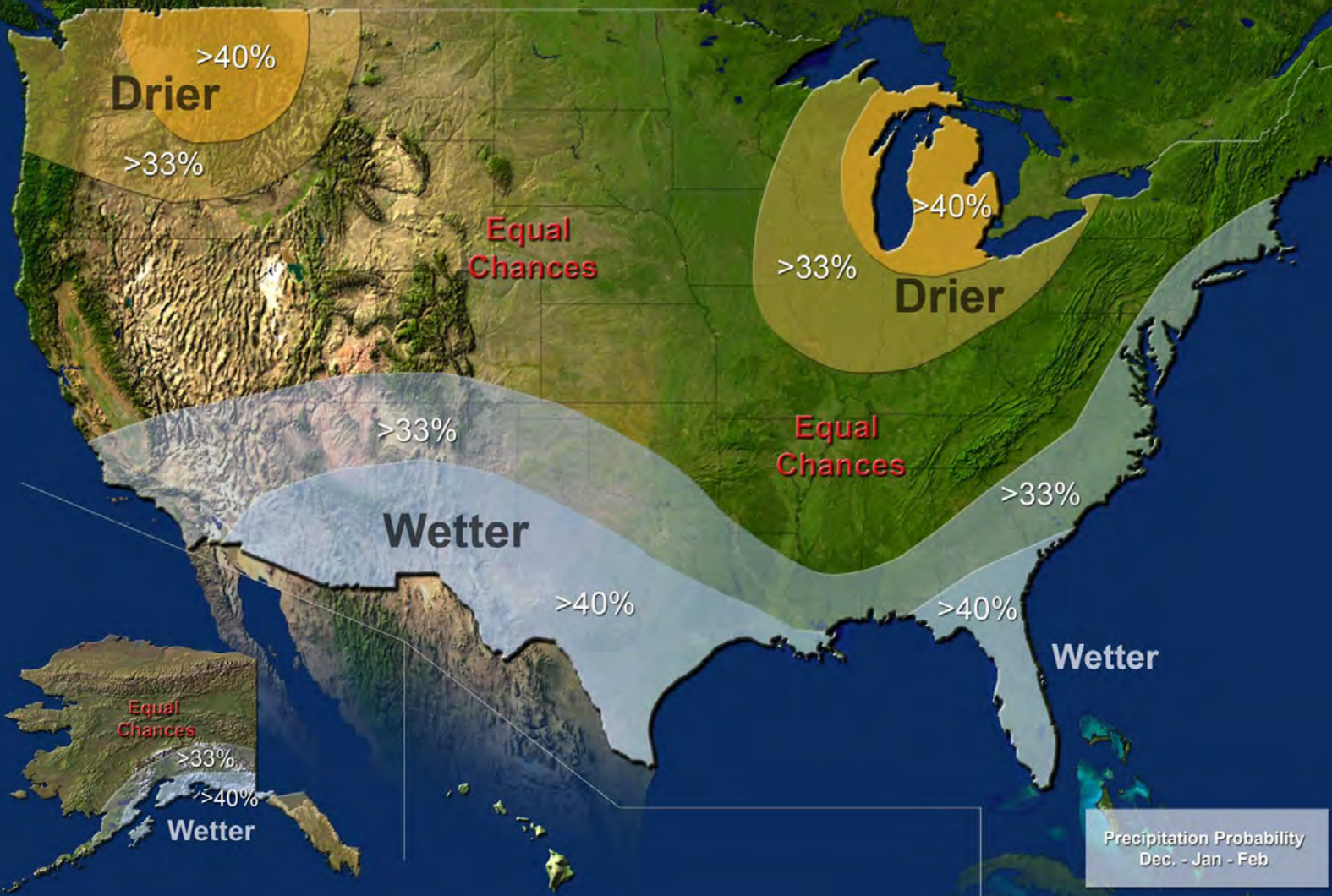


Temperature Probability
Dec - Jan - Feb



U.S. Winter Outlook

Precipitation



Equal Chances

Above, below, or near normal precipitation is equally likely.

What is Normal?

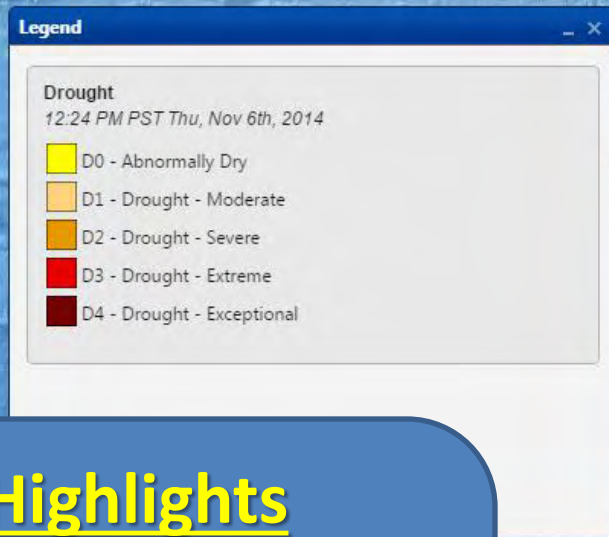
Location	High/Low Dec	High/Low Jan	High/Low Feb	High/Low Mar	# of lows 32 or less
San Francisco DT	57/46	57/46	60/48	62/49	0*
San Jose	59/42	59/42	63/45	67/47	10
Oakland	56/42	57/42	60/44	63/46	3
Napa	57/40	57/39	62/42	67/44	20
Santa Rosa	59/39	59/39	63/41	67/43	35
Salinas	61/41	61/41	63/43	65/45	7
Monterey	58/44	58/44	60/45	61/45	2
Gilroy	61/37	60/38	64/41	69/43	13
Livermore	56/39	56/39	61/42	66/44	29
Santa Cruz	62/41	63/41	64/43	66/44	15
Half Moon Bay	59/42	59/42	60/42	60/43	2
Pinnacles NP	61/27	62/27	63/29	67/32	59

*Last low temperature 32 degrees in Downtown SF:

December 24, 1990

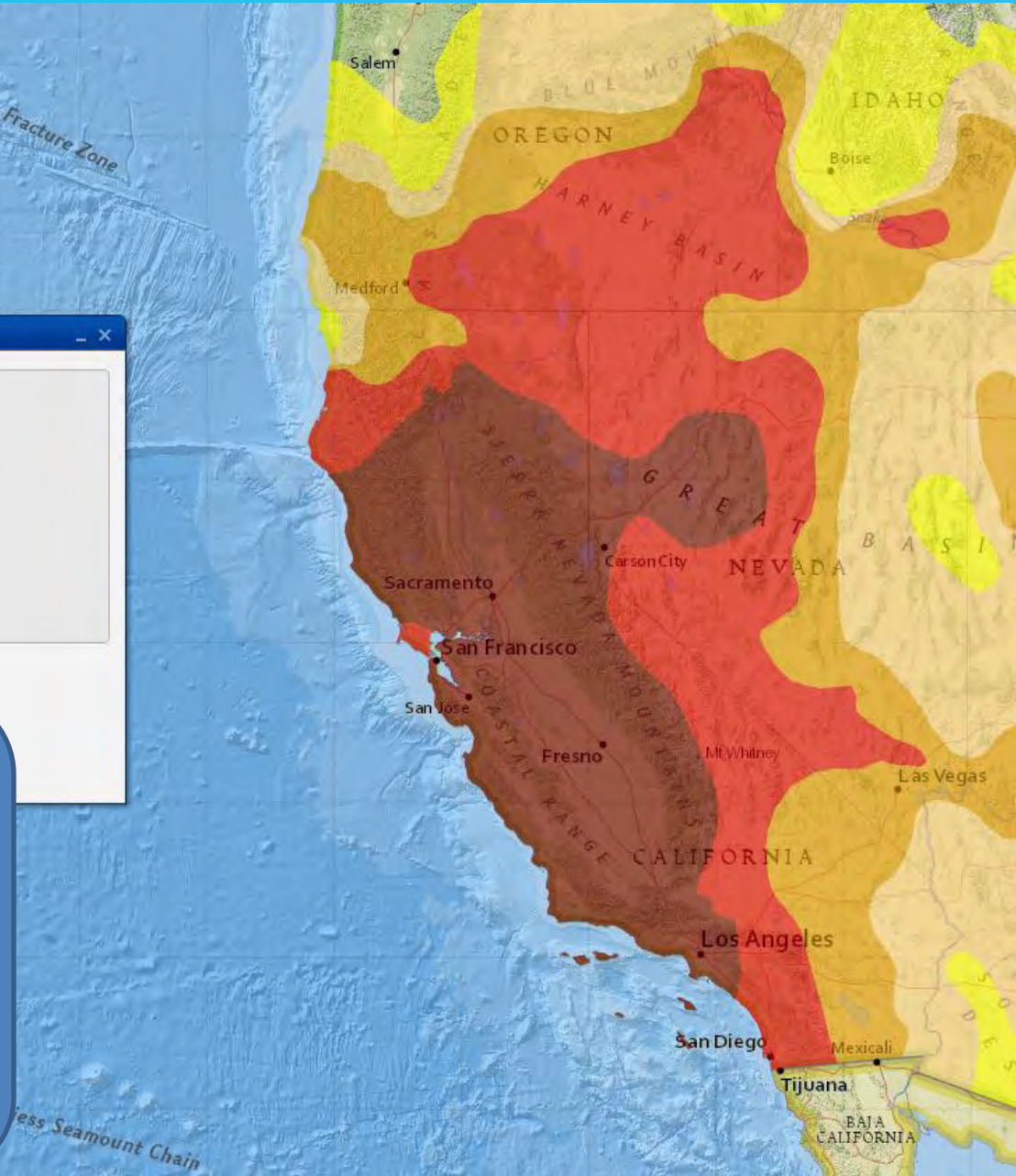
Weather Topics

Drought Status and Outlook

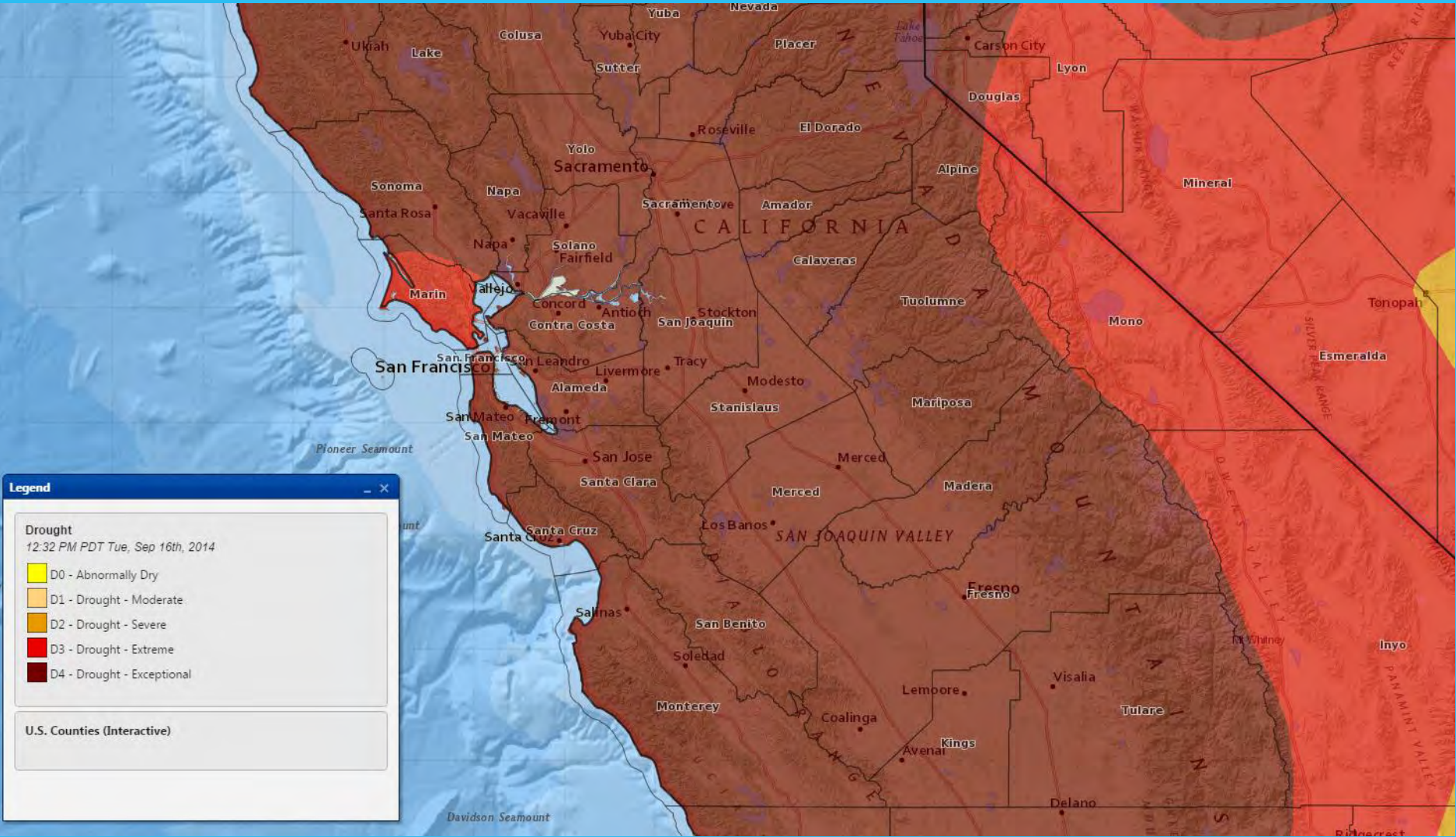


Highlights

- 99.7% of the state is in D1 or worse drought status
- 82% of the state is D3 or D4
- **55% of the state is D4**



Bay Area Drought Status



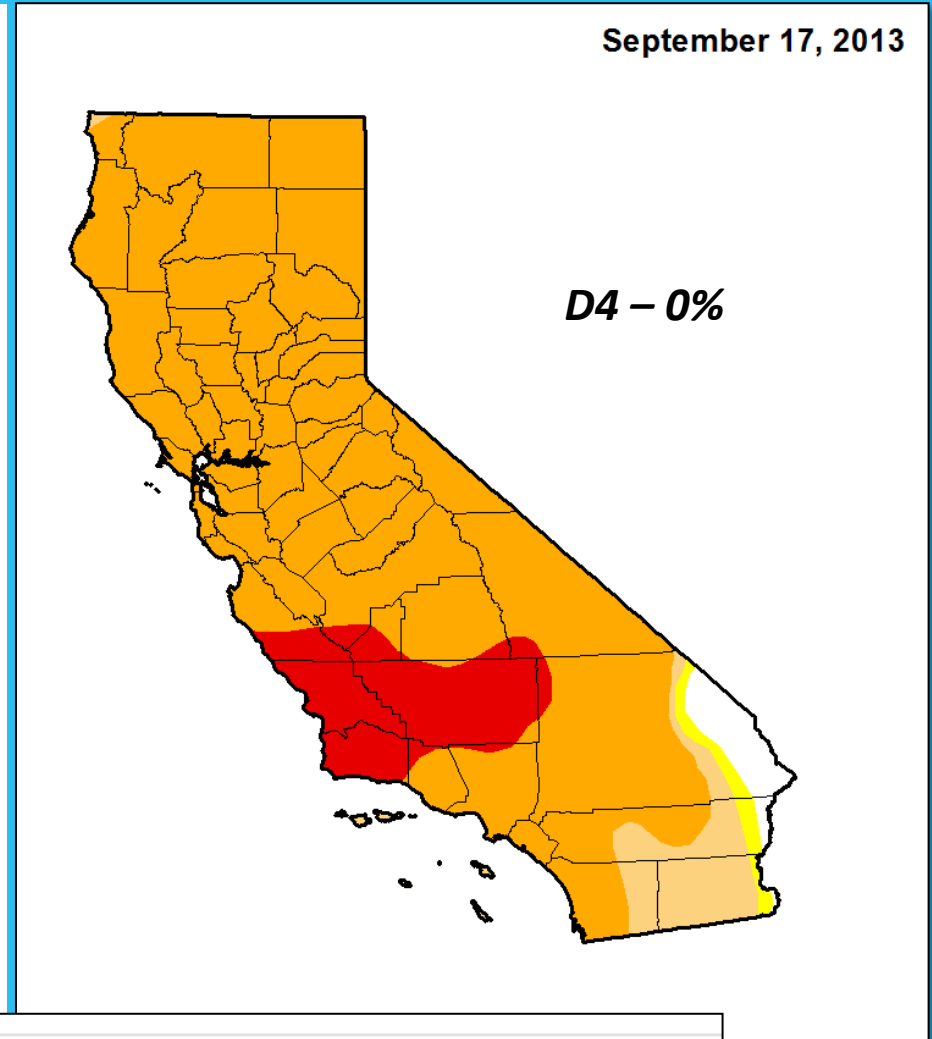
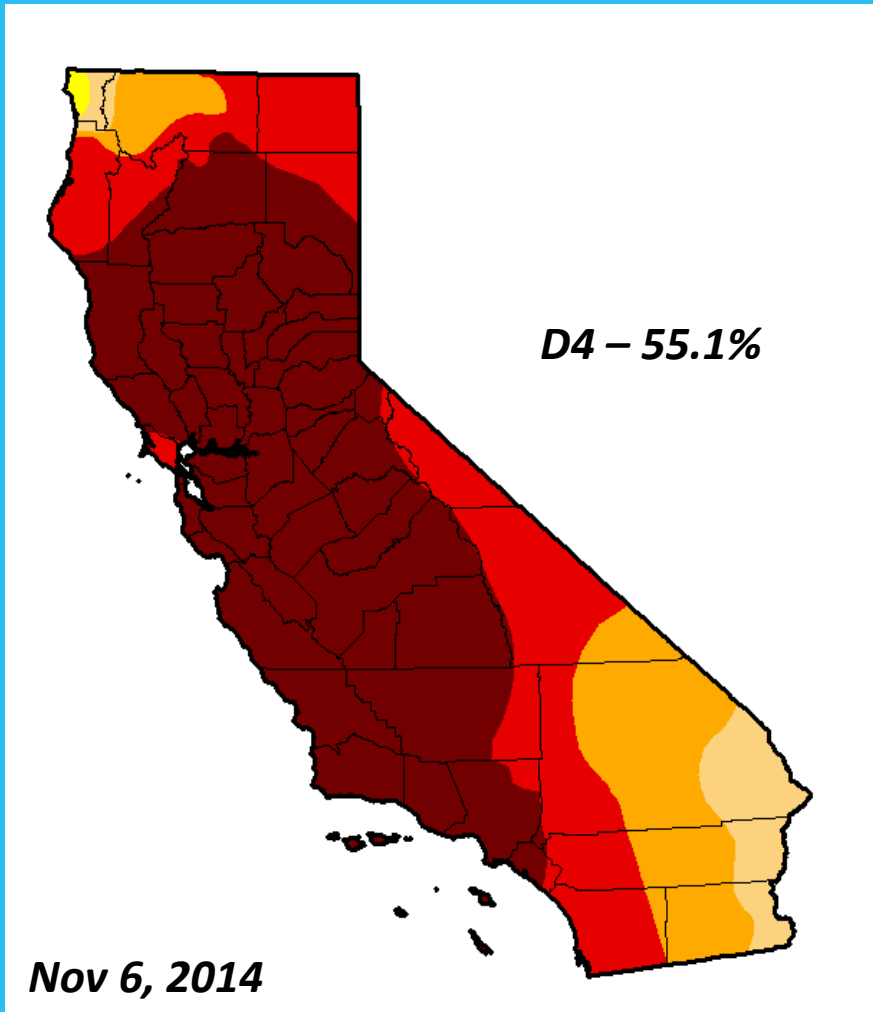
Legend

Drought
12:32 PM PDT Tue, Sep 16th, 2014




- D0 - Abnormally Dry
- D1 - Drought - Moderate
- D2 - Drought - Severe
- D3 - Drought - Extreme
- D4 - Drought - Exceptional



U.S. Counties (Interactive)

Drought History



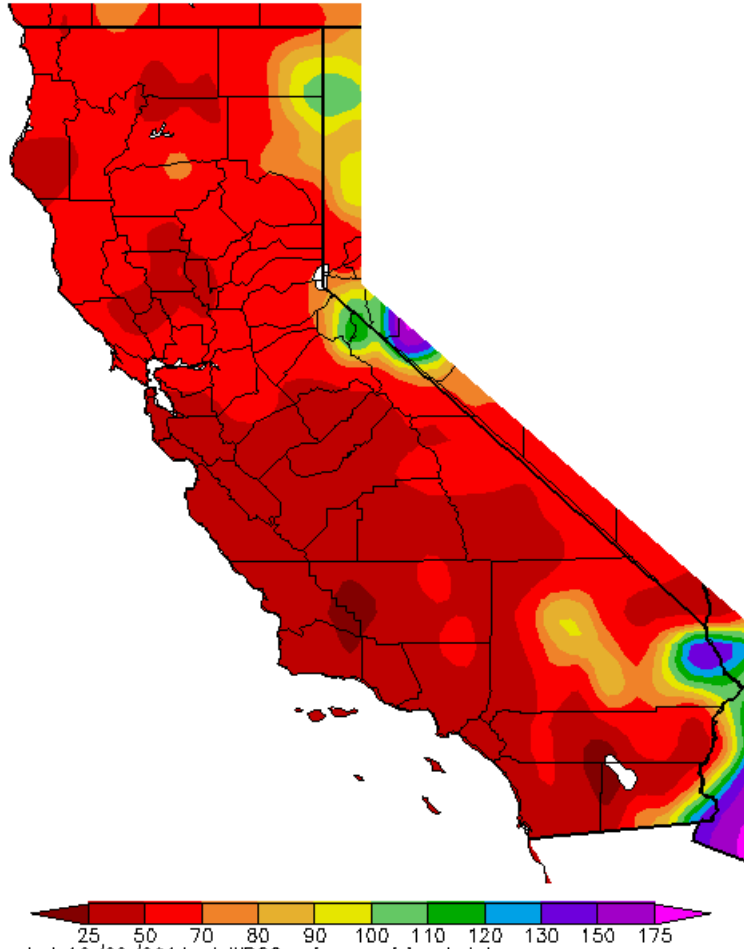
Intensity:

-  D0 - Abnormally Dry
-  D1 - Moderate Drought
-  D2 - Severe Drought

-  D3 - Extreme Drought
-  D4 - Exceptional Drought

Rainfall History

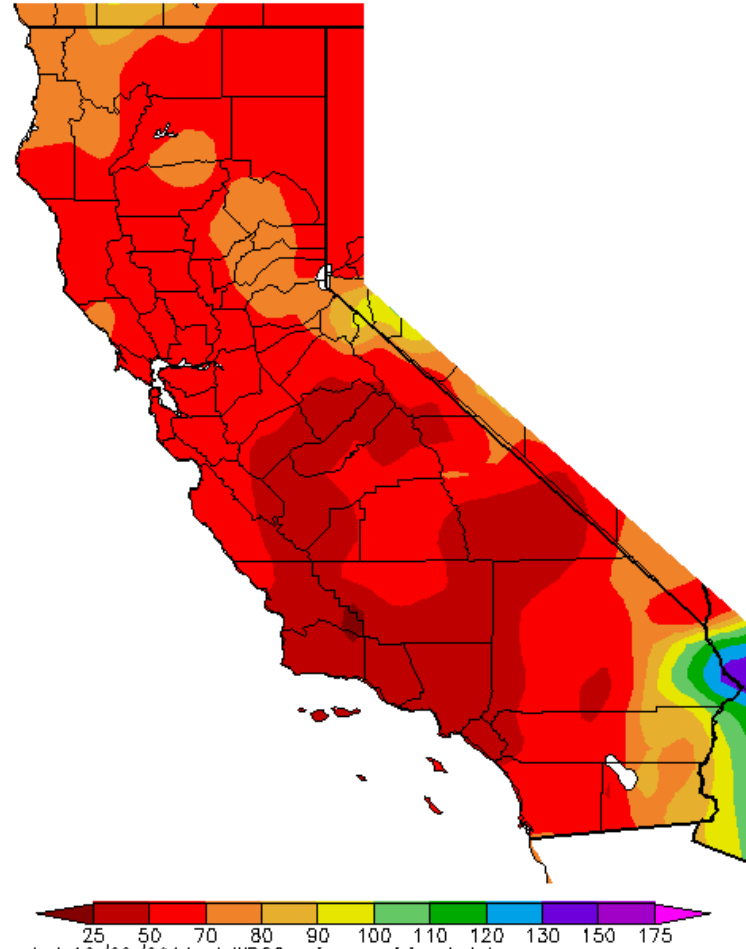
Percent of Average Precipitation (%)
10/20/2013 – 10/19/2014



Generated 10/20/2014 at WRCC using provisional data.
NOAA Regional Climate Centers

1 yr. Deficit

Percent of Average Precipitation (%)
10/20/2011 – 10/19/2014



Generated 10/20/2014 at WRCC using provisional data.
NOAA Regional Climate Centers

3 yr. Deficit

Recent Temperature History

Since	Ranking
March 2014	1 st Warmest
December 2013	1 st Warmest
March 2013	1 st Warmest
September 2012	1 st Warmest
September 2011	1 st Warmest
September 2010	1 st Warmest

California – average statewide temperature ranking.

Records began 1895.

Site	2014	Record	Normal
San Jose	43	74 in 1997	17
Redwood City	35*	27 in 1980,2006	11
Watsonville	35*	14 in 1983	2
Salinas	33	47 in 1983	3
Santa Cruz	32*	12 in 1992	2
San Francisco DT	31*	25 in 1992,1997	7
SF Oceanside	23	30 in 1997	5
San Rafael	19	22 in 1979	4

** Indicates 2014 is a record setting year*

Low temperatures in the 60s

Follow Us



@NWSBayArea



NWSBayArea

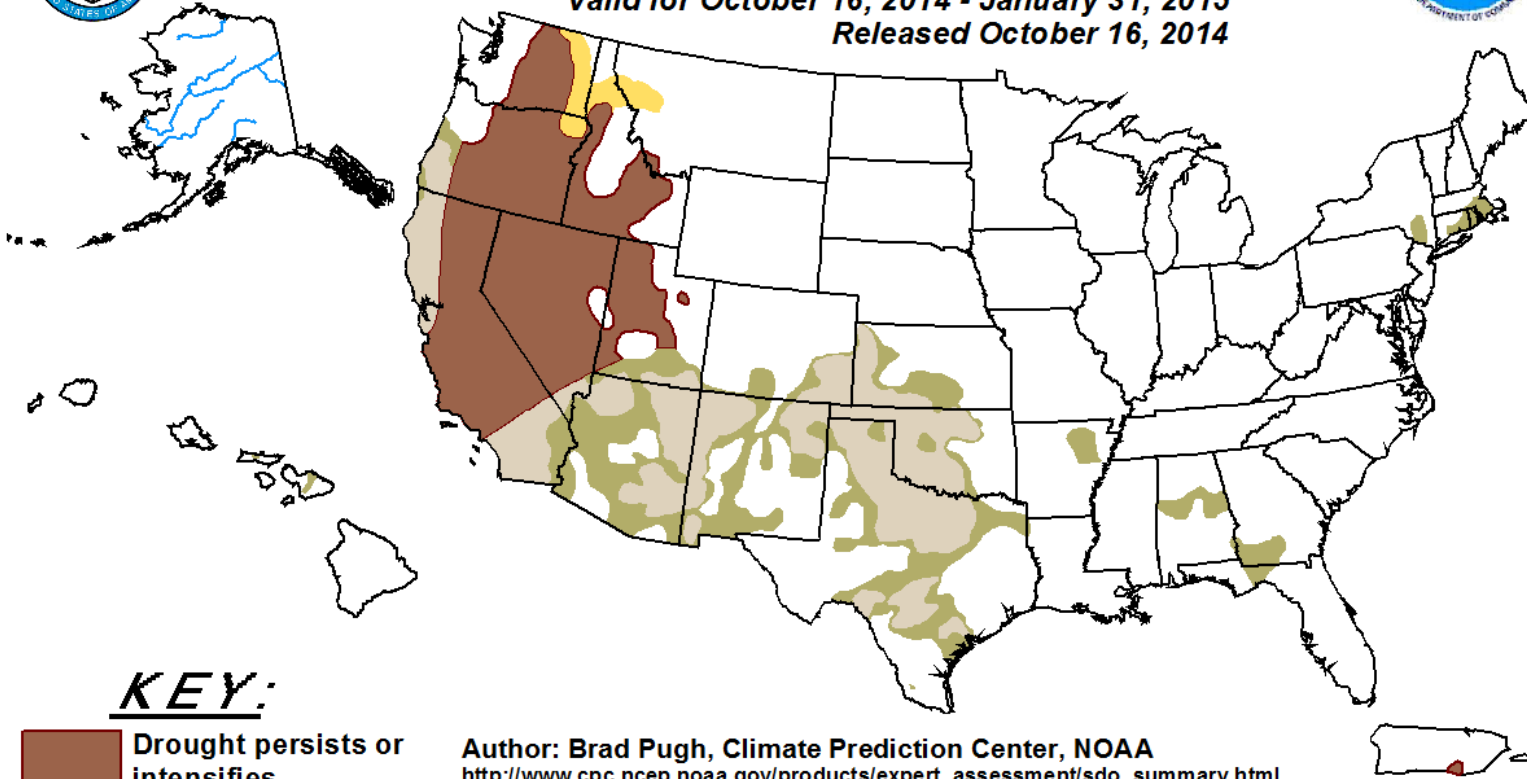
Seasonal Drought Outlook



U.S. Seasonal Drought Outlook

Drought Tendency During the Valid Period

Valid for October 16, 2014 - January 31, 2015
Released October 16, 2014



KEY:

- Drought persists or intensifies
- Drought remains but improves
- Drought removal likely
- Drought development likely

Author: Brad Pugh, Climate Prediction Center, NOAA

http://www.cpc.ncep.noaa.gov/products/expert_assessment/sdo_summary.html

Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Short-term events -- such as individual storms -- cannot be accurately forecast more than a few days in advance. Use caution for applications -- such as crops -- that can be affected by such events. "Ongoing" drought areas are approximated from the Drought Monitor (D1 to D4 intensity). For weekly drought updates, see the latest U.S. Drought Monitor.

NOTE: The tan area areas imply at least a 1-category improvement in the Drought Monitor intensity levels by the end of the period although drought will remain. The Green areas imply drought removal by the end of the period (D0 or none)

Drought Resources

National Weather Service Forecast Office
San Francisco Bay Area/Monterey

Home News Organization FAQ Share Search

Drought Information

Drought Information Statements from Weather Forecast Offices
Sacramento | Medford | Eureka | Reno | Monterey | Hanford | Oxnard | San Diego | Las Vegas | Phoenix

Drought Monitor and Outlook

Drought Monitor for CA

County	0.00	0.25	0.50	0.75	1.00	1.25	1.50	1.75	2.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Alameda	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Drought Monitor for US

U.S. Monthly Drought Outlook

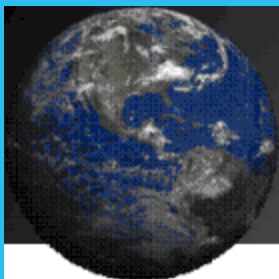
U.S. Seasonal Drought Outlook

- Real-time
- Auto Updating

Key Drought Points

- Deficits extend back multiple years.
- Unlikely that all of it will be made up in one season.
- Anything close to normal will be an improvement at this time.
- Even a normal rainfall winter will not completely end the drought.

Changes to NWS Products/Services



Strengthening Partnerships WRN Ambassador Initiative

What organizations can be a part of and contribute toward building a Weather-Ready Nation?

- ☑ All levels of government
- ☑ Weather, Water, Climate Enterprise
- ☑ Academia
- ☑ Businesses & non-profits

Formal recognition of organizations that work with NOAA toward building a Weather-Ready Nation

- ☑ Promote WRN messages and themes
- ☑ Engage with NOAA on potential collaborations
- ☑ Share success stories
- ☑ Serve as an "Example"



Visit: www.noaa.gov/wrn



Weather-Ready Nation Ambassador

- You are eligible to be an Ambassador!
- No complicated forms, site visits, or renewals.



<http://1.usa.gov/1jX7vjm>

NWS Website Highlights

NWS Enhanced Data Display v4.0
 A Product of the Charleston, WV Weather Ready Nation Pilot Project

Experimental

Interface: Advanced

Quick Layers: Clear All

Radar: [Icons]

Satellite: [Icons]

Hazards: [Icons] Backup

Tropical: [Icons]

Rivers: [Icons]

Grid Forecast: [Icons]

Observations: [Icons]

Upper Air: [Icons]

Model Spread: [Icons]

Webcams: [Icons]

Outlooks: [Icons]

Background: ESRI Nat Geo

More Layers Quick Links

Layer Tree

Search for a layer by name...

- Boundaries
- Boundaries (Specific)
- Climate
- Demographics
- Experimental
- Fire Weather
- Hazards
- Hydrology
- Marine
- Models

Map: Southern California region showing weather hazards. A pink area covers the eastern part of the region, and an orange area covers the western part. A tooltip for a Wind Advisory is visible over the eastern part of the map.

What: Wind Advisory
Ends: 3:00 PM PDT Wed, Apr 30th, 2014
Issued: 11:56 AM PDT Wed, Apr 30th, 2014
Type: EXT
ETN: 21
NWS Office: KHNX
Impacts:
 Population: 1,137,789
 Airports: 14
 Miles of Interstate: 51
 Miles of Rail: 480
 Parks: 0
 Area: 6,212 Sq. Miles

Hazard Watch

Filter by: Filters Disabled Age: 3 minutes

Action	Phenomenon	Signifi...	Ends in	Populat...	State	Office Long N...
CON	High Wind	Warning	1d 3h	7,453,620	CA	San Diego
CON	High Wind	Warning	1d 1h	2,488,149	CA	Los Angeles/C
CON	Red Flag	Warning	1d 6h	10,477,3...	CA	Los Angeles/C
CON	Red Flag	Warning	6h 13m	121,450	NV	Las Vegas
CON	Red Flag	Warning	1d 6h	6,278,258	CA	San Diego
EXT	Red Flag	Warning	6h 13m	206,859	AZ	Phoenix
EXB	Red Flag	Warning	6h 13m	81	AZ	Phoenix
CON	Red Flag	Warning	3h 13m	4,543,679	AZ	Phoenix

1 of 16 rows

Terms of Use 70°F Search Map... [Icons]

Elevation: 2845 ft / 867.3 m
 Lat: 35.67379, Lon: -118.40436

NWS Chat State Overlay Map Storm Reports Save/Share Privacy/FOI

<http://preview.weather.gov/edd/>

This Winter

- **High Wind Warning**
 - Will be used in first strong wind events as opposed to Wind Advisory.
 - More dead trees are present this year (drought, disease, weak storms last winter).
 - Greater impacts from first strong winds this year than in past years!

This Winter

- **Coastal Flood Statement**

- King Tide related coastal inundation. Minor flooding at times of King Tides has been demonstrated to flood onramps, roads, sidewalks, parking lots, trails, etc.
- Will issue coastal flood statement to coincide with these events to heighten awareness.
- If combined with strong storms, rainfall related flooding, etc. will consider Coastal Flood Advisory/Warning.

NWS Decision Support Services

Services provided by NWS to support your decisions.

- Heads Up Email Briefings
- Conference Calls
- Exercise participation and support
- Emergency Response Support
- Large Event Public Safety Support

Services are not provided directly to private sector companies.
Services support partner agencies, first responders, and public safety.

Heads Up Email Briefings For Core Partners (Public Safety)



NOAA – National Weather Service
San Francisco Bay Area – Monterey, CA
831.656.1724 www.weather.gov/sanfrancisco
@nwsbayarea

Overview

A strong ridge of high pressure over the Western states will produce unseasonably warm weather for the next several days. Temperatures will be warmest on Thursday and highs will be near record-setting with interior locations well into the 90s. This will be the first widespread hot weather of the year. Search #heatwave on Twitter and FB for additional information.

CONFIDENCE

- **High Confidence in near record heat for interior areas**
- **Low-Moderate Confidence in how close to the coast the 90s are.**

UPDATED INFORMATION

- Updated high temperatures Wed/Thu and included info on Records (attached).

TIMING

- Each day this week will steadily get warmer, with Thursday being the warmest day.
- Temperatures will cool considerably by Friday.

LOCATIONS

- Hottest temperatures will be in the interior valleys of the area, especially in the valleys of southern Monterey County. 95-100 in the hottest interior valleys.
- Cooler on the immediate coast, but even 75-80 degrees in coastal locales.
- Overnight lows will remain 50-60 degrees in most locations.
- **MAJOR URBAN AREAS:**
 - San Francisco/Oakland: 75-85 Wed/Thu
 - San Jose: 85-95 Wed/Thu

Not on the list? See me to be added.

Emergency Response Support

- Remote
 - Call us when you have specific emergency response needs (fire, hazmat, SAR, and more)
 - We can provide spot forecasts, verbal or email summaries and briefings of conditions.
- Onsite
 - We have incident meteorologists – trained in ICS structure, EM courses, giving briefings, etc.
 - We can serve as a Technical Specialist in your planning section during an EOC activation

Spot Forecasts

- Specific weather forecast for a spot
- Used for SAR, Hazmat, Wildfire, Prescribed Burn, Law Enforcement, Public Safety, etc.
- Submit online – call office 831-656-1717 for assistance or questions.

<http://spot.nws.noaa.gov/cgi-bin/spot/spotmon?site=mtr>

From weather.gov/sanfrancisco, click Fire Weather in the left hand menu, then select “Spot Request”

Spot Forecasts

MONTEREY, CA SPOT FORECAST REQUEST

Required Elements in RED (*)

PROJECT NAME

(*)Project Name:

Wildfire HAZMAT
 Prescribed Fire SAR

Ignition Time: Pacific Local Time

Date:

REQUESTING AGENCY

(*)Requesting Agency:

(*)Requesting Official:

(*)Phone Number: Ext.

FAX Number:

Contact Person:

REASON FOR SPOT FORECAST REQUEST

(*)Must choose either Wildfire or one of the Non-Wildfire reasons

- Wildfire
- Non-Wildfire**
- Under the Interagency Agreement for Meteorological Services (USFS, BLM, NPS, USFWS, BIA).
 - State, tribal or local fire agency working in coordination with a federal participant in the Interagency Agreement for Meteorological Services.
 - Essential to public safety, e.g. due to the proximity of population centers or critical infrastructure.

For NWS Spot forecast policy, see section 4.0 in NWS Instruction 10-401 at <http://www.nws.noaa.gov/directives/010/010.htm>

LOCATION

(*)Lat:

(*)Lon:

7.5' Quad:

Legal (T/R):

CA

(*)Elevation: Top Bottom

Drainage:

(*)Aspect:

Size: (Acres)

FUEL

Type:

Sheltering

Full

Partial

Unsheltered

*Enter Lat/Lon (WGS84/NAD83 preferred), Legal(T/R) also acceptable.

OBSERVATIONS

Place	Elev	Time	Wind	Temp	Wetbulb	RH	Dewpt.	Sky/Weather
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PRIMARY FORECAST ELEMENTS

- TDA TNT TMR (Today, Tonight, Tomorrow)
- Sky / Weather
 - Temperature
 - Humidity
 - Eye-level wind
 - 20 foot wind
 - Chance of Wetting Rain
 - Lightning Activity Level
 - Marine layer
 - Swell Height
 - Swell Period
 - Wind Wave

REMARKS

Put your email here and it the forecast will be emailed to you

Large Events

Public Safety Response

- Remote
 - Provide briefings via email, phone
 - Provided at times that meet your planning requirements
 - Discussions with public safety partners to tailor to your specific needs
- Onsite
 - EOC participation

Email Briefings for Emergency Response or Public Safety



Decision Support Briefing for Urban Shield: Alameda County Sheriff

Overview

Little change in the weather is expected through the remainder of the weekend and into the first few days of next week. Low clouds will return by mid-evening and remain in the Oakland Metro area through the late morning hours. Generally sunny conditions are expected for the afternoon hours with highs in the lower to mid 70s. Light to moderate westerly winds are forecast during the afternoon and early evening hours.

National Weather Service Forecast for Oakland, Metro Oakland International Airport, CA

For the latest forecast, go to <http://forecast.weather.gov/MapClick.php?lat=37.767&lon=-122.21>

Tonight: Patchy fog after 11pm. Otherwise, increasing clouds, with a low around 58. West northwest wind 3 to 8 mph.

Sunday: Patchy fog before 11am. Otherwise, cloudy through mid morning, then gradual clearing, with a

Available upon request

- Not for private event organizers
- Public Safety Oriented
- Specifically focused and delivered to your requirements
- 24x7 Forecaster support by phone available

Local Support Snapshot: Large events Public Safety

Date	Event	Partnership
September 2012	Salinas Airshow	Salinas FD
October 2012-14	Urban Shield	Multiple
October 2012 (onsite)	America's Cup/Fleet Week	SFPD, USCG
October 2012	San Martin PGA	CalFire
April 2013-14	Big Sur Marathon	CalFire
May 2013	Amgen Tour of California	San Ramon Valley Fire
May 2013	Wildflower Triathlon	Monterey County Parks
May 2013 (onsite)	Golden Guardian	Monterey County OES
June 2013	Hollister Motorcycle Rally	San Benito County OES
June 2013	NASCAR Race	Sonoma County OES
July 2013	Fourth of July Events	Santa Cruz/Sonoma County OES
February 2014	AT&T Pebble Beach ProAm	CalFire
February 2014	Mavericks Invitational	San Mateo County OES
April 2014	Fort Hunter Liggett Training	Fort Hunter Liggett EM
June 2014	Hollister Airshow	Hollister Fire
July 2014	Garlic Festival	Gilroy Fire/OES
August 2014	Sonoma NHRA	Sonoma County OES
October 2014	Fleet Week	San Francisco DEM
October 2014	World Series	San Francisco DEM

Local Support Snapshot

Emergency Response

Date	Event	Partnership
November 2012	Daly City Mudslide Recovery	City of Daly City
January 2013	E Palo Alto Flood Recovery	City of E Palo Alto
July 2013	SFO Aircraft Incident	SFO Emergency Operations
February 2014	Pfieffer Burn Scar Support	Monterey County OES

Social Media

Page Activity 8 Insights Settings Build Audi



US National Weather Service San Francisco Bay Area/Monterey California ✓
Government Organization

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★★★★★
6,490 likes
60 visits

Reach People Nearby
Reach up to 75,000 people near Monterey
Promote Page

ABOUT >

Facebook posts do not always reflect the most current information. For current official info, visit: <http://weather.gov/>

<http://www.weather.gov/sanfrancisco> Promote

APPS

Radar

Status Photo / Video Offer, Event +

What have you been up to?

US National Weather Service San Francisco Bay Area/Monterey California
Posted by Nws Monterey [?] · 47 minutes ago

Rain is still in the forecast Wed pm through Thu. Ocean swell will bump up to the 8-10' range Thursday.

IMAGE TIME
10:07AM



Social Media



TWEETS 11.3K PHOTOS/VIDEOS 2,020 FOLLOWING 248 FOLLOWERS 7,909 FAVORITES 619 More ▾

NWSBayArea ✓

@NWSBayArea

Official Twitter account for the National Weather Service San Francisco and Monterey Bay area. Details: weather.gov/twitter

📍 San Francisco/Monterey Bay, CA

🌐 weather.gov/sanfrancisco

🕒 Joined June 2012

📷 2,020 Photos and videos



Tweets Tweets & replies

NWSBayArea @NWSBayArea · 52m
Rain is still in the forecast Wed pm through Thu. Ocean swell will bump up to the 8-10' range Thursday. [#bayareawx](#)



<http://twitter.com/nwsbayarea>

@nwsbayarea

Social Media

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NWS San Francisco Bay Area/Monterey, CA uploaded and posted
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Update on Drought Conditions Across Our Area
1 month ago • 943 views
This is the latest drought information across the San Francisco and Monterey Bay Region. It also includes a weather outlook through the third week in March....
CC

NWSBayArea uploaded a video

MID STORM UPDATE
2 months ago • 425 views
An overview on what happened overnight and what is forecast through the evening hours.
...
CC

NWSBayArea uploaded a video

Update on Friday Storm System
2 months ago • 329 views
Short video covering impacts of a Pacific storm system in the San Francisco and Monterey Bay Areas...
CC

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- RihannaVEVO Subscribe
- HolaSoyGerman Subscribe

We are a resource for you!

Logan Johnson

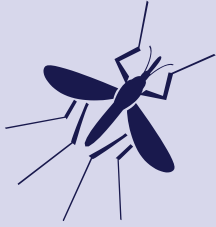
Warning Coordination Meteorologist

San Francisco Bay Area National Weather Service

Logan.johnson@noaa.gov

(831) 656-1710 x223 – My direct line

(831) 656-1717 24x7 Forecaster Support



District Report: October 2014

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Laboratory staff test chickens from the sentinel flock for West Nile Virus. November 4 is the last day in 2014 the chickens will be tested.

District News

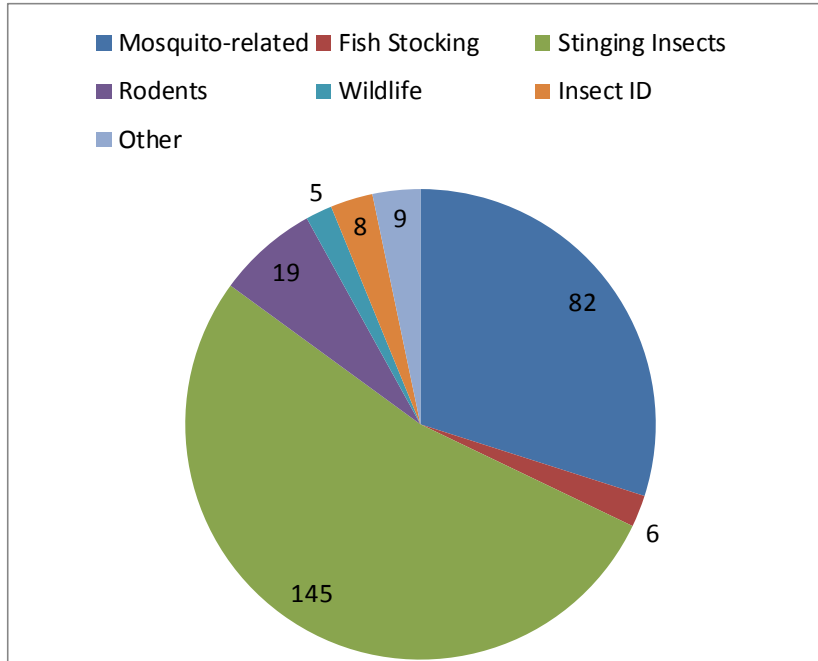
- In October, two birds collected in Pacifica tested positive for West Nile Virus, but mosquitoes collected in these areas subsequently tested negative. No mosquito samples tested positive for West Nile Virus in October.
- On Oct. 7th, the Public Health Education and Outreach Officer presented to the East Palo Alto City Council on the current status of West Nile Virus in San Mateo County.
- On Oct. 9th and again on Oct. 23rd, the Public Health Education and Outreach Officer, as well as the Interim Manager, met with web developers from Digital Deployment to discuss progress on the new District website. The new website is expected to launch in January 2015.
- The Environmental and Public Outreach Committee of the Board of Trustees met on Oct. 22nd to choose the design for the new District logo.
- District staff attended the MVCAC Quarterly Meeting in Sacramento on Oct. 22-24. Public Health Education and Outreach Officer Megan Caldwell was appointed to the MVCAC Public Relations Committee.
- On Oct. 27th, the District held a Public Information Session on the threat of West Nile Virus in San Mateo County. Speakers included the District's Assistant Manager Brian Weber, John Holick from Central Life Sciences, and Dr. D. Scott Smith from Stanford University School of Medicine.
- Laboratory staff will provide instruction to students at Ravenswood City School District on Dec. 8th and 9th.
- District offices will be closed November 27th and 28th, December 23rd through 26th, and January 1st and 2nd in observance of upcoming holidays.

The District asks residents to report dead birds or tree squirrels at <http://westnile.ca.gov>. Specimens that appear to have been dead for less than 24 hours and are in good condition will be tested for West Nile Virus.

San Mateo County Mosquito and Vector Control District

Service Requests and Acres Treated

Number of Service Requests in September

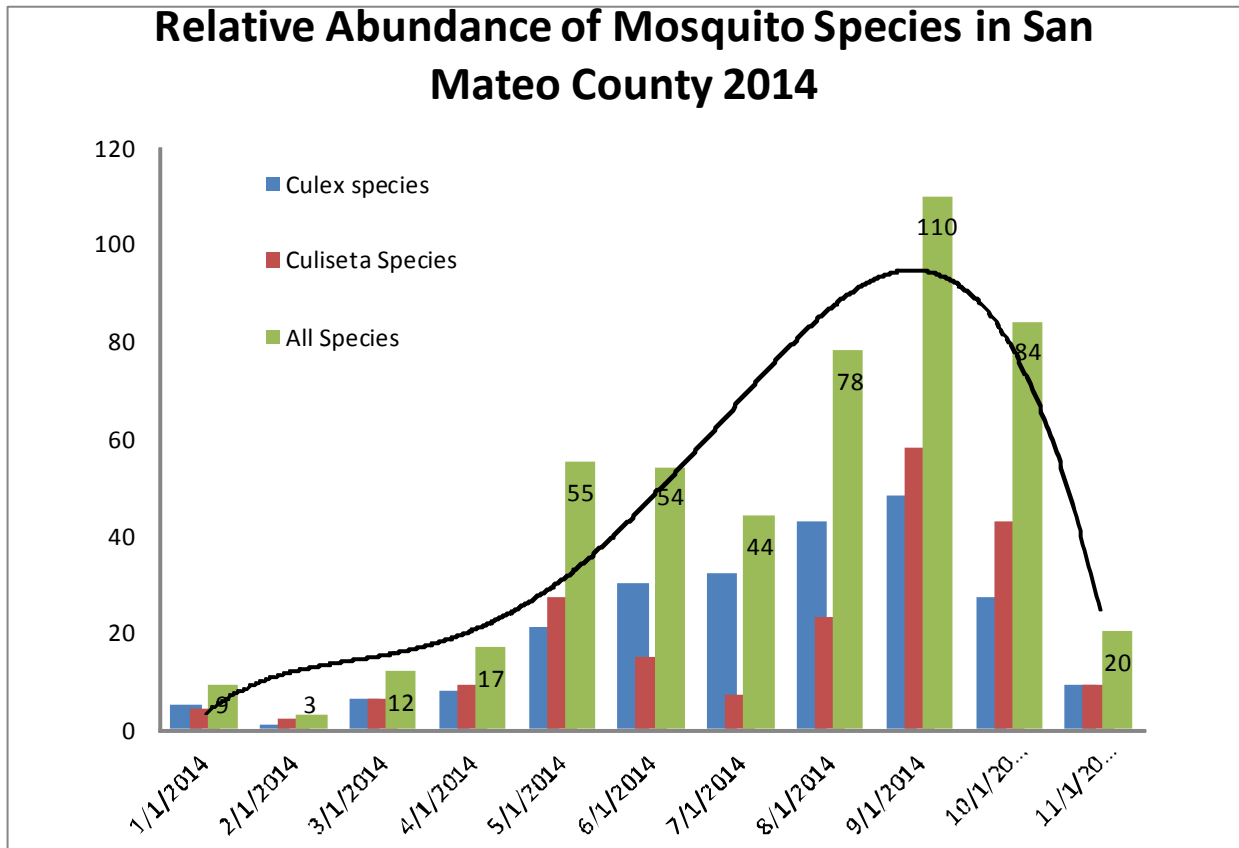


Number of acres treated

Source Type	August	September
Marshes and Impounds	66.91	6.15
Catch basins	20.52	0.89
Other	1.81	0.25
Ditches and Drainlines	0.62	0.13
Backyard Ponds	0.21	0.13
H2O under bldgs	0.15	0.17
Swim Pools	0.11	22.78
Vaults	0.06	2.73
Misc Containers	0.05	0.64
Total	90.45	33.87

New Jersey Light Traps

Relative Abundance of Mosquito Species in San Mateo County 2014



San Mateo County Mosquito and Vector Control District

West Nile Virus Surveillance

SEASONAL TOTALS OF POSITIVE MOSQUITO POOLS – 2014

STREET	CITY	ZIP CODE	TEST DATE	FOGGING DATE	% REDUCTION
Claremont St	San Mateo	94401	June 19, 2014	June 19, 2014	77%
Ladera Oaks	Portola Valley	94028	July 18, 2014	July 21, 2014	97%
Ellsworth Ct	San Mateo	94401	July 18, 2014	July 21, 2014	99%
Ellsworth Ct	San Mateo	94401	July 23, 2014	July 28, 2014	79%
Birch Ave	San Mateo	94402	July 26, 2014	July 30, 2014	98%
Eisenhower St	San Mateo	94403	July 29, 2014	July 30, 2014	98%
Robert Dr.	Menlo Park	94025	August 06, 2014	August 11, 2014	86%
End of Louise	Menlo Park	94025	August 06, 2014	August 11, 2014	86%
Webb Ranch	Portola Valley	94028	August 08, 2014	N/A	
Webb Ranch	Portola Valley	94028	August 08, 2014	N/A	
Clay Park	South San Francisco	94080	August 11, 2014	August 19, 2014	78%
Hacker Way	E Menlo Park	94025	August 22, 2014	August 24, 2014	98%
Haven Ave	Redwood City	94063	August 29, 2014	September 2, 2014	89%
Boothbay Ave	Foster City	94404	September 16, 2014	September 18, 2014	91%
Biscayne Ave	Foster City	94404	September 16, 2014	September 18, 2014	91%

SEASONAL TOTALS OF POSITIVE BIRDS – 2014

STREET	CITY	ZIP CODE	BIRD SPECIES	TEST DATE
Cedar St.	San Carlos	94070	American Crow	4-Jun-14
Berenda Way	Portola Valley	94028	Blue Jay	9-Jul-14
Oak Hollow Way	Menlo Park	94025	American Crow	17-Jul-14
El Camino Real	San Mateo	94401	American Crow	21-Jul-14
Shoreline Dr.	San Mateo	94404	American Crow	25-Jul-14
Politzer Dr.	Menlo Park	94025	American Crow	4-Aug-14
Andeta Way	Portola Valley	94028	American Crow	4-Aug-14
Longford Dr.	S. San Francisco	94080	House Finch	15-Aug-14
Hermosa Way	Menlo Park	94025	Blue Jay	27-Aug-14
Cotton St.	Menlo Park	94025	American Crow	4-Sep-14
City Park	San Bruno	94066	Hawk	5-Sep-14
Lyme Lane	Foster City	94404	American Crow	11-Sep-14
Lyme Lane	Foster City	94404	American Crow	11-Sep-14
Hacker Way	Menlo Park	94025	Sparrow	11-Sep-14
E. Bayshore Rd.	Redwood City	94063	Bluebird	16-Sep-14
Biscayne Ave.	Foster City	94404	House Finch	23-Sep-14
Tioga Way	Pacifica	94044	American Crow	6-Oct-14
Oceana Blvd.	Pacifica	94044	American Crow	14-Oct-14

San Mateo County Mosquito and Vector Control District

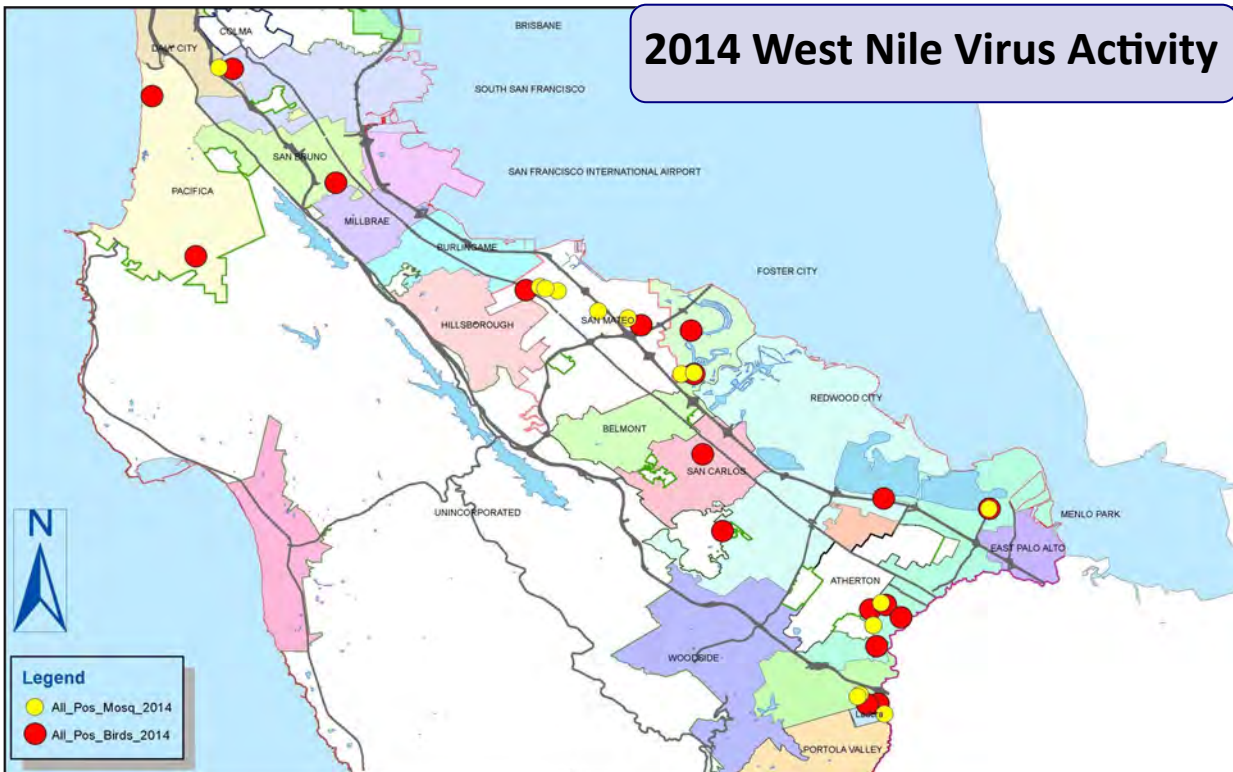
West Nile Virus Risk Assessment

The West Nile Risk Assessment Rating for San Mateo County is currently 2.3

	2014-01-15	2014-01-31	2014-02-15	2014-02-28	2014-03-15	2014-03-31	2014-04-15	2014-04-30	2014-05-15	2014-05-31	2014-06-15	2014-06-30	2014-07-15	2014-07-31	2014-08-15	2014-08-31	2014-09-15	2014-09-30	2014-10-15	2014-10-31
Risk	1	1	1	1	1	1	1	1.7	1.7	1.5	2	2.2	2	3	3	2.6	2.2	3.5	2.5	2.3
Environment	1	1	1	1	1	1	1	2	2	2	2	2	2	3	2	2	2	2	3	2
Abundance									1			1		1	1	1	1			
Infection												3	1	5	5	4	1	5	1	1
Seroconversion								1	1	1	1	2	2	2	2	2	2	2	2	2
Dead Bird	1	1	1	1	1	1	1	2	2	2	3	3	3	4	5	4	5	5	4	4

The California Department of Public Health generates a risk assessment level ranging from 1-5 for West Nile Virus (WNV). The risk level is determined by analyzing a combination of data on mosquitoes and infection rates gathered by the District, weather patterns and the state WNV hotline. The risk levels are explained as:

- Risk Rating 1.0—2.5** *Normal Season, "No Alert Level":* regular district operations
- Risk Rating 2.6—4.0** *Emergency Planning, "Alert Level":* enhanced larval detection and control, public health officials notified, increased disease surveillance, more public outreach
- Risk Rating 4.1-5.0** *Epidemic Conditions, "Emergency Level":* full media campaign, physicians and veterinarians alerted, detection and investigations of human cases, continue enhanced larval surveillance and control



Drought and West Nile Virus

Think California's unprecedented drought will help with the fight against West Nile Virus? Think again: historically, levels of West Nile Virus have been higher in drought years, and this year is no exception.

One factor that may be responsible for this effect is the overall decrease in number of water sources available to birds and mosquitoes. According to Vicki Kramer, Chief of Vector-Borne Disease at California Department of Public Health, "When we have less water, birds and mosquitoes are seeking out the same water sources, and therefore are more likely to come in to closer proximity to one another, thus amplifying the virus."

Lower water levels may also promote West Nile Virus activity by creating stagnant areas where water once flowed freely. For example, many creeks are reduced to a few pools of standing water, providing areas ideal for mosquito larvae. Man-made sources may also breed more mosquitoes; San Mateo County Mosquito and Vector Control District's catch basin program is projected to continue a month longer this year than usual to address this problem.



Standing water, like this local creek bed, is an ideal habitat for mosquito larvae.



The District's catch basin program is projected to continue a month longer this year than usual due to the drought.

While water conservation is important, drought-conscious residents may be inadvertently contributing to mosquito problems through the use of storm water collection and storage systems. Unless properly screened, these systems provide a regular source of standing water where mosquitoes can breed. Fortunately, the City-County Association of Governments of San Mateo and Bay Area Water Supply and Conservation Agency have partnered with San Mateo County Mosquito and Vector Control District to overcome this problem, offering a rebate to homeowners who purchase and properly install screened rain barrels. Applicants receive information about mosquito control and District services, while District technicians are provided with a list of newly-installed rain barrels so that they can be regularly inspected for mosquito larvae.

While mosquitoes and West Nile Virus are at the forefront of many residents' minds, the drought can also increase incidences of residents coming into contact with another vector: rodents. During droughts, rats and mice can become desperate in their attempts to find water sources, leading them to enter homes and take other risks. Residents are reminded that access to water sources may attract rodents to a property.

San Mateo County Mosquito and Vector Control District

District Balance Sheet - Consolidated Funds as of September 30, 2014

	<u>Sep 30, 2014</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Cash	5,525,242
1010A01 · Cash-VCJPA Property Contingency	36,595
1010A02 · Cash-VCJPA Member Contingency	320,324
1020 · Cash - Petty Cash	400
Total Checking/Savings	<u>5,882,561</u>
Accounts Receivable	
1012 · 1012 · Accounts Receivable-001	83,713
Total Accounts Receivable	<u>83,713</u>
Other Current Assets	
1120 · Inventory - Pesticides	120,187
Total Other Current Assets	<u>120,187</u>
Total Current Assets	<u>6,086,460</u>
TOTAL ASSETS	<u><u>6,086,460</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4300-1 · 4300-1 · Accounts Payable	60,466
Total Accounts Payable	<u>60,466</u>
Credit Cards	
US Bank Credit Card	-
Total Credit Cards	<u>-</u>
Total Current Liabilities	<u>60,466</u>
Total Liabilities	60,466
Equity	
32000 · Retained Earnings	6,983,607
Net Income	(957,612)
Total Equity	<u>6,025,995</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,086,460</u></u>

San Mateo County Mosquito and Vector Control District

District Profit & Loss - Consolidated Funds for the month ended September 30, 2014

REVENUES	September-14				Year to Date			
	MTD Actuals	MTD Budget	MTD (Over) / Under	% of Budget	YTD Actuals	YTD Budget	YTD (Over) / Under	% of Budget
1021 Prop. taxes, current, secured	0	0	0	0%	0	0	0	0.0%
1024 PY Secured Rede	0	0	0	0%	0	0	0	0.0%
1031 Prop. taxes, current unsecured	0	0	0	0%	0	0	0	0.0%
1033 Prop. taxes, prior, unsecured	0	0	0	0%	0	0	0	0.0%
1041 Prop taxes CYsecured SB 813	0	850	850	0.0%	2,202	1,700	(502)	130%
1042 Prop taxes CYunsecured SB 813	0	0	0	0%	0	0	0	0.0%
1043 PY SB 813 REDEM	0	0	0	0%	0	0	0	0.0%
1045 Prop. taxes unsecured SB 813	0	0	0	0%	0	0	0	0.0%
1831 Homeowner Prop	0	0	0	0%	0	0	0	0.0%
1046 1046 - ERAF Rebate	0	0	0	0%	0	0	0	0.0%
1521 Interest Earned	0	1,600	1,600	0.0%	9,902	9,900	(2)	100%
2031 Benefit Assessment	0	0	0	0%	0	0	0	0.0%
2439 Mosquito Control Tax	0	0	0	0%	0	0	0	0.0%
2451 Service Abatement Income	32,696	38,418	5,722	85%	116,425	148,005	31,580	79%
2647 Misc Refunds/RDA/RPTTF	0	10,000	10,000	0%	0	12,500	12,500	0.0%
2658-11 VCJPA-Misc Income	0	0	0	0%	0	0	0	0.0%
2658 Other	5,077	100	(4,977)	5077%	182,577	3,100	(179,477)	5890%
Revenue Total:	37,774	50,968	13,195	74%	311,107	175,205	(135,901)	178%
EXPENDITURES								
Salary & Benefits								
4111 Regular Full Time	121,257	132,359	11,102	92%	374,837	463,255	88,418	81%
4115 Severance Pay	74,671	0	(74,671)	0%	74,671	0	(74,671)	0%
4161 Regular Part Time	27,022	34,560	7,539	78%	84,644	120,960	36,316	70%
4311 Social Security	1,787	2,279	492	78%	5,558	7,772	2,214	72%
4321 Retirement	40,146	44,164	4,019	91%	125,250	154,575	29,325	81%
4412 Health Insurance	21,915	33,130	11,215	66%	77,987	99,350	21,363	78%
4414 Great-West Deferred Comp	250	1,000	750	25%	1,750	3,500	1,750	50%
4415 Medicare Insurance	3,259	2,452	(807)	133%	7,819	8,535	716	92%
4422 Dental Insurance	2,692	3,750	1,058	72%	8,809	11,250	2,441	78%
4431 Vision Insurance Plan (VSP)	442	500	58	88%	1,369	1,500	131	91%
4440 Employee Commute Benefit	284	750	466	38%	571	2,250	1,679	25%
4442 Long Term Disability	869	1,100	231	79%	2,675	3,300	625	81%
4451 Unemployment Insurance	882	1,397	515	63%	3,517	6,891	3,374	51%
4621 AFLAC Insurance	464	560	96	83%	1,688	1,870	182	90%
Subtotal	295,938	258,002	(37,936)	115%	771,145	885,008	113,863	87%
Services & Supplies								
5111 Pesticides	48,617	10,000	(38,617)	486%	84,776	85,000	224	100%
5121 Clothing	3,508	1,400	(2,108)	251%	5,342	8,155	2,813	66%
5156 Household	335	300	(35)	112%	659	900	241	73%
5171 Medical/Laboratory	3,304	2,500	(804)	132%	9,652	9,250	(402)	104%
5188 Other Misc (Union Bank Fee)	37	50	13	74%	73	150	77	49%
5199 Office	1,021	1,445	424	71%	3,950	4,940	990	80%
5233 Tools/Equipment	1,667	2,800	1,133	60%	7,393	12,650	5,257	58%
5331 Memberships	774	0	(774)	0%	8,774	8,000	(774)	110%
5416 Gasoline/Oil	7,306	8,000	694	91%	23,185	24,000	815	97%
5428 Facility/Auto/Equip Maint/Repair	4,649	14,135	9,486	33%	11,531	21,725	10,194	53%
5472 General Maintenance	357	725	368	49%	1,091	2,375	1,284	46%
5631 Electric/Gas	132	2,420	2,288	5%	5,139	7,260	2,121	71%
5635 Water/Sewer Disposal	262	435	173	60%	1,677	2,265	588	74%
5721 Meetings/Conferences	2,756	4,950	2,194	56%	7,883	12,250	4,367	64%
5856 Services/Consultation	39,464	29,190	(10,274)	135%	94,525	96,292	1,767	98%
5966 District Special Expenses	13,224	35,800	22,576	37%	16,758	108,475	91,717	15%
6712 Telephone	1,748	2,590	842	67%	4,815	8,245	3,430	58%
6725 Liability Insurance	0	0	0	0.0%	39,619	41,000	1,381	97%
6731 Other Insurance	0	0	0	0.0%	97,821	104,150	6,329	94%
Subtotal	129,160	116,740	(12,420)	111%	424,664	557,082	132,418	76%
Fixed Assets								
7211 Structures/Improvements	0	0	0	0.0%	0	0	0	0.0%
7311 Equipment	939	37,110	36,171	3%	72,909	77,930	5,021	94%
Subtotal	939	37,110	36,171	3%	72,909	77,930	5,021	94%
Expenditures Total:	426,037	411,852	(14,185)	103%	1,268,719	1,520,020	251,301	83%
NET INCOME								
Net Income	(388,263)	(360,883)	27,380		(957,612)	(1,344,814)	(387,202)	

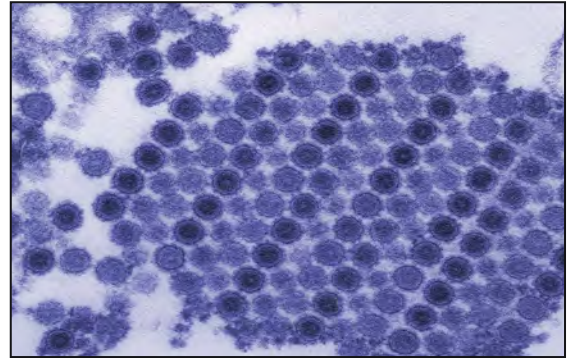
NOTE: Although District Net Income is running in the negative through 9/30/14, we anticipate an influx of property tax revenue beginning in December-2014 that will put us in a favorable condition.

Chikungunya

Chikungunya virus cases continue to increase in the Caribbean, and locally acquired cases have occurred in Florida since July 17, 2014. Chikungunya is a vector-borne disease that is transmitted by certain *Aedes* mosquitoes, including *Aedes aegypti* and *Aedes albopictus*. The presence of these *Aedes* mosquitoes near a person infected with Chikungunya virus could result in local transmission.

Chikungunya virus is expanding its range, and arrived in the Western Hemisphere in 2013. A recent article by Stephen Higgs discusses whether Chikungunya is likely to spread across the United States and become established in a similar manner to West Nile Virus (WNV) in the early 2000s¹. The author notes that Chikungunya is more quickly detected because the transmission cycle does not involve birds, which can circulate the virus in the area before there are human cases, and because Chikungunya cases are typically symptomatic, unlike WNV. However, regions of the U.S. that do not have adequate vector control programs might still respond too slowly to prevent establishment of the virus¹.

Symptoms of infection of Chikungunya virus are fever and joint pain, and sometimes include headache and rash. Those at greatest risk are infants, adults over 65 years of age, and people with other medical conditions.



TEM micrograph of Chikungunya virus particles. Image by CDC Public Health Image Library.

1. Higgs, S., 2014. Chikungunya virus: a major emerging threat., *Vector-Borne and Zoonotic Diseases*. Vol. 14, Number 8.

San Mateo County Mosquito and Vector Control District

Protecting public health since 1916.

1351 Rollins Rd.
Burlingame, CA 94010
(650) 344—8592
info@smcmad.org



Visit us on the web at:
www.smcmad.org

A New District Logo

On Oct. 22nd, the Environmental and Public Outreach Committee of the Board of Trustees met to select a new logo for the District. The new logo will be available in full color, grayscale, and single-color (pictured right) versions, and will be accompanied by a guide detailing the visual aspects of San Mateo County Mosquito and Vector Control District's new image. This logo takes the place of several previous logo versions that are currently in use, and will help provide a fresh, consistent image to the District's public-facing materials and activities — including this report.

In addition to the rebranding initiative, work continues on the development of a new San Mateo County Mosquito and Vector Control District website. Stakeholder input was gathered during October, and will be used to tailor the new website's content organization, functionality, and layout to better fit the needs of its users. Features planned for the new website include an online service request form, interactive maps, and email notifications sign-up. The new website will also include features which help the District earn the Special District Leadership Foundation's District Transparency Certificate of Excellence. The new San Mateo County Mosquito and Vector Control District website is expected to launch in January 2015.



A sneak peek at the one-color version of the new District logo.



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Mary Ann Nihart

MAYOR PRO TEM
Karen Ervin

COUNCIL
Sue Digre
Mike O'Neill
Len Stone

November 18, 2014

Dear Colleagues:

I am seeking your support for election as the At-Large representative to the San Mateo County Transportation Authority (TA) to finish the term held by Naomi Patridge, Councilmember in Half Moon Bay, that ends December 2015. The election will be held during the December 19th meeting of the San Mateo County City Selection Committee at 6 p.m. prior to the Council of Cities' Holiday gathering in Colma.

As funding and other resources remain limited and aging infrastructure needs continue to increase, it is essential for all of us to seek creative, sustainable solutions to transportation needs in San Mateo County. History has shown that we do best when we pool our resources and work together. Improvements in our north/south transportation corridors such as the electrification of Caltrain require our continued attention but balancing the needs of all of our residents must also include strong connections to support east-west service, reaching our bayside and coastal communities. Working together, we can create a more seamless transportation system that preserves the beauty of San Mateo County and enhances mobility for all of our citizens.

As Chair of the City and County Association of Governments, I am humbled and honored to work with council members from each of our cities and representatives from the County. We are one of the few counties to have such a body that excels in collaboration and cooperation to maximize the effectiveness of our tax dollars. Our cross jurisdictional work is reflected in "awarding winning projects", such as 21 Elements, and regionally recognized projects, such as the Smart Corridor and Grand Boulevard Priority Development projects in which transportation is integral. I learned much about the unique needs of each of our communities as part of my involvement with C/CAG. I wish to continue this work as a member of the San Mateo County Transportation Authority.

I look forward to hearing from each of you, and would be grateful for your support in my election to the At-Large seat for the Transportation Authority. Thank you for considering me for this important opportunity to serve our regional community.

All my best,

Mary Ann Nihart

Mayor, City of Pacifica

nihartm@ci.pacificaca.us

(650) 784-9141

Mayor Jeffrey Gee
Vice Mayor Rosanne S. Foust

Council Members
Alicia C. Aguirre
Ian Bain
Diane Howard
Barbara Pierce
John D. Seybert



1017 MIDDLEFIELD ROAD
Redwood City, California 94063
Telephone (650) 780-7220
FAX (650) 261-9102
www.redwoodcity.org

November 20, 2014

Re: City Selection Committee
Peninsula Corridor Joint Powers Board Appointment

Honorable Mayors, Council Members and Designees:

I am writing to express my interest in being appointed to the SamTrans position on the Peninsula Corridor Joint Powers Board (Caltrain JPB) at the December 19, 2014 Council of Cities meeting in Colma.

I would be honored to serve the 20 cities and towns, and the county on this critical regional transportation board. I would use my unique combination of experience as an elected official, appointed official, and capital project construction management professional to ensure the following goals:

- Coordination and transparency with all public agencies in San Mateo County;
- Recruitment of the best possible new CEO;
- Advocate for regional cooperation, while also advocating for San Mateo County;
- Careful implementation of the Caltrain Modernization Project, and ensuring the needs of San Mateo County communities are equally considered and protected in the implementation of this project;
- Ensure the responsible investment of public funds and the proper project delivery methods are utilized to minimize construction impacts and resolve issues quickly and effectively throughout the Caltrain Modernization Project;
- Collaboration with all public agencies to identify and address the unique opportunities and priorities which exist in communities along the Caltrain corridor.

As the only contiguous mass transit transportation corridor between the housing and employment centers in Santa Clara, San Mateo, and San Francisco counties, Caltrain is a vital alternative to automobile travel. Equally important is the role Caltrain plays in reducing traffic congestion on the highways and roadways in San Mateo County, and the significant resulting quality of life and air quality benefits for our residents.

In the past ten years, Caltrain ridership has increased from an average weekday ridership of 27,000 in 2004, to over 61,000 riders a day in 2014. With the financial investment of \$1.5 billion being made to electrify and modernize Caltrain, the vision is to double ridership to as many as 170,000 by 2021. With the Environmental Impact Report process coming to a close, increased attention by elected leaders on the JPB will need to be turned to the Capital Improvement Program. The JPB must ensure the best combination of experience, expertise, common sense solutions, careful oversight, and informed decision-making is taking place.

As a prior member and Chair of the San Francisco Airport Community Roundtable, the current Chair of Commute.org, and the current Chairman of the Board of SamTrans, I have demonstrated my ability to lead and advocate for our communities – acknowledging our differences and celebrating our common needs and goals. My demonstrated participation as a board member, combined with my elected and professional experience, capabilities, focus and work ethic will enable me to address the issues at hand, and continue to make a difference for our future.

Thank you for your consideration and for your support.

Very truly yours,



Jeffrey Gee, Mayor
City of Redwood City

C: Vice Mayor. Rosanne Foust
Members, City Council, City of Redwood City
Mina Lim, Secretary, City Selection Committee



Town of Atherton

NOTIFICATION OF TOWN COUNCIL

The Atherton City Council cordially invites you to be present for the certification of election results and swearing-in ceremony of newly elected Council Members.

Wednesday December 3, 2014 at **4:00 p.m.**
Council Chambers
94 Ashfield Road
Atherton, CA 94027

Reception to follow. Refreshments will be provided.

Additionally, the City Council invites you to be present for the reorganization and swearing-in ceremony of Mayor and Vice Mayor.

Reorganization
Wednesday, December 17, 2014 at **7:00 p.m.**
Council Chambers
94 Ashfield Rd
Atherton, CA 94027

Theresa DellaSanta,
City Clerk

Dated: November 18, 2014

CITY OF BELMONT COUNCIL REORGANIZATION

**You are Cordially Invited to the
2015 Council Reorganization**



**Selection of
*Mayor and Vice-Mayor***

**December 9, 2014
7 p.m.**

**Council Chambers, Belmont City Hall
Reception Following**

CITY OF BELMONT COUNCIL REORGANIZATION

**You are Cordially Invited to the
2015 Council Reorganization**



**Selection of
*Mayor and Vice-Mayor***

**December 9, 2014
7 p.m.**

**Council Chambers, Belmont City Hall
Reception Following**

Organization Name

Primary Business Address
Your Address Line 2
Your Address Line 3
Your Address Line 4

Phone: 555-555-5555
Mobile: 555-555-5555
Fax: 555-555-5555
Email: someone@example.com

Although this home is no longer available, I can help find your dream home. Or sell your current home.

Please contact me if you or someone you know is interested in buying or selling a home or to get a free evaluation of your home's value.

Place text here that describes any company policies or disclaimers. For example: "Each office independently owned and operated."

Please place stamp here

Mailing Address Line 1

Mailing Address Line 2

Mailing Address Line 3

Mailing Address Line 4

Mailing Address Line 5

Organization Name

Primary Business Address
Your Address Line 2
Your Address Line 3
Your Address Line 4

Phone: 555-555-5555
Mobile: 555-555-5555
Fax: 555-555-5555
Email: someone@example.com

Although this home is no longer available, I can help find your dream home. Or sell your current home.

Please contact me if you or someone you know is interested in buying or selling a home or to get a free evaluation of your home's value.

Place text here that describes any company policies or disclaimers. For example: "Each office independently owned and operated."

Please place stamp here

Mailing Address Line 1

Mailing Address Line 2

Mailing Address Line 3

Mailing Address Line 4

Mailing Address Line 5



You are invited to attend
the Reorganization of the
City Council of the Town of Colma

Tuesday, December 9, 2014
6:30 p.m.

Colma Community Center
1520 Hillside Boulevard
Colma, California

City Council

Helen Fisicaro, Mayor
Raquel "Rae" Gonzalez, Vice Mayor
Joanne F. del Rosario, Council Member
Joseph Silva, Council Member
Diana Colvin, Council Member



Cake and Coffee Reception Immediately Following

Please call 650-997-8300 or email ccorley@colma.ca.gov
to RSVP by December 3, 2014



**We cordially invite you to be present for the installation
of newly-elected City Councilmembers
following the November 4, 2014 General Election
and for the Reorganization of the City Council at the
Special Meeting of the City Council on**

TUESDAY, DECEMBER 2, 2014

7:00 p.m.

City Council Chamber

Daly City Civic Center

333-90th Street

CITY COUNCIL

David J. Canepa, Mayor

Carol L. Klatt, Vice Mayor

Raymond A. Buenaventura, Councilmember

Michael P. Guingona, Councilmember

Sal Torres, Councilmember

Cake and coffee immediately following in the City Hall Rotunda



*Mayor Robert Ross
Deputy Mayor Maureen Freschet
Council Members Joe Goethals, Jack Matthews
and David Lim*

Cordially invite you to

Celebrate

**THE SAN MATEO CITY COUNCIL
REORGANIZATION**

*Election and Installation of the
Mayor and Deputy Mayor*

**Monday, December 1, 2014
7 pm Council Chambers**

Followed by a
Reception in the Atrium

City Hall, 330 w. 20th Avenue
San Mateo



*The City of Millbrae
Cordially Invites You to the
Reorganization of the City Council
and the Administration of Oaths of Office*

Mayor Robert G. Gottschalk

Vice Mayor Anne Oliva

Councilmember Reuben D. Holober

Councilmember Marge Colapietro

Councilmember Wayne J. Lee

Tuesday, December 9, 2014

7:00 p.m.

Millbrae Council Chamber

621 Magnolia Avenue

*Reception Following
Chetcuti Community Room*

450 Poplar Avenue

RSVP to: alouis@ci.millbrae.ca.us

By Friday, December 5, 2014



You are cordially invited to attend the
Reorganization of the Pacifica City Council
and Selection of the Mayor and Mayor Pro Tem
Wednesday, December 10, 2014

7:00 p.m.

Pacific City Council Chambers

2212 Beach Blvd.

Pacific, CA



Refreshments to follow

For more information contact City Clerk Kathy O'Connell

650-738-7307

RSVP not required



The City Council of Daly City

cordially invite you to attend a retirement reception honoring

Carol L. Klatt

*Councilmember
(Retired)*

*Wednesday, December 10, 2014
4:30 p.m. – 7:30 p.m.
Program at 5:30 p.m.
City Hall Rotunda
333-90th Street, Daly City*

Hors d'oeuvres and refreshments will be served.

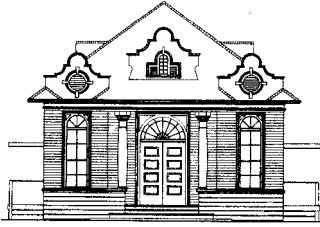
Please RSVP by calling (650) 991-8127 by Wednesday, December 3.

*In lieu of a gift contribution, Carol suggests that a donation be made to the
Daly City Recreation Scholarship Fund.*

(Check made payable to City of Daly City, with "Recreation Scholarship Fund" in the check memo)

You may send your donation to:

*Rosa Padilla
City Manager's Office
333-90th Street
Daly City, CA 94015*



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: November 21, 2014
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended November 21, 2014.

1. **PG&E Tree Removals** – PG&E has advised the Town that tree removals will not begin between until after December 1st. As soon as we learn the exact dates, we will notify town residents and the adjacent property owners.
2. **Comcast Service Issues in Town** – Comcast's Government Affairs Representative has confirmed that the bundled complaint process is an efficient way for Comcast to address community-wide service issues. The form has been reactivated and can be found at: <http://tinyurl.com/pvcomcast1>
3. **Draft Housing Element** - The Planning Commission voted this week to recommend that the Town Council adopt the draft Housing Element. This is scheduled to go to the Town Council on January 14, 2015.
4. **Steering Committee on Multi-agency Cooperation** – Supervisor Dave Pine has asked the San Mateo County City Manager's Association to assist in developing a strategy to address the need for countywide cooperation on stormwater and groundwater management as well as sea level rise; I have volunteered to be on the committee.

TOWN COUNCIL WEEKLY DIGEST

Wednesday – November 26, 2014

1. Agenda (Action) – ASCC – Monday, November 24, 2014
2. Agenda – Ad-Hoc Water Conservation Task Force – Tuesday, December 2, 2014
3. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, December 3, 2014
4. Agenda – Planning Commission – Wednesday, December 3, 2014
5. Announcement from Comcast re: new Comcast Xfinity Store in Palo Alto to open on Monday, December 8, 2014
6. City Selection Committee Information and a Listing of all Seats that will be on the December 19th City Selection Committee agenda
7. Request Support for Appointment to the San Mateo County Transit District (SamTrans) Board from Mary Ann Nihart, Chair to San Mateo County Council of Cities & Mayor of the City of Pacifica
8. Endorsement from Carol Klatt, Vice Mayor for the City of Daly City, for the Appointment of David Canepa, Mayor of the City of Daly City to serve on the Bay Area Air Quality Management District (BAAQMD) Board of Directors as San Mateo County's Representative
9. Invitation to the City of San Bruno Centennial Gala – Saturday, December 6, 2014
10. Invitation from the San Mateo County LGBTQ Commission re: Presentation "Reducing Disparities Project" – Thursday, December 4, 2014
11. Letter from CASA of San Mateo (Court Appointed Special Advocates for Children) re: Request for Support

Attached Separates (Council Only)

1. None



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

ACTION

7:30 PM – REGULAR AGENDA*

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

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

4. Old Business:
 - a. Continued Architectural Review for a New Residence, Detached Garage, Guest House, Pool, and Site Development Permit X9H-681, 40 Antonio Court, Melton Residence, File #: 44-2014 (Staff: D. Pedro) **Project approved (5-0) subject to conditions to be met to the satisfaction of Planning staff and two designated ASCC members.**
 - b. Architectural Review for Modifications to Previously Approved New Residence – Additional Skylight, 287 Westridge Drive, Lovazzano Residence, File #: 08-2004 (Staff: C. Borck) **Modifications approved (4-0 Breen recused) subject to conditions to be met to the satisfaction of Planning staff.**
5. New Business:
 - a. Architectural Review for Carport Enclosure, 14 Franciscan Ridge, Rapp Residence, File #: 47-2014 (Staff: C. Borck) **Project approved (5-0) subject to conditions to be met to the satisfaction of Planning staff prior to building permit issuance.**
6. Commission and Staff Reports:

Pedro – announced that the Planning Commission would hold a public hearing on the Portola Road Corridor plan on 12/17/14

Ross – inquired about the plantings placed along the Hillbrook Trail at 67 Hillbrook. Pedro advised that staff had inspected and issued a code violation letter to the owner. She stated that the owner is in the process of obtaining a survey of the property to determine if the plantings were within the Town’s trail easement.

Ross – inquired about the status of 7 Veronica interior cove lighting mock up. Borck advised that it would be done shortly, and that she was in contact with the contractor to arrange the site inspection.

Breen – inquired about grading at 40 Tagus. Pedro advised that the owner did have a building permit for the solar panels being installed. She stated that the Public Works Director inspected the grading and retaining walls and determined that grading quantities were less than 50 cubic yards. Staff is in the process of contacting the owner to implement erosion control measures for the disturbed soil.

Harrell – thanked Pedro for meeting with Carol Grundfest of Portola Valley Ranch to discuss updating the Ranch Design Guidelines.

Ross – thanked Pedro for her very thorough presentation on the project at 40 Antonio Court

Koch – inquired about the status of the driveway lighting at 250/260 Golden Hills Drive. Pedro advised that staff had inspected the lighting and a code violation letter was sent to the owner.

7. Approval of Minutes: November 10, 2014 **Approved as corrected.**
8. Adjournment: **9:05 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: November 21, 2014

CheyAnne Brown
 Planning Technician



TOWN OF PORTOLA VALLEY
Ad-Hoc Water Conservation Task Force
Tuesday, December 2, 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. Review and Approval of November 18 minutes
4. Round Table – Review of New Information
5. (30 min) Review Presentation to Town Council on December 10th
6. Sub Committee Progress Reports
 - a) Web Site
 - b) SF Grey Water Manual
 - c) Town Regulations
 - d) Education Programs
7. Discussion: Who would like to stay on if committee continues?
Even those who do not wish to continue on committee are encouraged to stay active in studying and recommending on an issue – as consultants to the new committee.
8. Next meeting Date: January 27th 2015
What can we do to make progress between 12/8 meeting and January?
9. Announcements, Communications
10. Adjournment



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, December 3, 2014 – 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

MEETING AGENDA

1. Roll Call
2. Oral Communications
3. Approve Minutes of the November meeting
4. Sheriff's Report – October 2014
 - 1) Accidents and Citations
 - 2) Updated requests for Law enforcement presence, as required
5. Public Works Report:
6. General Items:
 - 1) 2015 Committee Memberships
 - 2) Update on Traffic Calming document
 - 3) Review of BPTS Committee charter
 - 4) Review of BPTS Committee action proposal mechanism
7. Update on Outreach, Events & Teaching Programs
 - 2015 Events
8. Other Business
 - Outreach to prospective new BPTS Membership
9. Time and date for January 2015 meeting
10. Adjournment



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
765 Portola Road, Portola Valley, CA 94028
Special Joint Field Meeting (time and place as listed herein)
Wednesday, December 3, 2014 – 7:30 p.m.
Council Chambers (Historic Schoolhouse)

SPECIAL JOINT ASSC/PLANNING COMMISSION FIELD MEETING

4:00 p.m. 846-850 Portola Road Site meeting to review the preliminary lot line adjustment proposal. (Review to continue at Regular Meeting)

REGULAR AGENDA

Call to Order, Roll Call

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

Oral Communications

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

Regular Agenda

1. Preliminary Review of Plans for Lot Line Adjustments, 846-850 Portola Road, Sausal Creek Associates LLC (Staff: K. Kristiansson)

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: November 19, 2014

Adjournment:

ASSISTANCE FOR PERSONS WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

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

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: November 26, 2014

CheyAnne Brown
Planning Technician



California Region
3055 Comcast Place
Livermore, CA 94551-9559

November 24, 2014

Ms. Angela Howard
City Manager, City of Portola Valley
765 Portola Road
Portola Valley, CA. 94028

Dear Ms. Angela Howard:

We are proud at Comcast to provide service to your constituent markets and work hard to keep you informed of the exciting changes that allow us to better service our customers. We realize the importance of providing our customers choices and want to announce both the opening of our new Comcast Store in Palo Alto and the re-launch of our convenient options for customers to initiate and modify their services with us.

The new Comcast Xfinity® Store will open on December 8, 2014 with a Grand Opening celebration. The new store will be located in Palo Alto at **2825 El Camino Real, Suite #100, Palo Alto, CA. 94306** (at the corner of Page Mill Road and El Camino Real). The Palo Alto store location will allow customers to interact and experience for themselves, the wide array of Comcast services including:

- XFINITY® services (video, High Speed Data and Comcast Digital Voice)
- Home Theatre Setting
- Ultra High-Speed Data Service
- Home Point Security and 3D Television Programming

This full service store will also offer our customers a convenient location to make payments, pick up and return equipment and submit any concerns or inquiries.

In addition to our new store opening, we are re-launching our self-service options. Customers can pay their bill online, order additional equipment by phone or online, have equipment conveniently delivered to their home and return any excess equipment by calling and requesting an Equipment Return Kit.

Here is how it works:

- Self-Install Kit - The most convenient and cost effective installation for customers adding or upgrading services. This option eliminates the need to wait for a technician. The kit is available for all three products (video, HighSpeed Data, Voice) and is mailed to the customer with the necessary equipment and direction for self-installation. The kits are delivered via UPS deliver and arrive in 3-5 business days. Using this option no longer requires the customer to be home for the 2-4 hour appointment window
- Equipment Return Kit - Available to customers who are disconnecting or downgrading a product where equipment is no longer being used. Kits are forwarded to the customer and each kit is designed to house the equipment to ensure secured delivery back to Comcast. Additionally, kits contain a Customer Instruction Letter with directions, bubble wrap, two strips of shipping tape, and a pre-paid UPS Return Label

- 24 hour online payment options at (www.comcast.com)
- Access to a Live Customer Account Executive 24-hours a day via our 800 number (1-800-COMCAST)

Comcast has used the following notification methods to inform our customers of the new store:

- Flyers and Posters
- Bill Message
- Direct Mail/Postcard (attached)
- Digital Control Terminal Message
- Billing System Updates

As always, if you should have any questions or concerns regarding the matter, please feel free to contact Lee-Ann Peling at (925) 424-0168 (LeeAnn.Peling@cable.comcast.com) or me at (925) 424-0207 (Mitzi.Givens-Russell@cable.comcast.com).

Sincerely,



Mitzi Givens-Russell
Franchise Operations Manager
Comcast California

Sharon Hanlon

Attachments: Proxy Designee Form_updated 2014.pdf

From: Mina Lim [<mailto:mim@smcgov.org>]

Sent: Monday, November 24, 2014 4:28 PM

Honorable Mayors & Council Members

This is a reminder that ALL Letters of Interest must be either faxed **to my attention** (650-363-1916), email (mim@smcgov.org) or sent by US mail to be received no later than **Thursday, December 4th by 3:00 pm.**

Also, if your Mayor is unable to attend the December 19th City Selection meeting, you MUST fill out the attached proxy form and return it to my attention no later than **Thursday, December 4th by 3:00 p.m.**

Please note the following instructions in submitting your Letter of Interest:

1. Your letter must be on your **city's letterhead** (an email will not be accepted)
2. Your original signature **must be on the letter**
- *3. If you are interested in serving on the Peninsula Corridor Joint Powers Board (CalTrain), you must also be serving on the SAMTRANS Board representing either the Northern, Central, or Southern Cities; therefore, your Letter of Interest must include both the SAMTRANS seat (representing either Northern or Central Cities-see items 2 and 3 on the list of seats below) as well as the Peninsula Corridor Joint Powers Board (CalTrain) seat; however, you will only be considered for the Peninsula Corridor Joint Powers Board (CalTrain) seat only AFTER you have secured the SAMTRANS seat at the December meeting.

List of seats:

- 1) Selection of one (1) Council Member to serve on the Bay Area Air Quality Management District (BAAQMD) representing **Cities** fulfilling Daly City Council Member Carol Klatt's term through December 31, 2015
Currently held by: Council Member Carol Klatt, Daly City
- 2) Selection of one (1) Council Member to serve on the San Mateo County Transit District (SamTrans) representing **Central Cities (Eligible cities: Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, Millbrae and San Mateo)** for a term of four (4) years beginning January 1, 2015 through December 31, 2018
Seat was held by: Council Member Jerry Deal, Burlingame
- 3) Selection of one (1) Council Member to serve on the San Mateo County Transit District (SamTrans) representing **Northern Cities (Eligible cities: Brisbane, Colma, Daly City, Pacifica, San Bruno and South San Francisco)** for a term of four (4) years beginning January 1, 2015 through December 31, 2018
Currently held by: Council Member Karyl Matsumoto, South San Francisco
- 4) Selection of one (1) Council Member to serve on the Peninsula Corridor Joint Powers Board (CalTrain) representing **Cities (All cities are eligible)** from among the three Council Members on the San Mateo County Transit District (SamTrans) Board - there is no term length
Seat was held by: Council Member Jerry Deal, Burlingame
- 5) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing **Central Cities (Eligible cities: Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, Millbrae and San Mateo)** for a term of two (2) years beginning January 1, 2015 through December 31, 2016
Currently held by: Vice-Mayor Terry Nagel, Burlingame
- 6) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing **Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside)** for a term of two (2) years beginning January 1, 2015 through December 31, 2016
Currently held by: Council Member Rosanne Foust, Redwood City

- 7) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing **Cities-At-Large (All cities are eligible)** fulfilling Half Moon Bay Council Member Naomi Patridge's term through December 31, 2015.
Currently held by: Council Member Naomi Patridge, Half Moon Bay
- 8) Election of a Chairperson to the City Selection Committee for 2015.
Currently held by: Council Member Mayor Mary Ann Nihart, Pacifica
- 9) Election of a Vice Chairperson to the City Selection Committee for 2015.
Currently held by: Council Member Elizabeth Lewis, Atherton
If you have any questions, please do not hesitate to contact me.
Thank you and have a Happy Thanksgiving!

Mina Lim
County Manager's Office/Board of Supervisors
650.363.4124



City of Belmont

One Twin Pines Lane, Suite 340, Belmont, CA 94002
(650) 595-7408 • Fax (650) 637-2982
www.belmont.gov

October 31, 2014

Mary Ann Nihart, Chair
San Mateo County Council of Cities
C/O Mina Lim
County Manager's Office/Board of Supervisors
400 County Center
Redwood City, CA. 94063

RE: SamTrans Appointment

Honorable Mayors and Council Members:

I am writing to indicate my strong interest in the Central Cities opening on the San Mateo County Transit District (SamTrans) board.

As many of you know, I was born and raised in San Mateo County. I have spent substantial portions of my life living in Daly City, San Bruno, San Mateo, and Belmont. As a boy, growing up in San Bruno, I used SamTrans busses to get from my home on the hill to Tanforan Mall and San Bruno Park. Later, as a teen in San Mateo, I used SamTrans busses to get to and from middle and high school. It would be an honor to serve the community and the system that has given me so much.

After graduating from Hillsdale High School, I spent four years studying Political Science, Psychology, and Law & Society at UC San Diego (where I was awarded Provost's Honors). I immediately entered the workforce after receiving my B.A. degree and spent two years working in the commercial equipment leasing industry. Later, I entered Santa Clara Law School from which I graduated with a law degree. During law school, I served as a law clerk for the San Mateo County District Attorney's Office. After passing the California State Bar Exam, I worked as a litigation attorney at the Redwood City firm Roger, Scott, & Helmer. I remained with the firm until it closed in 2011. Soon thereafter, I opened my own small private practice which I continue to operate today.

Though I was only recently elected to the Belmont City Council, I am proud to be part of a council that has already achieved many meaningful accomplishments. In our first year, we have made substantial progress on updating our General Plan (which was last updated in 1982), turning the vision of a true Belmont downtown into a reality, updating restrictive zoning ordinances which discourage residential additions and remodels, improving our relationship with both public and private schools, finalizing a corridor study for our Ralston Avenue Corridor, obtaining police officer worn cameras, increasing transparency and engagement, and many, many other issues. Perhaps one of the things I am most proud of is our council's decision to adopt a code of ethics and conduct which has helped bring a culture of civility and respect to our council and boards.

As a Council member, I serve on the 2+2+2 BRSSD/Belmont/Redwood City ad hoc committee, ReThink Waste (SBWMA) Board, San Mateo County Library JPA, CMEQ (Congestion Management and Environmental Quality) CCAG subcommittee, CCAG (alternate,) Belmont-San Carlos Fire Dept JPA alternate, Caltrain Modernization Local Policy Maker Group, Four Corners ad hoc Committee, San Mateo County Emergency Service Council (alternate) and HEART (alternate.) I also serve as one of two liaisons with the Belmont Chamber of Commerce. In the recent past, Belmont has not had the best reputation for engaging and working well with the larger county community and with other cities. I am extremely proud to be part of a change in that culture.

It is in that spirit that I submit my name for consideration for the SamTrans Board. Substantial time has passed since Belmont has had a position on a county-wide transportation-related board. As part of a council that has made working well with each other and with other communities a priority, I feel the timing is perfect.

This is an exciting time for SamTrans; one filled with challenges and opportunities. Increasing ridership and decreasing annual debt service are important goals. Finding solutions for communities that need different types of bus service will be a key factor in reaching these goals. I want to work with my fellow board members, staff and other cities to revolutionize the way east-west service is handled on the mid-Peninsula while ensuring that core rider communities like Daly City and East Palo Alto continue to get the service they need. I want to make sure SamTrans adapts to meet the needs of our growing senior population and provides our aging population with smart transit solutions to and from our burgeoning downtown areas.

Much like the overall population, SamTrans employees are also "graying." The average age of a SamTrans employee is 50.7 and 31% of the workforce will be eligible for retirement in five years. Attracting new employees will be crucial to SamTrans' success. I want to work with other board members and staff to create and implement innovative strategies to recruit and retain dynamic new employees as older employees retire.

Perhaps most importantly, SamTrans is poised to hire a new General Manager to help guide the agency through this important time. The hiring of a dynamic, creative, and competent GM will set the stage for success.

Thank you for taking the time to read this letter. I respectfully request your support.

Best,



Charles Stone
Councilmember City of Belmont

C: Belmont City Council

RAYMOND A. BUENAVENTURA
DAVID J. CANEPA
MICHAEL P. GUINGONA
CAROL L. KLATT
SAL TORRES



OFFICE OF THE CITY COUNCIL
CITY OF DALY CITY
333 - 90TH STREET
DALY CITY, CA 94015-1895

PATRICIA E. MARTEL
CITY MANAGER

K. ANNETTE HIPONA
CITY CLERK

DANCA M. HALVORSON
CITY TREASURER

PHONE (650) 991-8008

November 24, 2014

Re: City Selection Committee Appointment: Bay Area Air Quality Management District (BAAQMD) City Representative for San Mateo County

Honorable Mayor and City Council Members:

I am writing this letter to strongly recommend Daly City Mayor David J. Canepa for appointment to the Bay Area Air Quality Management District Board of Directors as San Mateo County's Representative. For the last six years, I have worked closely with David Canepa on the City Council and I can unequivocally endorse his commitment to serve the residents of Daly City and San Mateo County.

Representing the largest city in the County, David Canepa is well qualified to represent the variety of perspectives throughout San Mateo County. He currently serves as the Vice Chair of the San Mateo County Transportation Authority and as Daly City's representative on the City/County Association of Governments.

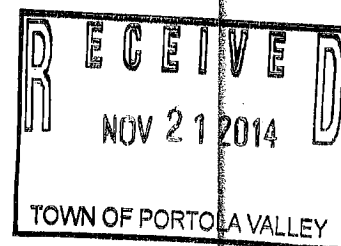
Mayor Canepa has a can-do attitude and a strong desire to make a meaningful impact, particularly with respect to environmental concerns. His positive energy and ability to collaborate effectively with other elected officials on behalf of his constituents would be an asset to the Board.

Thank you for your thoughtful consideration. If you should need additional information, please do not hesitate to contact me at (650) 991-8008.

Sincerely,

Carol L. Klatt
Vice Mayor

cc: Ms. Mina Lim, Secretary, City Selection Committee



The City of San Bruno

presents the

Centennial Gala

Saturday, December 6, 2014

6:00 p.m. to 11:00 p.m.

Skyline College

3300 College Drive, San Bruno

Tickets \$100 per person

Tickets available at the San Bruno Recreation Center

251 City Park Way or 650-616-7187

Tickets may be purchased through November 26, 2014.

No tickets will be available at the event.

Semi formal attire . 21 and over.

Sharon Hanlon

From: Honora Miller [<mailto:hmill@smcgov.org>]
Sent: Tuesday, November 25, 2014 9:38 AM
To: Miller, Honora
Subject: LGBTQ Disparities Project Presentation - Dec 4, 6 - 9 PM

Greetings,

I'm forwarding this along to you because you may find the information shared about gaps in service for the LGBTQ communities of use in your city planning. Please consider sending a member of your staff to the upcoming LGBTQ Disparities Project Community Forum on Thursday, December 4th, 6- 9 PM. Feel free to contact me with any questions and please forward this along to others who may be interested.

Regards,

Honora

FOR IMMEDIATE RELEASE

November 24, 2014

CONTACT: Honora R. Miller, Director, San Mateo County LGBTQ Commission

PHONE: 650-363-4872

EMAIL: hmill@smcgov.org

San Mateo County LGBTQ Commission to host the California LGBTQ Reducing Disparities Project Presentation of Findings From "First Do No Harm: Reducing Disparities for Lesbian, Gay, Bisexual, Transgender, Queer and Questioning Populations in California"

On December 4, 2014, the San Mateo County LGBTQ Commission will host a presentation of the California LGBTQ Reducing Disparities Project. The event will be held from 6-9pm at the San Mateo County Office Building in Room 101 located at 455 County Center, Redwood City, 94063.

The California LGBTQ Reducing Disparities Project is a program of Mental Health America of Northern California (MHANCA), in collaboration with Equality California Institute, and funded by the California Department of Public Health using Mental Health Service Act funding. The LGBTQ Reducing Disparities Project has been bringing LGBTQ communities together for the past four years to work toward reducing the disparities faced by LGBTQ people in California. MHANCA Project Staff will present findings from the Project report, "First, Do No Harm," will explore additional gaps within the local community, and share information about Phase II funding for LGBTQ promising practices.

"The San Mateo County LGBTQ Commission is delighted to support the local sharing of this statewide information highlighting needs within the LGBTQ communities," said Dr. Jei Africa, who is a Commissioner and also the Director of Diversity and Equity at the Health Department's Behavioral Health and Recovery Services Division.

The Board of Supervisors created the LGBTQ Commission this past June to further the cause of inclusiveness and advocate for policies affecting the local LGBTQ communities.

The night will feature a light supper served at 6pm and the presentation beginning at 6:30pm with opening remarks from Supervisor Dave Pine, President of the San Mateo County Board of Supervisors and Dr. Jei Africa.

Parking is free.

COMMUNITY FORUM

How can we improve the lives of LGBTQ communities in San Mateo County?

HOSTED BY:



COUNTY OF SAN MATEO
LGBTQ COMMISSION

Thursday, December 4th

6:00pm

Light dinner & networking

6:30pm

Presentation & discussion

Plus special guests,

Supervisor Dave Pine

Dr. Jei Africa, Director, Office of Diversity and

Equity—Behavioral Health & Recovery Services.

San Mateo Co. Office Building,
Rm. 101

455 County Center
Redwood City, 94063



- Learn about the findings from the LGBTQ Reducing Disparities Project!
- Discover how Phase 2 funding for LGBTQ providers will affect the community!
- Tell us what you think. What is working and what are the needs?



For more information, please contact Nicole Scanlan, LGBTQmentalhealth@att.net or call 916.538.7714





November 19, 2014

Dear Mayor Wengert,

Board of Directors

Gayle Almeida-Hage
Barbara Bonilla
J. Craig Crawford
Martin Harband
Kathleen Kane
Harvey Kaplan, MD
Nkia Richardson
Anne Steiner
Patricia Miljanich

**Honorary Civic
Leadership Committee**

Patricia Bresee
Congresswoman Anna Eshoo
Judge Leonard Edwards (Ret)
Chancellor Ron Galatolo
Supervisor Don Horsley
Dave Pelzer, *Author*
Congresswoman Jackie Speier
Steve Westly
State Controller (Former)

I am writing to offer you an opportunity to change a child's life for the better this holiday season. Many people step up to provide toys and other presents at the holidays to less fortunate children through charitable organizations. But some children want for love and affection, gifts most of us take for granted. Sadly, there are children whose families are unwilling or unable to meet their most basic needs for safety and emotional security.

Henry is only seven but has spent most of his life living in homeless shelters. He and his two younger sisters were removed from their mother's care when shelter staff and residents reported serious abuse. Witnesses described the children crying because their mother refused to feed them. They watched her frequently beating them with a belt and swearing at them until they were quiet. Henry was seen eating from other residents' plates. When a social worker asked Henry if he was afraid of anyone, he replied, "My mother, my grandparents, my father, my stepfather and my uncle." His despair was palpable. Henry should have been getting hugs, but it seemed every member of his family thought regular beatings would not only keep him in line but toughen him up. Henry has had little experience with family members who demonstrate patience, warmth, or kindness.

Fortunately, Henry and his little sisters were placed together in a foster home. The foster parents are struggling with the challenging behaviors of all three children. Henry is listless and has trouble following directions at home and in school. Alexia hoards food and is aggressive. And Abby, a toddler, cries every time someone leaves the room.

Henry and his sisters face a long and difficult road ahead. Children with traumatic pasts need trusting relationships with grown-ups who will keep them safe and emotionally secure. They need patient, caring adults to model how to deal appropriately with sadness and anger. They need someone who will fight for what is best for them. These children need a friend, a mentor, and an advocate. They need a CASA Volunteer.

Last year, CASA Volunteers offered comfort and hope to 270 children but another 250 children, including Henry and his sisters, are on our growing waitlist. During this season of giving, will you help us provide Henry and other children like him with the life-changing gift of a CASA Volunteer? Your generous, tax-deductible donation will help us recruit, train and support more CASA Volunteers to help these children heal and thrive. On behalf of our county's most vulnerable children, thank you for your consideration.

Sincerely,

Patricia Miljanich, Executive Director

Anne Steiner, Board President

PS: \$2,500 provides a foster child with a gift of a CASA Volunteer for one year.

TOWN COUNCIL WEEKLY DIGEST

Wednesday – December 5, 2014

1. Agenda (Cancellation) – ASCC – Monday, December 8, 2014
2. Agenda – Parks & Recreation Committee – Monday, December 8, 2014
3. Agenda (Cancellation) – Trails & Paths Committee – Tuesday, December 9, 2014
4. Agenda – Emergency Preparedness Committee – Thursday, December 11, 2014
5. Agenda – Cultural Arts Committee – Thursday, December 11, 2014
6. Agenda – Nature & Science Committee – Thursday, December 11, 2014
7. Monthly Meeting Schedule – December 2014
8. Report from San Mateo County Sheriff's Office – Incident Log for 11/17/14 – 12/30/14
9. Notice from Woodside Fire Protection District re: Holiday Trees
10. Invitation - Council of Cities December dinner meeting & City Selection Committee Proxy Designee Form– Friday, December 19, 2014
11. Notice of City Council Reorganization for the Cities of – Foster City and San Mateo
12. City of San Mateo Councilmember David Lim re: Request for Support of Appointment to the San Mateo County Transit Authority (TA)
13. City of Daly City Mayor David Canepa re: Request for Support of Appointment to the Bay Area Air Quality Management District Board of Directors (BAAQMD)
14. Memo from Town Manager, Nick Pegueros re: Weekly Update – Friday, December 5, 2014

Attached Separates (Council Only)

1. None



TOWN OF PORTOLA VALLEY

ASCC

Monday, December 8 & 22, 2014 – 7:30 PM

Historic Schoolhouse

765 Portola Road, Portola Valley, CA

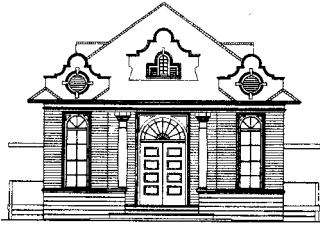
ARCHITECTURAL SITE AND CONTROL COMMISSION

NOTICE OF MEETING CANCELLATION

Monday, December 8, 2014

Monday, December 22, 2014

The ASCC regularly scheduled meetings of Monday, December 8 and December 22, 2014 have been cancelled. The next regular meeting of the ASCC is scheduled for Monday, January 12, 2015.



Town of Portola Valley
Special Parks & Recreation Committee Meeting
Monday, December 8, 2014 – 7:30 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications (*5 minutes*)
Persons wishing to address the Committee on any subject, not on the agenda, may do so now. Please note however, the Committee is not able to undertake extended discussion or action tonight on items not on the agenda. *Two minutes per person.*
3. Approval of Minutes: November 3rd, 2014
4. Skate Ramp – Phase 2 – Update
5. Ford Field Update
6. AED Update
7. Pump Track Presentation
8. Adjournment

Next meeting: January 5th, 2015



Town of Portola Valley
Trails and Paths Committee Meeting
Notice of Cancellation
Tuesday, December 9, 2014

TRAILS & PATHS COMMITTEE
MEETING CANCELLATION
NOTICE

The regularly meeting of the
Trails and Paths Committee, scheduled for
Tuesday, December 9, 2014 at 8:15 a.m.
has been cancelled



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, December 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, Tamara Turner, 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 Oral Communications
3. 8:08 2015 Roster & Leadership approved by Town Council
 Pfau – Chair; Kopf-Sill, Vice Chair; Rothrock – Secretary.
 All members reappointed
4. 8:10 Review and approval of minutes
 - Motion: Accept the minutes of November 2014
5. 8:12 CERPP/WFPD Report (Brown/Ghiorso)
6. 8:20 Town Report (Nick/Marsha)
 - Debrief the Big Shakeout
 - Debrief of tabletop drill on Nov. 5, 2014
 - Action Items
7. 8:50 Medical Plan Update (Med subcommittee)
 - Storage Facility Report (Young)
 - MOU status with Stanford (?)
 - Defibrillator – (Lorrie Duval)
8. 8:55 Communications Sub Committee Report (Comm subcommittee)
9. 8:59 Other Business
10. 9:00 Adjourn. Next meeting is January 8, 2014, under the superior and improved leadership of Mr. Pfau.



TOWN OF PORTOLA VALLEY
Cultural Arts Committee
Thursday, December 11, 2014 - 1:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of November 13 minutes
4. Old Business:
 - Review / Discuss CAC survey
 - Plaque status
 - New day/time for CAC meetings
 - Environmental film series
 - CAC Open House feedback
 - Holiday Fair feedback
5. New Business:
 - None
6. Adjournment



Town of Portola Valley
Special Nature and Science Committee Meeting
Thursday, December 11, 2014 – 5:00 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

MEETING AGENDA

1. Call to Order
2. Oral Communications (Anyone wanting to address the Committee OR anyone wanting to speak on something that is not on the agenda)
Introduction of visitors
3. Approve minutes of October 9, 2014 regular meeting and notes from August 14, 2014
4. Reports on Events:
 - Seasonal Hike – August 24
 - Star Party – August 29
 - Earthquake talk by Sheldon Breiner – September 9
 - Drought Day (Ecology Day) – October 18
5. Nature Center:
 - Summary notes
 - Report on meeting of MROSD Board
 - Submission of requested information to MROSD
 - Report on latest meeting with MROSD
 - Plans for re-establishing the “Friends of Hawthorn...”
6. Other Reports:
 - Committee chair’ meeting with Town Staff
7. Budget:
 - Status of 2014-15 budget
8. Action Items:
 - Purchases
 - Set meeting time for 2015
 - Membership for 2015
 - Set dates for major events in 2015
 - Indication of support for Nature Center
9. Other reports including Sub-Committee/Liaison Reports:
10. Adjournment:
 - Next meeting, February 12, 2015 at determined time

Town of Portola Valley

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

DECEMBER 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, December 10, 2014

Wednesday, December 24, 2014 - CANCELLED

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

Council Liaison – Maryann (for months October, November, December)

Wednesday, December 3, 2014

Wednesday, December 17, 2014

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

Council Liaison – John Richards (for months October, November, December)

Monday, December 8, 2014 - CANCELLED

Monday, December 22, 2014 - CANCELLED

AD-HOC WATER CONSERVATION TASK FORCE

Tuesday, December 2, 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, December 3, 2014

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

Council Liaison – Craig Hughes

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

Council Liaison – John Richards

Tuesday, December 23, 2014

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

Council Liaison – John Richards

Thursday, December 11, 2014

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

Conference Room at Town Hall

Council Liaison – John Richards

Thursday, December 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

Thursday, December 11, 2014

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Craig Hughes

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

Council Liaison – Ann Wengert

Monday, December 1, 2014 - CANCELLED

PUBLIC WORKS COMMITTEE

Council Liaison – Jeff Aalfs

As announced

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

Council Liaison – Maryann Derwin

As announced

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, December 9, 2014 – 8:15 AM - CANCELLED



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.

Monday 11/17/14 to Sunday 12/30/14

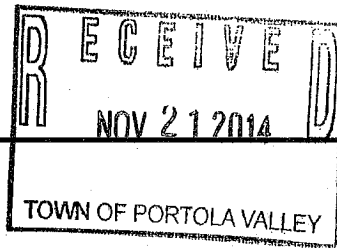
Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
14-9930	11/16/14 11:17PM	Sand Hill Rd. / Lawler Ranch Rd. Ladera	Driver w/o License	The suspect was stopped while driving, for Vehicle Code violations. Upon contacting the suspect he admitted that he had no license. While conducting a records check of the suspect, the deputy was advised that the suspect had 5 prior citations for violation of driving without a license and a prior violation for driving on a suspended license, all within the last two years. The suspect was cited and his vehicle was released to a licensed driver that responded to the scene.
14-9972	11/18/14	Hobart Heights Rd. / Woodside Rd. Woodside	Petty Theft	The reporting party stated that sometime between 11/17/14 and 11/18/14 an unknown suspect(s) pried open several mailboxes, located at the corner of Woodside Road (SR-84) and Hobart Heights. Once the R/P's mailbox was pried open, the suspect(s) stole the contents (unknown), which was possibly two days' worth of delivered mail. The suspect(s) then left the area with the contents of the compromised mailboxes. The victim advised other "Hobart Heights" homeowner's of the damaged mail

				boxes.
14-9974	11/18/14	Woodside	General Information Case	The reporting party stated that sometime between 11/17/14 and 11/18/14 unknown suspect(s) pried open several mailboxes, located on Lindenbrook Road. Once the R/P's mailbox was pried open, the suspect(s) stole the contents (unknown). The suspect(s) then left the area with the contents of the R/P mailbox and the other compromised mailboxes.
14-10061	11/18/14 4:30PM	2000 Blk. Ward Way Woodside	Obtain/Use Personal ID w/o Authorization	The victim was contacted by an unknown suspect claiming to be her grandson. The subject told the victim he was in a car accident in Mexico, and needed \$3000.00 to pay for the damages. Believing her grandson needed help, the victim sent \$3,000.00 to the unknown suspect. Later, the victim became suspicious and contacted her actual grandson who said he was not in Mexico.
14-10100	11/21/14 7:25PM	Runnymede Rd. / Canada Rd. Woodside	Warrant Arrest	David Killilea from Woodside was arrested for having an outstanding no bail bench warrant out of Humboldt County. Killilea was transported to the San Mateo County Jail.
14-10154	11/23/14 6:51AM	800 Canada Rd. Woodside	Under the Influence of Alcohol / Drugs in Public Place	Erika Stone from San Francisco was arrested for public intoxication and was transported to the San Mateo County Jail.
14-10171	11/23/14 9:43PM	Churchill Ave. / Woodside Rd. Ladera	Driver w/ Suspended License	A deputy effected a traffic stop at the intersection of Woodside Road and Churchill Avenue. The deputy contacted the driver of the vehicle. The driver verbally identified and stated that he could not find his California Driver's License, but later the driver stated that he didn't have his License with him because his driving privileges were suspended by DMV. San Mateo County Communications conducted a records check which confirmed that the driver's license was suspended. The deputy issued the driver a citation. The vehicle was

				released to the passenger.
14-10173	11/23/14 11:55PM	Bonsen Court / Woodside Rd. Woodside	Driver w/ Suspended License	A deputy effected a traffic stop at the intersection of Woodside Road and Bonsen Court. Upon contact the driver identified himself via his valid California Identification Card. The driver stated his Driver's License was suspended. San Mateo County Communications conduct a records check and confirmed that the driver's license was suspended. The deputy issued the driver a citation Rivas signed the citation in my presence. The vehicle was released to the registered owner
14-10232	11/25/14 5:59PM	4000 Blk. Woodside Rd. Woodside	Petty Theft	The victim stated that she had parked her vehicle in the public parking area of Wunderlich Park at approximately 4:15pm. She stated that she did not lock her vehicle prior to walking away from the vehicle. She returned to her vehicle at approximately 5:00pm and noticed that her wallet was missing from her purse. She stated her purse had been sitting on the front passenger seat, in plain sight. She stated that nothing else had been taken from her vehicle and that her laptop had been in the backseat of her vehicle and was untouched. The estimated loss is \$225.00.
14-10303	11/29/14 12:27PM	3500 Blk .Alameda De Las Pulgas West Menlo Park	Under the Influence of Alcohol / Drugs in Public Place	Stephanie Seril from Menlo Park was arrested for public intoxication. Seril was transported to the San Mateo County Jail and booked

WOODSIDE
FIRE
PROTECTION
DISTRICT



PREVENTION DIVISION
FIRE MARSHAL • DENISE ENEA
WWW.WOODSIDEFIRE.ORG

November 14, 2014

To: All Assembly, Educational and Lodging/Dining Facilities
From: Denise Enea, Fire Marshal
Subject: Fire Retardant Holiday Trees

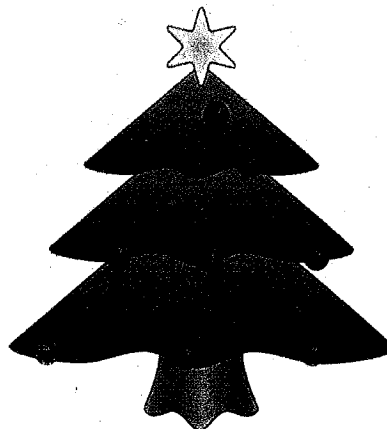
Our holiday season has almost arrived and the Woodside Fire Protection District would like to remind you that Holiday Trees are required to be treated in a flame retardant condition approved by the California State Fire Marshal (Title 19 Public Safety, Sec.308 CA Code of Regulations.)

All trees displayed inside public assembly, educational, lodging and dining facilities must be treated with flame retardant approved by the State Fire Marshal. Trees must have the certification tag attached for verification that the tree has been treated.

Enclosed is a list of locations where you can purchase treated trees or have your tree treated.

Have a Safe and Happy Holiday Season !

If you would like more information about fire safety in the work place, fire extinguisher classes or CPR and First Aid classes, please contact our Public Education Officer Selena Brown at 650 423-1406 or sbrown@woodsidefire.org.



LOCAL HOLIDAY TREE FARMS

Honey Bear Trees
955 Woodside Rd
Redwood City

Honey Bear Trees
1579 El Camino Real
San Carlos

Wegmans Nursery
492 Woodside Rd.
Redwood City, CA 94061

St. Pius School Men's Club
1100 Woodside Road.
Redwood City

Webb Ranch
Hwy 280 @ Alpine Rd.
Portola Valley

TREES SPRAYED WITH FIRE RETARDANT ARE BY SPECIAL REQUEST AT TREE FARMS



Meeting Announcement & Agenda For Friday, December 19, 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.

<p>Location Colma Fire House 50 Reiner Street Colma, CA 94014</p> <p>650-755-5681 (in case you get lost) Directions enclosed</p>

<p>Schedule</p> <table style="width: 100%;"> <tr> <td style="width: 30%;">6:00 pm</td> <td>Social Time</td> </tr> <tr> <td>6:15 pm</td> <td>City Selection Committee</td> </tr> <tr> <td>6:45 pm</td> <td>Business Meeting</td> </tr> <tr> <td>7:00 pm</td> <td>Dinner</td> </tr> <tr> <td>8:00pm</td> <td>Program</td> </tr> <tr> <td>9:00 pm</td> <td>Adjourn</td> </tr> </table>	6:00 pm	Social Time	6:15 pm	City Selection Committee	6:45 pm	Business Meeting	7:00 pm	Dinner	8:00pm	Program	9:00 pm	Adjourn
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8:00pm	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) 738-7301 or email: nihartm@ci.pacifica.us

Family Style Dinner
\$ 40.00 per person
 RSVP by 12:00p.m. on Monday, December 15, 2014
 Caitlin Corley at (650) 997-8311 or ccorley@colma.ca.gov

**PLEASE NOTE: CHECKS MUST BE MADE PAYABLE TO:
 COLMA FIREMEN'S SOCIAL CLUB**

MAIL CHECK TO:
 Caitlin Corley, Town of Colma
 1198 El Camino Real
 Colma, CA 94014

Thank you for your prompt processing of payment for this event.
 All payments for dinner expected on or before event date, unless other arrangements have been made.

Questions or need more information? Please call 650-997-8311

Happy Holidays!

Once again, the Town of Colma is pleased to host the San Mateo Council of Cities December Meeting. As in previous years, the Colma Fire Protection District firefighters will prepare and serve a delicious family style meal!

During the Holiday Season, and especially this year, food pantries are seeing an increased demand from families in need.

Please help San Mateo County families by bringing a nonperishable food item or two with you to the December 19th Council of Cities dinner meeting.

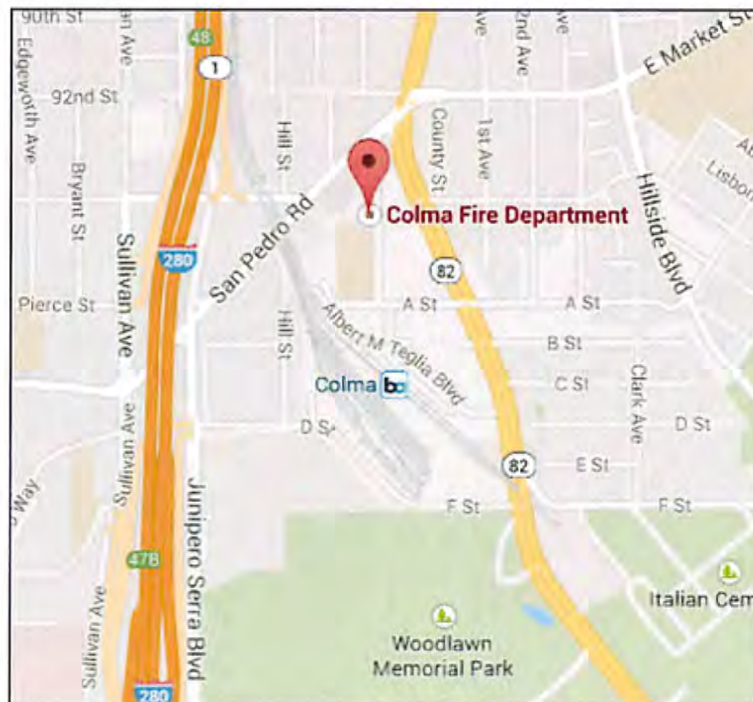
For your convenience a list of most needed items has been provided by the North Peninsula Food Pantry and Dining Center of Daly City:

- **Gift Cards** from Lucky, Safeway or Trader Joe's allow families to purchase fresh fruits, vegetables, milk, etc.
- **Meals:** ready-to-eat (13-15 oz cans) includes chili, pasta entrees, soups, etc.
- **Protein:** peanut butter, canned meat, tuna, etc.
- **Beverages:** plastic containers only, 100% fruit juice is preferred

Thank you, and remember, whatever you can do to help will be deeply appreciated.

Directions

Please **CARPOOL** if possible and please leave yourself enough time to find parking. From I 280 heading North: Take Exit 47 toward Eastmoore Ave. Turn left onto Junipero Serra Blvd. Make a slight right onto San Pedro Road. Take the second right onto Reiner Street. Colma Fire Station will be on your right.





NOTICE OF CITY COUNCIL REORGANIZATION

On December 1, 2014, the City Council of the City of Foster City, California reorganized as follows:

Mayor Art Kiesel

Council term expires December 2015; akiesel@fostercity.org

Vice Mayor Gary Pollard

Council term expires December 2017; gpollard@fostercity.org

Councilmember Charlie Bronitsky

Council term expires December 2017; cbronitsky@fostercity.org

Councilmember Steve Okamoto

Council term expires December 2015; sokamoto@fostercity.org

Councilmember Herb Perez

Council term expires December 2015; hperez@fostercity.org

Doris L. Palmer, CMC
City Clerk

Distribution:

- San Mateo County Cities
- Board of Supervisors
- Local Legislators
- Regional Agencies
- Homeowners Associations
- School District
- League of California Cities
- Newspapers
- Foster City Chamber of Commerce



Notice of San Mateo City Council Reorganization

December 1, 2014

Mayor Maureen Freschet

Mayoral Term ends December 7, 2015
Council first term expires December 7, 2015

Deputy Mayor Jack Matthews

Deputy Mayor Terms ends December 7, 2015
Council third term expires December 7, 2015

Council Member Joe Goethals

Council first term expires December 4, 2017

Council Member David Lim

Council second term expires December 4, 2017

Council Member Robert Ross

Council second term expires December 4, 2017

*/s/ Patrice M. Olds, MMC
City Clerk*

Distribution: San Mateo Cities and County; Media; Legislators



OFFICE OF THE CITY COUNCIL

330 West 20th Avenue
San Mateo, CA 94403-1388
Telephone (650) 522-7048
FAX: (650) 522-7041
www.cityofsanmateo.org

December 1, 2014

Dear Colleagues,

I am writing to ask for your support for selection as the Central County Cities representative to the San Mateo County Transportation Authority (TA) for 2015-2017.

As you all know, the Transportation Authority is responsible for funding *Measure A* funds countywide. With a budget of \$68.2 million for FY2015, these funds help secure safe and reliable transportation in our communities. I am committed to helping make sure these funds are allocated equitably and fairly throughout all our communities to address the continuing need for infrastructure improvements, grade separations, access to rural and coastal areas, and better bicycle and pedestrian access.

In my five years on the San Mateo City Council, I have stood for open and transparent communication, working collaboratively, and preaching fiscal prudence. I do all my own homework, and am accessible 24/7 on my cell phone to anyone who needs to talk to me. I will bring these same skill sets to my work on the Transportation Authority.

As the Transportation Authority seeks a new Executive Director and works on finalizing a new five year strategic plan, it is crucial to have dynamic leadership to manage transportation issues in our community. I pledge to bring the same energy and enthusiasm to my role as a Board Member of the Transportation Authority as I have to my role as a City Councilmember.

I can be reached on my cell phone at (415) 290-4044 if you would like to meet to discuss any issues or ask me any questions.

I humbly ask for your support.

Sincerely,

David Lim
San Mateo City Council
dlim@cityofsanmateo.org
Cell: (415) 290-4044



OFFICE OF THE MAYOR CITY OF DALY CITY

333 - 90TH STREET
DALY CITY, CA 94015-1895
(650) 991-8125

December 2, 2014

Re: City Selection Committee Appointment: Bay Area Air Quality Management District (BAAQMD)
City Representative for San Mateo County

Honorable Mayor and City Council Members:

I am writing to request your consideration and support for my appointment as the San Mateo County representative to the Bay Area Air Quality Management District Board of Directors, replacing my colleague Vice Mayor Carol Klatt who is retiring. I would like to continue her legacy of serving Daly City and the residents of San Mateo County at the Air District.

The BAAQMD has made a significant impact on improved air quality in the Bay Area since it was created 50 years ago to address emissions in the region. This has resulted in large part to the Air District's controls on open burning and industrial sources, as well as state requirements for cleaner automobiles and fuels. But managing air quality in the region requires constant effort and vigilance. I would like to be part of developing policies and adopting regulations necessary to meet the challenges facing our region, including ever-increasing population, and traffic growth, as well as the continual evolution of industrial technologies which seriously impact air quality and the public's health. As the current Vice Chair of the San Mateo County Transportation Authority (TA) and Daly City's representative to C/CAG, I see my appointment to the BAAQMD Board as an opportunity to further ensure the effective alignment of the goals and strategies among these agencies for the benefit of our County.

While serving on the C/CAG Board and the TA, I have worked with elected officials from across the County who represent diverse interests, but who are committed to working collaboratively for the betterment of San Mateo County residents. Our policy initiatives on these Boards in the areas of Traffic Congestion Management, Transportation for Clean Air and Climate Protection have set a standard for other regional governing bodies to emulate. In the same manner that I have worked to build consensus around difficult policy questions and decisions on C/CAG and the TA, if elected to the BAAQMD Board of Directors, I will forge collaborative working relations with other Board Members to ensure the continued leadership and success of the Air District in addressing the most urgent air quality issues we have in San Mateo County and the greater Bay Area.

Thank you for your consideration of my appointment to the Bay Area Air Quality Management District Board. I look forward to serving the cities of San Mateo County by working to protect public health, air quality and the global climate. Please do not hesitate to contact me at (650) 991-8125 if you have questions or need additional information.

Sincerely,

David J. Canepa
Mayor

cc: Ms. Mina Lim, Secretary, City Selection Committee



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: December 5, 2014
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended December 5, 2014.

1. **PG&E Tree Removals** – Howard and the maintenance crew worked diligently this week to track and clean up (where necessary) PG&E's progress on the Grove Drive tree removals. Once the Grove Drive removals are complete, PG&E will remove trees on Alpine Road and then Portola Road.
2. **Grant Opportunity for Creek Daylighting Project** – I was contacted this week by Alex von Feldt of Acterra about the possibility of a joint Portola Valley/Acterra grant application for a creek daylighting project under the Department of Water Resources Urban Streams Restoration Program. The subject project would be here at Town Center with the scope and costs remaining to be developed. Much like the Measure A grant application for pinch points, staff time required for the grant application will be kept to a minimum should the Town Council give the greenlight. The grant is due on January 7, 2015 and Acterra would provide the staff resources to complete the application. Once the application is complete, the Town Council would be asked at their January 14th meeting to vote on a resolution in support of the application. If the Town Council does not vote to approve the resolution on January 14th, the application will die.
3. **Outdoor Automated External Defibrillator (AED) at Town Center** – Town resident Lorrie Duvall met with staff, Dr. Stuart Young (member of the Emergency Preparedness Committee), and former Fire Chief Armando Muela, to discuss the possibility of mounting an AED at Town Center. The Town currently has one AED located in the Town Hall conference room, which is accessible only during business hours. Lorrie identified the absence of an AED at Town Center during off-hours and has volunteered to develop a proposal and possibly fundraise to provide an AED at Town Center that is available 24/7.