



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council
Wednesday, December 9, 2015
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

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

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. **PRESENTATION** – Beacon Awards by the League of California Cities
2. **PRESENTATION** – Backyard Habitat Awards by the Conservation Committee
3. **REORGANIZATION OF THE TOWN COUNCIL**
 - (a) Election of Mayor
 - (b) Election of Vice Mayor

STUDY SESSION – TOWN COUNCIL

4. **PRESENTATION** – Community Choice Aggregation program by San Mateo County Office of Sustainability

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.

5. **Approval of Minutes** – Town Council Meeting of November 11, 2015 (3)
6. **Ratification of Warrant List** – November 25, 2015 (12)
7. **Approval of Warrant List** – December 9, 2015 (22)
8. **Appointment by Mayor** – Request Appointment of a Member to the Trails & Paths Committee (32)

WRITTEN COMMUNICATIONS

9. **Town Council Digest** – November 13, 2015 (34)
10. **Town Council Digest** – November 20, 2015 (54)
11. **Town Council Digest** – November 25, 2015 (66)
12. **Town Council Digest** – December 4, 2015 (83)

ADJOURNMENT

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

SUBMITTAL OF AGENDA ITEMS

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

PUBLIC HEARINGS

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

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING NO. 920, NOVEMBER 11, 2015

CALL TO ORDER AND ROLL CALL

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

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

Absent: Councilmember John Richards

Others: Debbie Pedro, Acting Town Manager
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS – None

(1) **ASCC COMMISSIONER INTERVIEWS AND APPOINTMENT**

(a) Jane Wilson

Ms. Wilson submitted a letter of interest to be considered for placement on the Architectural and Site Control Commission, included in the agenda packet for review by the Town Council. Ms. Wilson was interviewed by telephone.

Councilmember Hughes asked if the candidate had any experience in ASCC meetings and the process. Ms. Wilson said she has not worked from the planning side with the Town. She said she has attended ASCC meetings and read through minutes and has followed the ASCC's activities.

Vice Mayor Derwin asked regarding the candidate's experience in dealing with conflicts on the Library Committee. Ms. Wilson said she has been able to successfully resolve conflicts while working with the Library Committee.

Mayor Aalfs asked if the candidate foresaw any issues that would need to be addressed on the ASCC level. Ms. Wilson said she would like to see ASCC being more active regarding the protection of trees, views, and open space to protect the character of the Town, while still satisfying the applicant's building desires.

Councilmember Wengert asked how the candidate would handle situations wherein she did not personally agree with the Town's ordinance or regulation. Ms. Wilson said she is comfortable with abiding by the Town's and ASCC's regulations despite possible personal disagreement with some of them.

(b) Rebecca Flynn

Ms. Flynn submitted a letter of interest to be considered for placement on the Architectural and Site Control Commission, included in the agenda packet for review by the Town Council.

Councilmember Wengert asked how the candidate's skill set would fit in with the ASCC. Ms. Flynn said she has been very involved in the Town ever since she moved here approximately 15 years ago. She said the PVForum, which she founded and moderates, gives her a tremendous pulse on the Town as a whole. She said she has served on many committees and has a good sense of the very different desires of the citizens within the Town. She said she was very involved in the Town Center Planning Committee. She said she is currently heavily involved in the Water Conservation Committee, and is very interested in general sustainability. She said many of the issues that will be coming through the ASCC will be due to issues and regulations that are being dealt with by the Water Conservation Committee.

Councilmember Hughes asked regarding the candidate's experience with the Town's building policies and ASCC meetings. Ms. Flynn said she has previously gone through the ASCC process as an applicant and said the present process is more efficient for applicants in that problem solving is more easily accomplished prior to reaching the ASCC. She said she is very familiar with regulations.

Councilmember Hughes asked regarding the candidate's experience in the construction process in general. Ms. Flynn said she has a lot of experience with contractors and has gone on-site to construction projects and pointed out issues to the contractors, and is familiar with reading and understanding plans. She described her experiences and heavy involvement with a guest house and pool project in which she acted as a general contractor.

Vice Mayor Derwin asked if there were parts of the architectural and design guidelines or building ordinances that the candidate found problematic. Ms. Flynn said the Town's building code is a conglomeration of layers and layers of new regulations that have been added over the years. She said that she is not in disagreement with any particular regulation and believes that the Town is as beautiful as it is due to these regulations. She suggested, however, that the codes should be reviewed for conflicts and clarification. Vice Mayor Derwin asked if the candidate would be able to uphold the regulations even if she saw irregularities. Ms. Flynn said she would.

Mayor Aalfs asked the candidate how she would like to see the codes and ordinances become more mainstreamed. Ms. Flynn said she prefers to educate first. She said she is very involved in the Passive House movement which includes very strict and sometimes impractical code. She said that information should be provided to applicants and contractors, educating them in this regard, and believes applicants would be receptive. She said educating the contractors, who are more apt to push back, would also be beneficial.

Councilmember Wengert asked the candidate how she feels about the ASCC playing a bigger role in post project enforcement. Ms. Flynn said that she was comfortable with enforcing a consequence to an applicant who did not comply with regulations.

Vice Mayor Derwin asked what role the candidate thought the ASCC should play in mediating neighbor disputes. Ms. Flynn said part of the role of the ASCC is to make sure that development fits with Town values. She said the ASCC should play a gentle role between neighbors, but, in the end, if the applicant's project is in compliance with Town's regulations, then they should be allowed to move forward.

Councilmember Wengert asked if the candidate saw any conflict with working in Town Government and continuing her role as moderator of the Forum. Ms. Flynn said she is a low-key moderator and only steps in for behavioral matters, such as when a post is rude or disrespectful.

(c) Megan Koch

Ms. Koch submitted a letter of interest to be considered for continuing with another term on the Architectural and Site Control Commission, included in the agenda packet for review by the Town Council.

Councilmember Wengert asked what the candidate thought was the most important thing she's learned while on the ASCC and what she would do differently. Ms. Koch said she learned a lot from Tom Vlasic – how to read through plans, walk through site visits, listen to applicants and neighbors, listen to presentations, interacting in joint meetings with the Planning Department, and bringing it all together, while still maintaining her passion for Portola Valley.

Councilmember Hughes asked the candidate if she had any concerns about not having an architect on the committee next year and the impact it might have. Ms. Koch said it has been beneficial to have an architect's perspective on the Commission. She said knowledge of building is very important, but

expertise in engineering, lighting design, or landscape, for example, is not required to be effective on the Commission. She said the Commission is strong because of their diversity.

Vice Mayor Derwin asked the candidate to describe a past success worked through at the ASCC and provide an example of where the ASCC could have done better. Ms. Koch said there were several illegal tree removal incidents they had to deal with. She said the Commissioners as a team did a great job, cohesively relaying the message to the applicants of the Town guidelines, why their actions were unacceptable, explaining mitigations such as restoration and repairs, mending neighbor relations, etc. She said although there was some stress, she was proud of the ASCC's handling of the issues – with a calm nature, an open ear, and an open mind. She said the ASCC has done a great job working with neighbors to reach compromises in situations where the applicant's plan was allowable and within regulations and guidelines, but negatively impacted a neighbor.

Mayor Aalfs asked the candidate if there was more support the ASCC could receive from the Council that would be helpful. Ms. Koch said several guidelines need to be revisited. She said that on paper the process is cohesive for applicants but perhaps not so cohesive among the Town regulatory bodies. She suggested that some sort of retreat summit with the Town Council, ASCC, Planning Commission, and other committees, perhaps twice a year, would be beneficial.

Mayor Aalfs asked, regarding code enforcement, if the candidate was prepared to ask a homeowner to tear down all or a significant portion of a project if necessary. Ms. Koch said it is important to keep consistent and in line with the Town's established guidelines.

(d) Terry Lynn

Mr. Lynn submitted a letter of interest to be considered for placement on the Architectural and Site Control Commission, included in the agenda packet for review by the Town Council.

Councilmember Wengert asked the candidate how familiar he was with the Town processes and if he'd ever participated in any committees or attended any meetings. Mr. Lynn said he has not participated in any of the Town committees. He said he is on the board of directors of the Christ Church and, because he's a CFO by training, tends to take on the finance subcommittee for budgets, etc., for the church. He said he is also a volunteer math tutor in the 2nd and 3rd grade.

Councilmember Hughes asked if the candidate was familiar with the ASCC process, and if he had attended meetings or read minutes. Mr. Lynn said the only permit he has pulled with Portola Valley was for a horse fence. He said he has successfully navigated the process in San Francisco, where it often seemed that his neighbors had more control over his property than he did.

Councilmember Hughes asked regarding the candidate's technical expertise in construction, reviewing plans, landscaping, and other issues addressed by the ASCC. Mr. Lynn said he has hired architects for a good design eye and also for engineering and construction advice. He said he can read plans and understand basic construction, but feels the role of ASCC is more design aesthetic, looking for design that is consistent with the desires of Portola Valley.

Vice Mayor Derwin asked how the candidate thought drought and other climate change scenarios would affect the Town ordinances related to the ASCC's purview. Mr. Lynn said absolutely the rules would flow down to Portola Valley and did not foresee a problem with them. He said that over the years rules have been added in response to particular groups' agendas and he has concern that with so many rules in place, eventually only extremely wealthy people will be able to afford to develop in Portola Valley.

Mayor Aalfs asked the candidate regarding his comment about his experience in San Francisco where he felt his neighbors had more control of his property than he did. He asked the candidate to provide his guidelines or outlook on having to step into a neighbor conflict where the candidate may know one or both of them personally. Mr. Lynn said in San Francisco one neighbor in a block could have an issue with a

project and stop it. He said the difficulty would be in a situation where discretionary review is involved. He said if it was a violation of a rule or regulation, there is no question it should be enforced. Mr. Lynn added that as a landlord in San Francisco, he's dealt with problem tenants. He said he has learned that by having a dialogue and laying out the facts, an issue can usually be worked through without having to go through legal recourse.

Mr. Lynn said he recently spoke at his church and some elderly women who have lived in Portola Valley for many years said they used to know everyone in Woodside and Portola Valley and it was very neighborly, which is common in rural areas. He said he feels that Portola Valley has changed and become more of a bedroom community. He feels the neighborly rural aspect of Portola Valley must be preserved.

Vice Mayor Derwin asked the candidate how he would preserve the neighborly aspect. Mr. Lynn said there are some Town guidelines that actually stymie neighborhood conversation. He said when there is a point of discretion, for example maybe something is within a setback but it will be obnoxious or create a problem with the neighbors, or something that really inhibits that feeling, if there is a way to have discreet power, then he would keep that in consideration.

The Council thanked the candidates.

Ms. Prince said that paper voting was acceptable. She instructed the Councilmembers to pass their nominations to Ms. Hanlon to announce who each Councilmember voted for, tally the votes, and announce the top two candidates.

Ms. Hanlon announced that Mayor Aalfs voted for Ms. Koch and Ms. Wilson; Councilmember Wengert voted for Ms. Koch and Ms. Wilson; Vice Mayor Derwin voted for Ms. Koch and Ms. Wilson; and Councilmember Hughes voted for Ms. Koch and Ms. Wilson.

Councilmember Wengert moved to approve the appointment of Megan Koch and Jane Wilson to the ASCC. Seconded by Councilmember Hughes; the motion carried 4-0.

(2) PLANNING COMMISSIONER INTERVIEWS AND APPOINTMENT

(a) Judith Hasko

Ms. Hasko submitted a letter of interest to be considered for continuing with another term on the Planning Commission, included in the agenda packet for review by the Town Council. Ms. Hasko was interviewed by telephone.

Councilmember Wengert asked the candidate what she has learned since being on the Planning Commission and what she would have done differently. Ms. Hasko said she came in without a planning background and, once on the Commission, dealt with a spectrum of issues. She said she has learned the standards for reviews of certain types of variances, interacting with the ASCC, field meetings, and how important it is to understand the entire scope of what the applicants deal with. She said going forward she will get a better sense of property history and review more historical minutes to get a fuller historical context regarding projects.

Councilmember Hughes asked the candidate her thoughts on issues the Planning Commission ought to address with regard to future planning such as potential ordinance changes or other things that affect the future of the Town. Ms. Hasko said an example recently came up wherein they were asked to review an application to remove a specific amount of soil from a site. She said the Planning Commission feels they should be involved earlier in the process. She said they need to help citizens understand why the rules exist and better articulate the important criteria that will be applied. She said the Commission has played a role in looking at the Portola Road Corridor Plan. She said they are looking at the Town Center long-

term plan, for example, discussing long-term plans regarding accessing any other open space behind the Town Center.

Vice Mayor Derwin asked what the candidate thought the Town should be doing regarding addressing housing, since it's become such a critical problem in the region. Ms. Hasko said this issue was particularly difficult given Portola Valley's geologic limitations and type of community. She said the second units have been a critical piece of that and she sees it continuing forward, and that it seems to be a mechanism people are comfortable with. She said they have loosened up a little bit in the last year regarding what the second units can look like in terms of size and configuration. She said although it is difficult for the Town to play a big role in fair housing, it can continue to support the efforts of the organizations that work to help people stay in their homes. She said the dialogue must be ongoing and not only occur when the Housing Element comes up every seven years.

Mayor Aalfs said the Commission had recently dealt with enforcement cases regarding illegal tree removals. He asked the candidate what she thought the Town Council or Planning Commission could do to alleviate the problem or make those issues easier to handle. Ms. Hasko said with more people being able to build their dream homes, the Town would likely see this occurring more frequently because new applicants perhaps aren't aware of the correct process or may hire people who are not familiar with Town practices. She said part of what the Town has articulated as a value is that the housing and structure should be subservient to the land and nature. She said there are a lot of permits going on now and the Commission must be vigilant. She said there is a balance on how to incentivize or how to penalize that is more the role of the Town Council, but said it is important to provide more specific direction on the importance of earlier intervention in a process and be clear on what is and what isn't permitted.

Mayor Aalfs asked how the candidate felt about the effectiveness of the current enforcements in place, such as fines. Ms. Hasko said although the cases haven't come up frequently, when they have, they have been huge and emotionally charged. She said it would be beneficial to revisit the penalties, the messaging, and the processes when people are starting to plan. She said a message needs to be sent that this is important to the entire community and is not just one of the rules.

(b) Emily Jagoda

Ms. Jagoda submitted a letter of interest to be considered for placement on the Planning Commission, included in the agenda packet for review by the Town Council.

Councilmember Wengert asked the candidate what inspired her to apply to the Planning Commission. Ms. Jagoda said she initially considered applying to the ASCC, but said the issues coming before the Planning Commission were more interesting to her personally and more broad-based. She said she finds the character of Portola Valley fascinating and she is interested in participating.

Councilmember Wengert asked the candidate if she had attended or participated in any Planning Commission meetings. Ms. Jagoda said she had not.

Councilmember Hughes asked the candidate her thoughts on the forward-looking role of the Planning Commission. He asked what issues the candidate thought the Planning Commission should take on over the course of the next four years in Portola Valley in terms of proactively looking at possible policy changes. Ms. Jagoda said the housing issue is important and interesting. She supported the second unit ordinance and felt that taking that step on a policy level was huge and an important step forward. She said she lives on Los Trancos Road and the tree issue is very important to her. She discussed problems that occurred due to a small tech company renting space at the Pony Tracks Ranch. She said there was a need not being met with regard to employers in town. She said she was not proposing a commercial corridor, and did not necessarily believe that everything had to be legislated, but felt the need should be acknowledged and addressed.

Vice Mayor Derwin asked what the candidate found interesting about the tree removal issue. Ms. Jagoda said she did not know the specifics of the tree removals, but has heard stories of large trees being removed in the Blue Oaks neighborhood. She said she believes that when people do that kind of clearing, they know they are adding tremendous value to their property by creating views, and the fines are not enough to deter them. She said she has not heard of anyone who was unaware of the consequences of removing trees. Vice Mayor Derwin asked the candidate if she thought the penalties should be more severe. Ms. Jagoda suggested bigger fines and also restoration requirements, for example if someone removes a large old oak, they may be required to plant four smaller ones and also one downtown.

Mayor Aalfs asked if the candidate had done any work as an architect in the communities along the hillsides. Ms. Jagoda said she has never done work in Portola Valley but has in San Mateo, Menlo Park, San Mateo County, Palo Alto, Los Altos, etc.

Mayor Aalfs asked what the candidate, as an architect, saw as effective or ineffective with regard to those communities' land use policies, and how that would influence her thoughts about Portola Valley's land use policies. Ms. Jagoda said she likes Palo Alto's process whereby the Planning Commission is involved early in a project.

In response to Councilmember Hughes's question, Ms. Jagoda said she lived in unincorporated County.

(c) Nicholas Targ

Mr. Targ submitted a letter of interest to be considered for continuing with another term on the Planning Commission, included in the agenda packet for review by the Town Council.

Mr. Targ expressed his appreciation for serving on the Commission, in this past year as Chair. He said he has received good support from his fellow Commissioners, the Town Attorney, and the Town staff. He discussed his work with the Commission and their process in dealing with satisfying the requirements of the Housing Element and Portola Road Scenic Corridor.

Councilmember Wengert asked the candidate where he saw the next generation Planning Commission's efforts being focused. Mr. Targ said an important specific project, Windmill, is coming up that will require a General Plan amendment and a zoning amendment. He said the role of modular housing in affordable housing will be very interesting and will need to be studied from an environmental aesthetic and long-term perspective. He said tensions between HOAs and the Town, with regard to aesthetic architectural control, ordinances, and regulations, needs to be examined. He wants to better understand the inclusionary housing fund. Mr. Targ suggested that listening/study sessions around these kinds of issues would be beneficial.

Councilmember Hughes asked the candidate what he thinks the Council should be doing to help support the Planning Commission. Mr. Targ said joint sessions are very beneficial for clarity of discussion, to understand points of departure in understanding, understand issues regarding drafting, word choice, precision, etc.

Vice Mayor Derwin asked the candidate to share a specific challenge he faced while on the Planning Commission. Mr. Targ said he is quite passionate about trees as important to the character of the Town. He said as the values of properties increase, more people will want to build their dream homes in Portola Valley, and they will have different expectations with regard to size, massing, shape, light, pools, pathways, and also the million dollar view. He said an extraordinary penalty for illegal tree removal may be considered as merely a cost of doing business and the Town cannot let that happen. He suggests implementing an education process for property owners and developers. He suggested an education course, perhaps voluntary or perhaps by ordinance, for every arborist in Town. He said arborists are required to have a business license and should know the laws and be held accountable for their work on trees. He suggested perhaps listing those arborists who have completed the education course on the Town's website. He said that a person who does violate and takes out a heritage tree should have the

opportunity to make a contribution, to do something with an aspect of restorative justice to demonstrate remorse – creating a human process with a way for some healing to come out of the process.

Mayor Aalfs asked the candidate how proactive he thought the Council should be with regard to affordable housing. Mr. Targ said he wants to see more conversation to really get a pulse on what affordable housing should look like in Portola Valley, what we can be doing and what we should be doing.

At the conclusion of the candidate interviews, Mayor Aalfs called for discussion regarding whether or not there is a preference for Commissioners to be residents of Portola Valley.

Ms. Prince said the current handbook says, “In making and confirming appointments, the Mayor and Town Council shall give preference to those applicants who reside in the incorporated area of the Town of Portola Valley, all other factors being equal.” She said there is flexibility in that language and there will be an opportunity later in the evening to talk about possibly changing that.

After tallying the votes, Ms. Hanlon announced that the Council was unanimous in voting for Ms. Hasko and Mr. Targ.

Councilmember Hughes moved to approve the appointment of Judith Hasko and Nicholas Targ to the Planning Commission for four-year terms. Seconded by Vice Mayor Derwin; the motion carried 4-0.

The Council took a five-minute break.

CONSENT AGENDA

- (3) Approval of Minutes: Town Council Regular Meeting of October 28, 2015.
- (4) Approval of Warrant List: November 11, 2015, in the amount of \$78,004.10.
- (5) Appointment by Mayor – Request for Appointment of Member to the Cable and Utilities Undergrounding Committee.
- (6) Recommendation by Interim Town Manager – Resolution Approving a Quitclaim Deed for an Open Space Easement on APN: 077-242-210
 - a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Quitclaim Deed Between the Town of Portola Valley and Carl V. Larson, Jr., and Shirley S. Larson (Resolution No. 2678-2015)
- (7) Recommendation by Interim Town Manager – Extended Winter Closure for Town Hall

Councilmember Wengert moved to approve the Consent Agenda, Items 3 through 7. Seconded by Councilmember Hughes, the motion carried 4-0 by a roll call vote.

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

- (8) Recommendations by Town Clerk – Draft Revisions to the Commission and Advisory Committee Handbook.

Ms. Hanlon presented the staff report regarding proposed revisions to the Commission and Advisory Committee Policies & Procedures Handbook.

The Council discussed the paragraph entitled “Portola Valley Sphere of Influence” within the Handbook. Councilmember Derwin stated that if someone on a committee is going to be enforcing the laws of the Town, they should be subject to the laws of the Town. Therefore, she stated that members of the Planning Commission and ASCC, as with the Town Council, should live in Town. Councilmember Hughes agreed generally; however, he said he would like to keep the option open in the event there was a situation where there was a limited number of appropriate candidates within Town and more appropriate candidates outside of Town. Councilmember Wengert said she would not want to keep talented people out; however, she said would prefer that a candidate for a regulatory body of Portola Valley, particularly the Planning Commission, live under the ordinances of Portola Valley. Mayor Aalfs suggested that the language be strengthened to: “Commission employees are expected to be Town residents and the Council may, at its discretion, appoint someone from the sphere of influence.” The Councilmembers agreed that Councilmember Richards’ input would be valuable in this discussion and they agreed to delay making any changes until having discussed that issue with Councilmember Richards.

For the section entitled “Role of the Secretary,” Councilmember Hughes suggested adding wording that the committees are strongly encouraged to post their meeting minutes to the Town’s website.

Councilmember Hughes moved to approve the proposed revisions as amended, with additional language stating “Committees are strongly encouraged to post their meeting minutes to the Town’s website.” Seconded by Councilmember Wengert; the motion carried 4-0.

(9) **COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCY REPORTS**

Councilmember Wengert – Attended Trails and Paths Committee meeting on November 10 where they discussed the recently held town hike and welcomed a new applicant who will be appointed at the December 9 Town Council meeting.

Councilmember Hughes – Attended the Parks & Recreation Committee meeting on November 2. He said there was no quorum but they did discuss the proposed horseshoe pit to be located by the sports court. He attended the Bicycle Pedestrian & Traffic Safety Committee meeting on November 4, where they discussed the Sheriff’s reports, public works projects, flyers for Windy Hill parking lot, outreach to local groups regarding guest blog posts on local bicycle organization websites, and possible committee events for next year. He attended the Cable Committee meeting on November 3, and said they had reached an impasse with PG&E regarding the undergrounding project. He said the committee welcomed a new member, approved at tonight’s meeting. He also attended this year’s Connect 15 Conference.

Vice Mayor Derwin – None to Report.

Mayor Aalfs – Attended the first Community Choice Energy community workshop on November 5 with Interim Town Manager Pedro. He said there were 21 residents in attendance and the feedback was mostly positive.

WRITTEN COMMUNICATIONS

(12) Town Council Digest –October 30, 2015

#10 - Letter from Dr. Gwen Arnold, University of California, Davis re: Upcoming survey regarding Shale Drilling. Mayor Aalfs asked if the Town had received the survey yet. Ms. Hanlon said it had not yet been received. Mayor Aalfs said he would follow up with Dr. Arnold.

(13) Town Council Digest – November 6, 2015

#8 – Month End Financial Report–October 2015. Councilmember Hughes requested clarification of the unreserved/spendable percentage of General Fund under the Fiscal Health Summary.

ADJOURNMENT

Mayor Aalfs adjourned the meeting.

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

NOVEMBER 25, 2015

Date: 11/19/2015

Time: 4:16 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

A-A LOCK & ALARM INC	Rekey Locks, SH/MB/CH	16984	11/25/2015	
		00006342	11/25/2015	
P.O. BOX 909	0001		11/25/2015	0.00
MENLO PARK	BOA	50162	11/25/2015	0.00
CA 94026-0909				742.97

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4158	Parks & Recreation Committee	36.75	36.75
05-66-4341	Community Hall	104.16	104.16
05-66-4346	Mechanical Sys Maint & Repair	602.06	602.06

Check No.	50162	Total:	742.97
Total for	A-A LOCK & ALARM INC		742.97

JEFF AALFS	SV "End of Future" Summit	16986	11/25/2015	
	Aalfs		11/25/2015	
135 CRESCENT AVENUE	1079		11/25/2015	0.00
PORTOLA VALLEY	BOA	50163	11/25/2015	0.00
CA 94028				117.04

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4327	Educ/Train: Council & Commissn	117.04	0.00

Check No.	50163	Total:	117.04
Total for	JEFF AALFS		117.04

AT&T	08/15 to 11/05/15 Stmt	16996	11/25/2015	
	CALNET 3		11/25/2015	
P.O. BOX 9011	441		11/25/2015	0.00
CAROL STREAM	BOA	50164	11/25/2015	0.00
IL 60197-9011				2,746.39

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	174.79	0.00
05-64-4318	Telephones	275.21	0.00
05-64-4318	Telephones	2,296.39	0.00

Check No.	50164	Total:	2,746.39
Total for	AT&T		2,746.39

AV INTEGRATORS	Repair Faulty Mic, Schoolhouse	16973	11/25/2015	
			11/25/2015	
131 INDUSTRIAL ROAD, SUITE 1	1132		11/25/2015	0.00
BELMONT	BOA	50165	11/25/2015	0.00
CA 94002	2585			125.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	125.00	0.00

Check No.	50165	Total:	125.00
Total for	AV INTEGRATORS		125.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

NOVEMBER 25, 2015

Date: 11/19/2015

Time: 4:16 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

BAYSIDE EQUIPMENT COMPANY		16994	11/25/2015	
		00006350	11/25/2015	
3562 HAVEN AVENUE	421		11/25/2015	0.00
REDWOOD CITY	BOA	50166	11/25/2015	0.00
CA 94063-4603	66144			813.54

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	813.54	813.54

Check No.	50166	Total:	813.54
Total for	BAYSIDE EQUIPMENT COMPANY		813.54

PAIGE BISHOP	Cultural Arts/Speaker Series	16997	11/25/2015	
	Floral, Food & Beverages		11/25/2015	
131 GROVELAND STREET	712		11/25/2015	0.00
PORTOLA VALLEY	BOA	50167	11/25/2015	0.00
CA 94028				134.02

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	134.02	0.00

Check No.	50167	Total:	134.02
Total for	PAIGE BISHOP		134.02

MICHAEL BRAY	Science & Nature/Flight Night	16998	11/25/2015	
	Banners, etc.		11/25/2015	
140 CHEROKEE WAY	854		11/25/2015	0.00
PORTOLA VALLEY	BOA	50168	11/25/2015	0.00
CA 94028				107.68

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4163	Science & Nature	107.68	0.00

Check No.	50168	Total:	107.68
Total for	MICHAEL BRAY		107.68

CALIFORNIA CHAMBER OF COMMERCE	2016 Employee Poster/HR Guide	16991	11/25/2015	
			11/25/2015	
P.O. BOX 398342	847		11/25/2015	0.00
SAN FRANCISCO	BOA	50169	11/25/2015	0.00
CA 94139-8342	1003732			88.09

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	88.09	0.00

Check No.	50169	Total:	88.09
Total for	CALIFORNIA CHAMBER OF COMM		88.09

CALPERS	October Pension	16987	11/25/2015	
FISCAL SERVICES DIVISION			11/25/2015	
ATTN: RETIREMENT PROG ACCTG	0107		11/25/2015	0.00
SACRAMENTO	BOA	50170	11/25/2015	0.00
CA 94229-2703				12,990.40

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

05-00-2522	PERS Payroll	1,169.05	0.00	
05-50-4080	Retirement - PERS	11,821.35	0.00	
CALPERS	November Unfunded Liability	16988	11/25/2015	
FISCAL SERVICES DIVISION			11/25/2015	
ATTN: RETIREMENT PROG ACCTG	0107		11/25/2015	0.00
SACRAMENTO	BOA	50170	11/25/2015	0.00
CA 94229-2703				446.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-50-4080	Retirement - PERS	446.00	0.00	

Check No.	50170	Total:	13,436.40
Total for	CALPERS		13,436.40

CITY OF REDWOOD CITY (IT)	October IT Support	16974	11/25/2015	
			11/25/2015	
P.O. BOX 3629	586		11/25/2015	0.00
REDWOOD CITY	BOA	50171	11/25/2015	0.00
CA 94064	BR37727			2,111.08

GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4216	IT & Website Consultants	2,111.08	0.00	

Check No.	50171	Total:	2,111.08
Total for	CITY OF REDWOOD CITY (IT)		2,111.08

CLEANSTREET	October Litter/Street Clean	16959	11/25/2015	
			11/25/2015	
1937 W. 169TH STREET	0034		11/25/2015	0.00
GARDENA	BOA	50172	11/25/2015	0.00
CA 90247-5254	80259			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	
22-60-4266	Litter Clean Up Program	870.10	0.00	

Check No.	50172	Total:	1,603.62
Total for	CLEANSTREET		1,603.62

COUNTY OF SAN MATEO (LAFCO)	FY 15-16, LAFCO Apportionment	16975	11/25/2015	
Attn: Juan Raigoza, Dep Cont			11/25/2015	
555 COUNTY CENTER, 4TH FLOOR	861		11/25/2015	0.00
REDWOOD CITY	BOA	50174	11/25/2015	0.00
CA 94063				589.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4322	Dues	589.00	0.00	

Check No.	50174	Total:	589.00
Total for	COUNTY OF SAN MATEO (LAFCO)		589.00

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

COUNTY OF SAN MATEO	FY 2015-16 Animal Ctrl Costs	16960	11/25/2015	
HEALTH DEPARTMENT			11/25/2015	
ATTN: PAMELA MACHADO	0049		11/25/2015	0.00
REDWOOD CITY	BOA	50173	11/25/2015	0.00
CA 94403	AC1516-PV			15,761.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4280	Animal Control	15,761.00	0.00

Check No.	50173	Total:	15,761.00
Total for	COUNTY OF SAN MATEO		15,761.00

DELL MARKETING L.P.	Replacement Monitors, Young/Sp	16961	11/25/2015	
c/o DELL USA L.P.	are	00006341	11/25/2015	
P.O. BOX 910916	0194		11/25/2015	0.00
PASADENA	BOA	50175	11/25/2015	0.00
CA 91110-0916				561.03

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	561.03	561.03

Check No.	50175	Total:	561.03
Total for	DELL MARKETING L.P.		561.03

ECONO TREE SERVICE	ROW tree removal	16985	11/25/2015	
			11/25/2015	
1914 SPRING STREET	1252		11/25/2015	0.00
REDWOOD CITY	BOA	50176	11/25/2015	0.00
CA 94063	55257			942.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4264	ROW Tree Trimming & Mowing	942.00	0.00

Check No.	50176	Total:	942.00
Total for	ECONO TREE SERVICE		942.00

GIRL SCOUT TROOP 61712	Science & Nature, Flight Night	16999	11/25/2015	
co JANE MACKEY, TREASURER	Food		11/25/2015	
470 SAND HILL CIRCLE	1419		11/25/2015	0.00
MENLO PARK	BOA	50177	11/25/2015	0.00
CA 94025				172.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4163	Science & Nature	172.00	0.00

Check No.	50177	Total:	172.00
Total for	GIRL SCOUT TROOP 61712		172.00

HIGH POINT ROOFING SERVICES	C&D Refund, 130 Ramoso	17001	11/25/2015	
			11/25/2015	
413 MAIN STREET, SUITE E	1420		11/25/2015	0.00
HALF MOON BAY	BOA	50178	11/25/2015	0.00
CA 94019				1,000.00

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

96-54-4205	C&D Deposit		1,000.00	0.00
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Check No.	50178	Total:	1,000.00
Total for	HIGH POINT ROOFING SERVICES		1,000.00

INFORMATION STATION SPECIALIST	Repair/Replace Part, AM Radio	16976	11/25/2015	
			11/25/2015	
P.O. BOX 51	1361		11/25/2015	0.00
ZEELAND	BOA	50179	11/25/2015	0.00
MI 49464	1581510			190.75

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	190.75	0.00

Check No.	50179	Total:	190.75
Total for	INFORMATION STATION SPECIAL		190.75

JORGENSON SIEGEL MCCLURE & FLEGEL	October Statement	16977	11/25/2015	
			11/25/2015	
1100 ALMA STREET	0089		11/25/2015	0.00
MENLO PARK	BOA	50180	11/25/2015	0.00
CA 94025				11,780.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	10,900.50	0.00
96-54-4186	Attorney - Charges to Appls	880.00	0.00

Check No.	50180	Total:	11,780.50
Total for	JORGENSON SIEGEL MCCLURE &		11,780.50

LEGACY ROOFING & WATERPROOFING	C&D Refund, 828 Portola Road	17000	11/25/2015	
			11/25/2015	
1698 ROGERS AVE, UNIT 1	1421		11/25/2015	0.00
SAN JOSE	BOA	50181	11/25/2015	0.00
CA 95112				1,000.00

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

Check No.	50181	Total:	1,000.00
Total for	LEGACY ROOFING & WATERPROFI		1,000.00

MIG-TRA	Aug-Oct, Environmental Consult Svcs-Springdown Pond Proj.	16978	11/25/2015	
			11/25/2015	
800 HEARST AVE	1417		11/25/2015	0.00
BERKELEY	BOA	50182	11/25/2015	0.00
CA 94710	0042030, 0042176			3,016.00

GL Number	Description	Invoice Amount	Amount Relieved
15-68-4414	CIP Spring Down OpSpa Imp	3,016.00	0.00

Check No.	50182	Total:	3,016.00
Total for	MIG-TRA		3,016.00

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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

ROBERT ORMISTON	Science & Nature, Flight Night	17002	11/25/2015	
	Materials		11/25/2015	
1148 PIMENTO AVE	1418		11/25/2015	0.00
SUNNYVALE	BOA	50183	11/25/2015	0.00
CA 94087				155.93

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4163	Science & Nature	155.93	0.00

Check No.	50183	Total:	155.93
Total for	ROBERT ORMISTON		155.93

PEELLE TECHNOLOGIES, INC	Digital Scan/Indexing	16993	11/25/2015	
			11/25/2015	
197 EAST HAMILTON AVE	961		11/25/2015	0.00
CAMPBELL	BOA	50184	11/25/2015	0.00
CA 95008	TOPV2417			4,247.80

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	4,247.80	0.00

Check No.	50184	Total:	4,247.80
Total for	PEELLE TECHNOLOGIES, INC		4,247.80

PERS HEALTH	December Health Premium	16989	11/25/2015	
			11/25/2015	
VIA EFT	0108		11/25/2015	0.00
	BOA	50185	11/25/2015	0.00
				12,382.13

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	12,382.13	0.00

Check No.	50185	Total:	12,382.13
Total for	PERS HEALTH		12,382.13

PG&E	October Statements	16962	11/25/2015	
			11/25/2015	
BOX 997300	0109		11/25/2015	0.00
SACRAMENTO	BOA	50186	11/25/2015	0.00
CA 95899-7300				232.05

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	232.05	0.00

Check No.	50186	Total:	232.05
Total for	PG&E		232.05

PICTURE THIS FOR FUN	Volunteer Appreciation Party	16967	11/25/2015	
	Photobooth		11/25/2015	
851 CHERRY AVENUE 27-304	1416		11/25/2015	0.00
SAN BRUNO	BOA	50187	11/25/2015	0.00
CA 94066	2015-83			450.00

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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
05-52-4147	Holiday Party	450.00	0.00

Check No.	50187	Total:	450.00
Total for	PICTURE THIS FOR FUN		450.00

PLATINUM FACILITY SERVICES	October Janitorial	16992	11/25/2015	
			11/25/2015	
1530 OAKLAND RD., #150	402		11/25/2015	0.00
SAN JOSE	BOA	50188	11/25/2015	0.00
CA 95112	21893			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

PLATINUM FACILITY SERVICES	Library Add'l Deep Clean	16995	11/25/2015	
		00006348	11/25/2015	
1530 OAKLAND RD., #150	402		11/25/2015	0.00
SAN JOSE	BOA	50188	11/25/2015	0.00
CA 95112	22253			900.00

GL Number	Description	Invoice Amount	Amount Relieved
25-66-4344	Janitorial Services	900.00	900.00

Check No.	50188	Total:	3,887.51
Total for	PLATINUM FACILITY SERVICES		3,887.51

DERICK PRELLE	Refund Deposit, 385 Westridge	16979	11/25/2015	
			11/25/2015	
385 WESTRIDGE DRIVE	0550		11/25/2015	0.00
PORTOLA VALLEY	BOA	50189	11/25/2015	0.00
CA 94028				1,673.44

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,673.44	0.00

Check No.	50189	Total:	1,673.44
Total for	DERICK PRELLE		1,673.44

PRINTER ASSIST	Repair to Blk/White Printer	16980	11/25/2015	
	HP LJ 4250		11/25/2015	
P.O. BOX 1533	944		11/25/2015	0.00
PALO ALTO	BOA	50190	11/25/2015	0.00
CA 94302-1533	9817			199.08

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	199.08	0.00

Check No.	50190	Total:	199.08
Total for	PRINTER ASSIST		199.08

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

REGIONAL GOVERNMENT SERVICES	October Contract Support	16990	11/25/2015	
			11/25/2015	
P.O. BOX 1350	1165		11/25/2015	0.00
CARMEL VALLEY	BOA	50191	11/25/2015	0.00
CA 93924	5468			2,167.76

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4060	Temp NonPay Cler/Admin	2,167.76	0.00

Check No.	50191	Total:	2,167.76
Total for	REGIONAL GOVERNMENT SERVIK		2,167.76

CYNTHIA RICHARDSON	October Statement	16964	11/25/2015	
dba Richardson Consulting			11/25/2015	
24 CAMPBELL LANE	1250		11/25/2015	0.00
MENLO PARK	BOA	50192	11/25/2015	0.00
CA 94025	Project 0115			9,082.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	9,082.50	0.00

Check No.	50192	Total:	9,082.50
Total for	CYNTHIA RICHARDSON		9,082.50

RON RAMIES AUTOMOTIVE, INC.	October Fuel Statement	16963	11/25/2015	
			11/25/2015	
115 PORTOLA ROAD	422		11/25/2015	0.00
PORTOLA VALLEY	BOA	50193	11/25/2015	0.00
CA 94028				343.63

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	343.63	0.00

Check No.	50193	Total:	343.63
Total for	RON RAMIES AUTOMOTIVE, INC.		343.63

SHARP BUSINESS SYSTEMS	October Copies	16981	11/25/2015	
			11/25/2015	
DEPT. LA 21510	0199		11/25/2015	0.00
PASADENA	BOA	50194	11/25/2015	0.00
CA 91185-1510	C883411-541			205.69

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	205.69	0.00

Check No.	50194	Total:	205.69
Total for	SHARP BUSINESS SYSTEMS		205.69

SMALL BUSINESS BENEFIT PLAN TR	December Dental/Vision	16982	11/25/2015	
			11/25/2015	
	0132		11/25/2015	0.00
BELMONT	BOA	50195	11/25/2015	0.00
CA 94002-0156				1,252.80

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

05-50-4090	Health Ins Dental & Vision	1,252.80	0.00	
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Check No.	50195	Total:	1,252.80
Total for	SMALL BUSINESS BENEFIT PLAN		1,252.80

CONNIE STACK	Late - Fall Instructor Fees	16965	11/25/2015	
			11/25/2015	
10127 LAMPLIGHTER SQUARE	648		11/25/2015	0.00
CUPERTINO	BOA	50196	11/25/2015	0.00
CA 95014				201.60

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	201.60	0.00

Check No.	50196	Total:	201.60
Total for	CONNIE STACK		201.60

SWRCB	FY 15-16 Annual Permit Fees	16983	11/25/2015	
ACCOUNTING OFFICE			11/25/2015	
ATTN: AFRS	599		11/25/2015	0.00
SACRAMENTO	BOA	50197	11/25/2015	0.00
CA 95812-1888	WD-0112676			4,579.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4288	NPDES Stormwater Program	4,579.00	0.00

Check No.	50197	Total:	4,579.00
Total for	SWRCB		4,579.00

THERMAL MECHANICAL, INC	Library, Replace Blower Motor	16969	11/25/2015	
		00006343	11/25/2015	
425 ALDO AVENUE	955		11/25/2015	0.00
SANTA CLARA	BOA	50198	11/25/2015	0.00
CA 95054	AC-64244			1,494.05

GL Number	Description	Invoice Amount	Amount Relieved
25-66-4340	Building Maint Equip & Supp	1,494.05	1,494.05

THERMAL MECHANICAL, INC	Comm Hall Boiler Repair	16970	11/25/2015	
		00006344	11/25/2015	
425 ALDO AVENUE	955		11/25/2015	0.00
SANTA CLARA	BOA	50198	11/25/2015	0.00
CA 95054	AC-64463			742.89

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	742.89	742.89

Check No.	50198	Total:	2,236.94
Total for	THERMAL MECHANICAL, INC		2,236.94

VERIZON WIRELESS	October Cellular	16966	11/25/2015	
			11/25/2015	
P.O. BOX 660108	0131		11/25/2015	0.00
DALLAS	BOA	50199	11/25/2015	0.00
TX 75266-0108				202.06

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

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	202.06	0.00

Check No.	50199	Total:	202.06
Total for	VERIZON WIRELESS		202.06

Total Invoices: 41

Grand Total:	100,538.03
Less Credit Memos:	0.00
Net Total:	100,538.03
Less Hand Check Total:	0.00
Outstanding Invoice Total:	100,538.03

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
November 25, 2015

Claims totaling \$100,538.03 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 _____

Debbie Pedro, 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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DECEMBER 09, 2015

Date: 12/04/2015

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

ALMANAC	October Advertising	17007	12/09/2015	
			12/09/2015	
450 CAMBRIDGE AVE	0048		12/09/2015	0.00
PALO ALTO	BOA	50200	12/09/2015	0.00
CA 94306				744.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4320	Advertisng	744.00	0.00

Check No.	50200	Total:	744.00
Total for	ALMANAC		744.00

ANIMAL DAMAGE MGMT INC	Novmber Pest Control	17027	12/09/2015	
			12/09/2015	
16170 VINEYARD BLVD. #150	804		12/09/2015	0.00
MORGAN HILL	BOA	50201	12/09/2015	0.00
CA 95037	86348			295.00

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

Check No.	50201	Total:	295.00
Total for	ANIMAL DAMAGE MGMT INC		295.00

AT&T (2)	December Microwave	17026	12/09/2015	
			12/09/2015	
P.O. BOX 5025	877		12/09/2015	0.00
CAROL STREAM	BOA	50202	12/09/2015	0.00
IL 60197-5025				67.57

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	67.57	0.00

Check No.	50202	Total:	67.57
Total for	AT&T (2)		67.57

BANK OF AMERICA	November Statement	17018	12/09/2015	
Bank Card Center			12/09/2015	
P.O. BOX 53155	0022		12/09/2015	0.00
PHOENIX	BOA	50203	12/09/2015	0.00
AZ 85072-3155				1,326.85

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Holiday Party	160.00	0.00
05-60-4267	Tools & Equipment	395.14	0.00
05-64-4308	Office Supplies	165.05	0.00
05-64-4311	Internet Service & Web Hosting	134.99	0.00
05-64-4312	Office Equipment	133.73	0.00
05-64-4316	Postage	6.74	0.00
05-64-4326	Education & Training	45.00	0.00
05-64-4335	Sustainability	100.00	0.00
05-64-4336	Miscellaneous	65.50	0.00
05-66-4341	Community Hall	120.70	0.00

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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
BANK OF AMERICA	BECC Conference Lodging	17019	12/09/2015	
Bank Card Center		00006331	12/09/2015	
P.O. BOX 53155	0022		12/09/2015	0.00
PHOENIX	BOA	50203	12/09/2015	207.05
AZ 85072-3155				615.15

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4326	Education & Training	615.15	822.20

Check No.	50203	Total:	1,942.00
Total for	BANK OF AMERICA		1,942.00

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
BAY AREA LYME FOUNDATION	Refund Deposit, 5/17/15 Event	17012	12/09/2015	
			12/09/2015	
884 PORTOLA ROAD STE A7	1422		12/09/2015	0.00
PORTOLA VALLEY	BOA	50204	12/09/2015	0.00
CA 94028				100.00

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

Check No.	50204	Total:	100.00
Total for	BAY AREA LYME FOUNDATION		100.00

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
CALIFORNIA WATER SERVICE CO	10/14 TO 11/10 Statements	17041	12/09/2015	
			12/09/2015	
3525 ALAMEDA DE LAS PULGAS	0011		12/09/2015	0.00
MENLO PARK	BOA	50205	12/09/2015	0.00
CA 94025844				2,287.27

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	2,287.27	0.00

Check No.	50205	Total:	2,287.27
Total for	CALIFORNIA WATER SERVICE CC		2,287.27

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
CALPERS	November Pension	17014	12/09/2015	
FISCAL SERVICES DIVISION			12/09/2015	
ATTN: RETIREMENT PROG ACCTG	0107		12/09/2015	0.00
SACRAMENTO	BOA	50206	12/09/2015	0.00
CA 94229-2703				11,708.56

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2522	PERS Payroll	753.65	0.00
05-50-4080	Retirement - PERS	10,954.91	0.00

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
CALPERS	Pension 9/15 to 11/15 for S Nerdahl	17015	12/09/2015	
FISCAL SERVICES DIVISION			12/09/2015	
ATTN: RETIREMENT PROG ACCTG	0107		12/09/2015	0.00
SACRAMENTO	BOA	50206	12/09/2015	0.00
CA 94229-2703				1,730.74

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4080	Retirement - PERS	1,730.74	0.00

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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
CALPERS	November Unfunded Liability	17016	12/09/2015	
FISCAL SERVICES DIVISION			12/09/2015	
ATTN: RETIREMENT PROG ACCTG	0107		12/09/2015	0.00
SACRAMENTO	BOA	50206	12/09/2015	0.00
CA 94229-2703				446.00

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4080	Retirement - PERS	446.00	0.00

Check No.	50206	Total:	13,885.30
Total for	CALPERS		13,885.30

CITY OF BRISBANE	Dinner/Meeting, Derwin	17028	12/09/2015	
			12/09/2015	
50 PARK PLACE	0330		12/09/2015	0.00
BRISBANE	BOA	50207	12/09/2015	0.00
CA 94005-1310				50.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4327	Educ/Train: Council & Commissn	50.00	0.00

Check No.	50207	Total:	50.00
Total for	CITY OF BRISBANE		50.00

COLLECTION SYSTEMS MAINT SVC	Storm Drain Flush/Inspect	17029	12/09/2015	
			12/09/2015	
178 SOUTH PALOMAR DRIVE	0492		12/09/2015	0.00
REDWOOD CITY	BOA	50208	12/09/2015	0.00
CA 94062	15-4041			735.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage / Emerq Repairs	735.00	0.00

Check No.	50208	Total:	735.00
Total for	COLLECTION SYSTEMS MAINT SV		735.00

COMCAST	Wifi 11/21 to 12/20	17004	12/09/2015	
			12/09/2015	
P.O. BOX 34227	0045		12/09/2015	0.00
SEATTLE	BOA	50209	12/09/2015	0.00
WA 98124-1227				88.77

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	88.77	0.00

Check No.	50209	Total:	88.77
Total for	COMCAST		88.77

CSG CONSULTANTS INC	Add'l Oct Bldg Insp Svcs	17008	12/09/2015	
			12/09/2015	
550 PILGRIM DRIVE	622		12/09/2015	0.00
FOSTER CITY	BOA	50210	12/09/2015	0.00
CA 94404	030896			380.00

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

05-50-4062	Temp Bldg Inspection	380.00	0.00	
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Check No.	50210	Total:	380.00
Total for	CSG CONSULTANTS INC		380.00

CULLIGAN	December Service	17020	12/09/2015	
			12/09/2015	
1785 RUSSELL AVE	0250		12/09/2015	0.00
SANTA CLARA	BOA	50211	12/09/2015	0.00
CA 95054-2032	37581			41.20

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

Check No.	50211	Total:	41.20
Total for	CULLIGAN		41.20

DAVEY TREE EXPERT CO.	ROW Maintenance	17021	12/09/2015	
			12/09/2015	
P.O. BOX 94532	0053		12/09/2015	0.00
CLEVELAND	BOA	50212	12/09/2015	0.00
OH 44101-4532				2,619.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4264	ROW Tree Trimming & Mowing	2,619.00	0.00

Check No.	50212	Total:	2,619.00
Total for	DAVEY TREE EXPERT CO.		2,619.00

GO NATIVE INC	On Call Routine Maintenance	17023	12/09/2015	
			12/09/2015	
P.O. BOX 370103	632		12/09/2015	0.00
MONTARA	BOA	50213	12/09/2015	0.00
CA 94037	2841			3,154.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	3,154.00	0.00

Check No.	50213	Total:	3,154.00
Total for	GO NATIVE INC		3,154.00

GOLDEN BAY GLASS, INC	Replace Broken Glass, CH Door	17030	12/09/2015	
		00006346	12/09/2015	
851 SHASTA STREET	1414		12/09/2015	0.00
REDWOOD CITY	BOA	50214	12/09/2015	0.00
CA 94063	I080950			855.40

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4348	Repairs/Vandalism	855.40	855.40

Check No.	50214	Total:	855.40
Total for	GOLDEN BAY GLASS, INC		855.40

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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

JEANNIE GOLDMAN	Fall 2015, Instructor Fees	17043	12/09/2015	
			12/09/2015	
741 MANZANITA ROAD	706		12/09/2015	0.00
WOODSIDE	BOA	50215	12/09/2015	0.00
CA 94062				9,983.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	9,983.00	0.00

Check No.	50215	Total:	9,983.00
Total for	JEANNIE GOLDMAN		9,983.00

ELEANOR HESS	Deposit Refund, Event 11/7/15	17031	12/09/2015	
			12/09/2015	
2411 GRACELAND AVENUE	0551		12/09/2015	0.00
SAN CARLOS	BOA	50216	12/09/2015	0.00
CA 94070				1,000.00

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

Check No.	50216	Total:	1,000.00
Total for	ELEANOR HESS		1,000.00

ICMA	November Deferred Comp	17017	12/09/2015	
VANTAGE POINT TFER AGTS-304617			12/09/2015	
C/O M&T BANK	0084		12/09/2015	0.00
BALTIMORE	BOA	50217	12/09/2015	0.00
MD 21264-4553				2,946.96

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2557	Defer Comp	2,946.96	0.00

Check No.	50217	Total:	2,946.96
Total for	ICMA		2,946.96

INTERSTATE TRAFFIC CNTRL	Custom Street Sign	17032	12/09/2015	
			12/09/2015	
1700 INDUSTRIAL ROAD, STE B	564		12/09/2015	0.00
SAN CARLOS	BOA	50218	12/09/2015	0.00
CA 94070	207695			364.83

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	364.83	0.00

INTERSTATE TRAFFIC CNTRL	Street Signage	17033	12/09/2015	
			12/09/2015	
1700 INDUSTRIAL ROAD, STE B	564		12/09/2015	0.00
SAN CARLOS	BOA	50218	12/09/2015	0.00
CA 94070	207696			209.88

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	209.88	0.00

Check No.	50218	Total:	574.71
Total for	INTERSTATE TRAFFIC CNTRL		574.71

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

J.W. ENTERPRISES	Portable Lavs, 11/26-12/23	17034	12/09/2015	
			12/09/2015	
1689 MORSE AVE	829		12/09/2015	0.00
VENTURA	BOA	50219	12/09/2015	0.00
CA 93003	188305			242.44

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	242.44	0.00

Check No.	50219	Total:	242.44
Total for	J.W. ENTERPRISES		242.44

JENSEN LANDSCAPE SERVICES INC	On Call Routine Maintenance	17022	12/09/2015	
			12/09/2015	
1983 CONCOURSE DRIVE	849		12/09/2015	0.00
SAN JOSE	BOA	50220	12/09/2015	0.00
CA 95131	152433/152432			1,381.75

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	1,381.75	0.00

Check No.	50220	Total:	1,381.75
Total for	JENSEN LANDSCAPE SERVICES I		1,381.75

NAT'L NOTARY ASSN	Notary 2016 Insurance	17013	12/09/2015	
			12/09/2015	
	806		12/09/2015	0.00
	BOA	50221	12/09/2015	0.00
				33.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	33.00	0.00

Check No.	50221	Total:	33.00
Total for	NAT'L NOTARY ASSN		33.00

STACIE NERDAHL	Nov 2015, Consulting Fees	17003	12/09/2015	
			12/09/2015	
1317 DAKOTA AVE	754		12/09/2015	0.00
SAN MATEO	BOA	50222	12/09/2015	0.00
CA 94401				3,735.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	3,735.00	0.00

Check No.	50222	Total:	3,735.00
Total for	STACIE NERDAHL		3,735.00

ELIZABETH PAPADOPOULOS	Reimbursement, Speaker Series	17035	12/09/2015	
	11/10/15		12/09/2015	
35 BUCKEYE	0552		12/09/2015	0.00
PORTOLA VALLEY	BOA	50223	12/09/2015	0.00
CA 94028				213.91

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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
05-52-4150	Cultural Arts Committee	213.91	0.00

Check No.	50223	Total:	213.91
Total for	ELIZABETH PAPADOPOULOS		213.91

PECKHAM & MCKENNEY	TM Recruitment Retainer	17006	12/09/2015	
			12/09/2015	
300 HARDING BLVD., STE. 106E	1403		12/09/2015	0.00
ROSEVILLE	BOA	50224	12/09/2015	0.00
CA 95678				1,154.97

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,154.97	0.00

Check No.	50224	Total:	1,154.97
Total for	PECKHAM & MCKENNEY		1,154.97

PEELLE TECHNOLOGIES, INC	Digital Scan/Indexing	17009	12/09/2015	
			12/09/2015	
197 EAST HAMILTON AVE	961		12/09/2015	0.00
CAMPBELL	BOA	50225	12/09/2015	0.00
CA 95008	TOPV2417			3,482.88

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	3,482.88	0.00

Check No.	50225	Total:	3,482.88
Total for	PEELLE TECHNOLOGIES, INC		3,482.88

PLATINUM FACILITY SERVICES	November Janitorial	17024	12/09/2015	
			12/09/2015	
1530 OAKLAND RD., #150	402		12/09/2015	0.00
SAN JOSE	BOA	50226	12/09/2015	0.00
CA 95112	22192			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.	50226	Total:	2,987.51
Total for	PLATINUM FACILITY SERVICES		2,987.51

PORTOLA VALLEY HARDWARE	November Statement	17036	12/09/2015	
			12/09/2015	
112 PORTOLA VALLEY ROAD	0114		12/09/2015	0.00
PORTOLA VALLEY	BOA	50227	12/09/2015	0.00
CA 94028				415.96

GL Number	Description	Invoice Amount	Amount Relieved
05-60-4267	Tools & Equipment	415.96	0.00

Check No.	50227	Total:	415.96
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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount

Total for PORTOLA VALLEY HARDWARE 415.96

CYNTHIA RICHARDSON	November Planning Consultant	17037	12/09/2015	
dba Richardson Consulting	Services		12/09/2015	
24 CAMPBELL LANE	1250		12/09/2015	0.00
MENLO PARK	BOA	50228	12/09/2015	0.00
CA 94025				9,082.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	9,082.50	0.00

Check No. 50228 Total: 9,082.50

Total for CYNTHIA RICHARDSON 9,082.50

SACRAMENTO BAG MFG. CO.	Bags for Sand, Emergency	17025	12/09/2015	
		00006337	12/09/2015	
440N. PIONEER AVENUE	0549		12/09/2015	0.00
WOODLAND	BOA	50229	12/09/2015	0.00
CA 95695				1,699.00

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4271	Storm Damage / Emerg Repairs	1,699.00	1,699.00

Check No. 50229 Total: 1,699.00

Total for SACRAMENTO BAG MFG. CO. 1,699.00

SAN MATEO CO INF SERVICES	October Microwave	17011	12/09/2015	
			12/09/2015	
455 COUNTY CENTER, 3RD FLOOR	0307		12/09/2015	0.00
REDWOOD CITY	BOA	50230	12/09/2015	0.00
CA 94063				76.00

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

Check No. 50230 Total: 76.00

Total for SAN MATEO CO INF SERVICES 76.00

PATRICIA SANGUINETTI	Deposit Refund, Event 11/20/15	17038	12/09/2015	
			12/09/2015	
131 BROOKSIDE DRIVE	0553		12/09/2015	0.00
PORTOLA VALLEY	BOA	50231	12/09/2015	0.00
CA 94028				500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2561	Community Hall Deposits	500.00	0.00

Check No. 50231 Total: 500.00

Total for PATRICIA SANGUINETTI 500.00

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

STANDARD INSURANCE CO.	Nov Ltd/Life Premiums	17005	12/09/2015	
			12/09/2015	
PO BOX 5676	0469		12/09/2015	0.00
PORTLAND	BOA	50232	12/09/2015	0.00
OR 97228				251.62

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4091	Long Term Disability Insurance	251.62	0.00

Check No.	50232	Total:	251.62
Total for	STANDARD INSURANCE CO.		251.62

STAPLES	Oct Office Supplies	17010	12/09/2015	
			12/09/2015	
STAPLES CREDIT PLAN	430		12/09/2015	0.00
DES MOINES	BOA	50233	12/09/2015	0.00
IA 50368-9020				410.82

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	410.82	0.00

Check No.	50233	Total:	410.82
Total for	STAPLES		410.82

STATE COMP INSURANCE FUND	December Premium	17039	12/09/2015	
			12/09/2015	
PO BOX 748170	0122		12/09/2015	0.00
LOS ANGELES	BOA	50234	12/09/2015	0.00
CA 90074-8170				1,713.50

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	1,713.50	0.00

Check No.	50234	Total:	1,713.50
Total for	STATE COMP INSURANCE FUND		1,713.50

KATHY WADDELL	Fall 2015, Instructor Fees	17042	12/09/2015	
			12/09/2015	
460 CERVANTES ROAD	1354		12/09/2015	0.00
PORTOLA VALLEY	BOA	50235	12/09/2015	0.00
CA 94028				6,488.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	6,488.00	0.00

Check No.	50235	Total:	6,488.00
Total for	KATHY WADDELL		6,488.00

WEMORPH INC	Stationery Supplies	17040	12/09/2015	
			12/09/2015	
904 INDUSTRIAL AVENUE	1360		12/09/2015	0.00
PALO ALTO	BOA	50236	12/09/2015	0.00
CA 94303	16166			363.78

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

DECEMBER 09, 2015

Date: 12/04/2015

Time: 11:45 am

Page: 10

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
05-64-4308	Office Supplies	363.78	0.00	

Check No.	50236	Total:	363.78
Total for	WEMORPH INC		363.78

Total Invoices: 41

Grand Total:	75,981.82
Less Credit Memos:	0.00
Net Total:	75,981.82
Less Hand Check Total:	0.00
Outstanding Invoice Total:	75,981.82

**TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
December 9, 2015**

Claims totaling \$75,981.82 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 _____

Debbie Pedro, 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

Sharon Hanlon

From: webmaster@portolavalley.net [mailto:webmaster@portolavalley.net]
Sent: Wednesday, November 11, 2015 11:04 AM
To: Sharon Hanlon <shanlon@portolavalley.net>
Subject: Portola Valley, CA Committee Application Trails / Doherty

A new entry to a form/survey has been submitted.

Form Name: Committee Application
Date & Time: 11/11/2015 11:04 AM
Response #: 20
Submitter ID: 644

Time to complete: 26 min. , 43 sec.

Survey Details

Page 1

Committee applications are submitted to Portola Valley's Town Clerk, Sharon Hanlon. Please feel free to forward a letter of interest or resume with your application as well. Sharon can be reached at (650) 851-1700 ex210, or you may email her at shanlon@portolavalley.net.

Name of committee which I am interested in serving on (please note that only committees currently seeking volunteers are listed):

Trails & Paths

Applicant Information

Full Name Alex Doherty
Email Address
Street Address 149 Corte Madera Rd
City/Zip Portola Valley, CA 94028
Number of years in Portola Valley 33

Home Phone
Other Phone Not answered

Preferred Phone Contact Number

Cell

I prefer to receive Town communications via

(O) E-mail (recommended)

Please 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.

Having grown up in Portola Valley, and now back in the area, I have developed a great appreciation for the access our trail system provides to open space areas. I would like to participate on the Trails & Paths Committee to help make sure our trails are accessible and maintained so others can enjoy them too.

I imagine most of my experience that may be useful to the committee will relate to organizing and getting the word out about events, or documenting/photographing the work that goes on so people know what it takes to keep our trails in good condition. My relevant background to these skills includes a degree in both photography and writing.

I am also willing and able to provide labor in clearing trails, performing preventative maintenance in problem areas, and interacting with other town representatives on issues that relate to committee interests. Some additional relevant background includes basic construction experience and work as a producer in a high tech environment, balancing priorities and budgets between multiple disciplines.

I have no relevant experience in town government, but feel I will learn quickly.

Thanks for your consideration!
Alex Doherty

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.

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 Committees.

Thank you,
Portola Valley, CA

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

TOWN COUNCIL WEEKLY DIGEST

Friday – November 13, 2015

1. Agenda (Action) – Town Council – Wednesday, November 11, 2015
2. Agenda (Special) – Conservation Committee – Tuesday, November 17, 2015
3. Agenda (Cancellation) – Planning Commission – Wednesday, November 18, 2015
4. Letter from Town Attorney Prince to Jane Wilson, newly appointed ASCC Commissioner
5. Report from San Mateo County Sheriff's Office – Incident Log for 10/28/15 – 11/08/15
6. Article from The Almanac re: Eshoo's Bills aim to lower volume on Airplane Noise
7. Invitation to Attend – City Council Reorganization for City of Menlo Park
8. Invitation to Attend – City Council Reorganization for City of East Palo Alto
9. Request for Support – City of San Mateo Mayor, Maureen Freschet to the San Mateo County Transportation Authority
10. Request for Reappointment – City of Pacifica, Councilmember Mary Ann Nihart to the San Mateo County Transportation Authority
11. Silicon Valley Community Foundation, 2014 Fiscal Year Financial Report

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. None



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council
 Wednesday, November 11, 2015
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

CALL TO ORDER AND ROLL CALL – 7:00 PM

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

Councilmember Richards – Absent

ORAL COMMUNICATIONS

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

None

1. ASCC COMMISSIONER INTERVIEWS AND APPOINTMENT

- (a) Jane Wilson
- (b) Rebecca Flynn
- (c) Megan Koch
- (d) Terry Lynn

Megan Koch and Jane Wilson were appointed to the ASCC 4-0

2. PLANNING COMMISSIONER INTERVIEWS AND APPOINTMENT

- (a) Judith Hasko
- (b) Emily Jagoda
- (c) Nicholas Targ

Judith Hasko and Nicholas Targ were appointed to the Planning Commission 4-0

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** – Special Town Council Meeting of October 28, 2015
4. **Approval of Warrant List** – November 11, 2015
5. **Appointment by Mayor** – Request for Appointment of Member to the Cable and Utilities Undergrounding Committee
6. **Recommendation by Interim Town Manager** – Resolution Approving a Quitclaim Deed for an Open Space Easement on APN: 077-242-210
 - (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving and Authorizing Execution of a Quit Claim Deed Between the Town of Portola Valley and Carl V. Larson, Jr. and Shirley S. Larson (Resolution No. 2678-2015)
7. **Recommendation by Interim Town Manager** – Extended Winter Closure for Town Hall

Item 3 – 7 Approved 4-0

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

8. **Recommendation by Town Clerk** – Draft Revisions to the Commission and Advisory Committee Handbook

Proposed Revisions approved as amended, with additional language stating “Committees are strongly encouraged to post their meeting minutes to the Town’s website” 4-0.

9. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Report by Town Council Members – Brief announcements or reports on items of significance for the entire Town Council arising out of liaison appointments to both in-town and regional committees and initiatives. *There are no written materials and the Town Council does not take action under this agenda item.*

Councilmember Wengert –

Trails & Paths Committee discussed the recently held town hike and welcomed an interested new applicant who will be appointed at the December 9th Town Council meeting.

Councilmember Hughes -

The November 2nd Parks & Recreation Committee did not have a quorum but did discuss the proposed horseshoe pit, to be located by sports courts. Bicycle Pedestrian & Traffic Safety Committee discussed sheriff’s reports, public works projects, flyers for Windy Hill parking lot and outreach to local groups regarding guest blog posts on local bicycle organization websites, and possible committee events for next year. Cable Committee has reached an impasse with PG&E regarding the undergrounding project and welcomed a new member, approved at tonight’s meeting. Councilmember Hughes also attended this year’s Connect 15 Conference.

Vice Mayor Derwin -

None

Mayor Aalfs –

Mayor Aalfs, Councilmember Hughes and Interim Town Manager Pedro attended the first Community Choice Energy community workshop, held on November 5th. There were twenty-one residents in attendance and heard mostly positive feedback.

WRITTEN COMMUNICATIONS

10. **Town Council Digest** – October 30, 2015

11. **Town Council Digest** – November 6, 2015

#8 Councilmember Hughes, under Fiscal Health Summary, requested clarification of the unreserved/spendable percentage of General Fund

ADJOURNMENT: 9:28 pm

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

SUBMITTAL OF AGENDA ITEMS

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

PUBLIC HEARINGS

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



TOWN OF PORTOLA VALLEY
Special Conservation Committee Meeting
Tuesday, November 17, 2015 – 9:00 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call Meeting to Order
2. Oral Communications – Introduce Susan Cope
3. Approval of October 20, 2015 minutes (October minutes were unavailable at time of packet distribution)
4. A. Site Permits:
 - a) 127 Ash
 - b) 20 Minoca
 - c) 1260 Westridge
 - d) 50 Iroquois
5. Old Business
 - A. BYH - DeStaebler
 - B. Tip of the month – Eastman
 - C. Guide to Town Center Plantings - Chiariello
 - D. Monarch waystations
 - E. Local Native seed collection - Plunder
 - F. Committee/Town cooperation
 - a) Trails
 - b) Cultural Arts – Library Project
 - c) Public Works
 - G. Our website – Plunder
 - H. Weed seedling info sheet – Heiple
 - I. Revised PV Ranch planting list - approve
 - J. Ban on poison bait - DeStaebler
6. New Business
 - a) Monthly Kudos
 - b) Elect Chair/Vice-Chair
7. Action Plan
8. Announcements – Next meeting January 26, 2016 7:30 pm
9. Adjournment



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: CheyAnne Brown, Planning Technician

DATE: November 13, 2015

RE: Cancelation of Planning Commission Meeting

The regular meeting of the Planning Commission scheduled for Wednesday, November 18, 2015 has been canceled. The next regular meeting of the Planning Commission is scheduled for Wednesday, December 2, 2015 at 7:00 p.m.

cc: Town Manager
Town Council
Town Planner
The Almanac

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

Date: November 13, 2015

CheyAnne Brown
Planning Technician

JORGENSEN, SIEGEL, McCLURE & FLEGEL, LLP
ATTORNEYS AT LAW

1100 ALMA STREET, SUITE 210
MENLO PARK, CALIFORNIA 94025-3392
(650) 324-9300
FACSIMILE (650) 324-0227
www.jsmf.com

WILLIAM L. McCLURE
JOHN L. FLEGEL
DAN K. SIEGEL
DIANE S. GREENBERG
JENNIFER H. FRIEDMAN
MINDIE S. ROMANOWSKY
DAVID L. ACH
LEIGH F. PRINCE
GREGORY K. KLINGSPORN

OF COUNSEL
KENT MITCHELL

RETIRED
JOHN D. JORGENSEN
MARGARET A. SLOAN

MARVIN S. SIEGEL
(1936 - 2012)

NICOLAS A. FLEGEL
KRISTINA A. FENTON
SARAH E. KERN
JENNIFER A. BEYERS
KIMBERLY B. SAMEK

November 12, 2015

Jane Wilson
557 Cresta Vista Lane
Portola Valley, CA 94028

Re: Appointment to Architectural and Site Control Commission (ASCC)

Dear Jane:

Congratulations on your recent appointment to the Town of Portola Valley Architectural and Site Control Commission (ASCC).

I am enclosing for your information copies of booklets that summarize two of the most important laws that affect government officials – the Ralph M. Brown Act, requiring meetings to be “open and public” and the Political Reform Act setting out what is considered a conflict of interest.¹ As both of these laws are complicated and many different factual situations can arise, I urge you to give me a call if you have any particular questions. Also, please give me a call if you have any legal questions about other matters.

Because you may receive reimbursement from the Town for expenses incurred in your official activities, such as field trips or pre-approved conferences, you are required to have two hours of ethics training every two years. The training involves Brown Act and conflict of interest issues, as well as other ethical concerns. You can ask Sharon Hanlon, Town Clerk, about the ethics courses.

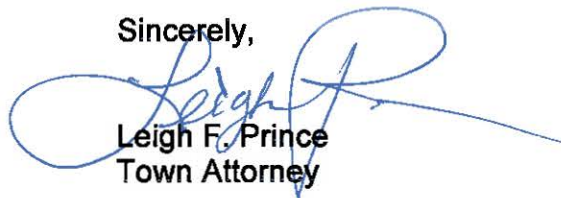
Please note that, as explained on page 8 of the booklet Open & Public IV, newly elected members of a legislative body who have not yet assumed office must conform to the requirements of the Brown Act as if already in office. Therefore, you should not discuss matters of Town business with more than one other member of the ASCC except at a scheduled meeting.

¹ Conflicts of interest are rare in the Town and occur primarily when a town official lives within 500 feet of a property that is under consideration.

Jane Wilson
November 12, 2015
Page 2

I look forward to working with you.

Sincerely,



Leigh F. Prince
Town Attorney

Enclosures

cc: Sharon Hanlon/Town Council (w/out Encl.) - Via Email
Acting Town Manager (w/ Encl.)



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.

Wednesday 10/28/15 Sunday 11/08/15

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
15-10252	10/28/15 10:47AM	100 Blk. Amherst Ave. North Fair Oaks	Obtain/Use Personal ID w/o Authorization	Unknown suspect(s) used the victim's personal information to make several fraudulent ATM transactions from a Wells Fargo in South Korea. The estimated loss is \$4,000. There is no suspect information at this time.
15-10253	10/28/15 10:48AM	2600 Blk. El Camino Real North Fair Oaks	Embezzled Leased or Rented Vehicle	The Branch Manager for Hertz Rental Car sent the suspect a certified letter demanding the return of a rented vehicle. After no response from the suspect, the Branch Manager reported the vehicle stolen.
15-10257	10/28/15 11:48AM	1500 Blk. Portola Rd. Woodside	Traffic Accident	Party #2 was stopped with her left turn indicator on waiting to make a legal left hand turn into a driveway. Party #1 was traveling at an unsafe speed southbound Portola Road. As a result, Party #1 rear ended Party #2.

15-10267	10/28/15 1:57PM	2900 Blk. Woodside Rd. Woodside	Personate to Get Money	The victim stated that Verizon Wireless contacted him about his bill at which time the victim learned that an unknown suspect purchased a cell phone on his Verizon Wireless account. The victim stated that he would not be held accountable for the fraudulent charges after he filed the fraud report with law enforcement. There are no known suspects or loss at this time.
15-10279	10/28/15 9:28PM	300 Blk. Semicircular Rd. North Fair Oaks	Burglary	Deputies were dispatched to a report of a past residential burglary. Upon arrival deputies met with the victim who stated that someone entered her home and stole \$2,100.00 worth of jewelry. There were no signs of forced entry.
15-10298	10/29/15	Woodside Under 280 Woodside	Traffic Accident	Vehicle #2 was traveling westbound Woodside Road approaching Highway 280. Vehicle #2 slowed down as he was approaching a solid red light. Vehicle #1 was traveling westbound Woodside Road, and was changing from lane number 2 to the number 1 lane. After he changed lanes, he rear ended vehicle #2. Vehicle #2 sustained moderate damage to the rear end, and was able to drive away after the investigation. Vehicle #1 sustained major front end damaged and was towed per owner's request.
15-10302	10/29/15 2:44PM	200 Blk. Golden Oak Dr. Portola Valley	Personate to Get Money	A deputy was dispatched to Golden Oak Drive in Portola Valley on the report of an identity theft. Upon arrival the deputy met with the victims who stated that they received a letter in the mail from Orbitz containing an active credit card in their name that they did not apply for. They also stated that they were notified by the IRS that someone filed taxes using their personal information without their permission or authorization.
15-10352	10/31/15	100 Blk. Vasilakos Way	Under the Influence of	John Dorfmaier from West Menlo Park was arrested for being

	9:23AM	West Menlo Park	Alcohol/Drugs	drunk in public. Dorfmaier was transported and booked into the San Mateo County Jail and would be released when sober.
15-10397	11/02/15 9:23AM	1100 Blk. Moore Rd. Woodside	Stolen Vehicle	The R/P stated that he parked his unlocked vehicle with the keys left inside the directly in front of the residence. The next morning the R/P's daughter went to use the vehicle to go to school and found that it was not in the driveway. The R/P realized that the vehicle had been stolen and called 911 to report the loss.
15-10417	11/02/15 4:57PM	4200 Blk. FarmHill Blvd. Woodside	Traffic Accident – No Injuries	Vehicle #1 was traveling on the Canada College campus when she collided with two metal fence posts on the west side of the roadway.
15-10475	11/03/15 10:50PM	3000 Blk. Woodside Rd. Woodside	Burglary	An unknown suspect broke the front right window of the victim's vehicle. The unknown suspect stole a bag that contained an Apple laptop computer, watch and misc. clothes. The stolen property was valued at approximately \$2,380 dollars.
15-10488	11/04/15 11:46AM	1800 Blk. Camino De Los Robles West Menlo Park	Attempted Burglary	Unknown suspect(s) attempted to break into a rear door to a residence on the 1800 Blk. of Camino De Los Robles. Deputies responded to find all doors and windows locked and secured but found a single broken window at the rear of the residence. Deputies searched the residence and found no one to be inside. The victim arrived on scene and found nothing to be missing or out of place.
15-10542	11/05/15 3:19PM	100 Blk. Foxhill Rd. Woodside	Burglary	The victim discovers money missing from his wallet over the course of two to three weeks while he is at a jobsite on Foxhill Rd. The victim estimates the loss at \$300.00-\$500.00.
15-10553	11/06/15	5 th Ave. / Spring Street	Violation of Parole	A deputy conducted a traffic stop of a vehicle and made

	11:38PM	North Fair Oaks		contact with Abran Maciel from Redwood City and Darien Rodriguez-Peralta from Redwood City. A records check of Maciel revealed him to be on CDC Parole with gang terms. A records check of Rodriguez-Peralta revealed him to be on supervised County Probation with search and seizure as well as gang terms. Both subjects were refrained from associating with known gang members. Maciel was arrested, transported and booked into the Maguire Correctional Facility for violating his Parole terms and conditions. Rodriguez-Peralta was arrested, transported, and booked into the San Mateo County Jail for violating his County Probation terms and conditions.
15-10599	11/07/15 1:32AM	Moore Rd / Woodside Rd. Woodside	-Warrant Arrest -DUI Alcohol/Drugs -Driver w/o License	Mario Gomez from Hayward was arrested for driving under the influence of alcohol and having an outstanding warrant in the amount of \$10,000.00 out of Alameda County Sheriff's Office. His vehicle was towed. He was transported and booked into the San Mateo County Jail.
15-10609	11/07/15 12:11PM	700 Blk. W. California Way Woodside	Obtain/Use Personal ID w/o Authorization	The victim stated that he was recently notified by the Internal Revenue Service that an unknown suspect used his and his wife's social security numbers and address to file a fraudulent 2014 tax return. The victim needed a report in order to file a fraud report with the Internal Revenue Service and the credit bureaus.
15-10621	11/08/15 1:54AM	Berkshire Ave. / Middlefield Rd. North Fair Oaks	-Bring Controlled Substance into Jail -Possession of Narcotic Controlled Substance -Sheriff's Office Misdemeanor Warrant	Eduar Melendrez from Redwood City was contacted as a passenger in a vehicle during a traffic stop. Melendrez had a \$7,500.00 misdemeanor warrant out of Redwood City P.D. for driving under the influence of alcohol and for driving with a suspended license. Melendrez was arrested, transported and booked into the Maguire Correctional Facility. While at the Maguire Correctional Facility, Melendrez was found to have a

				useable amount of suspected cocaine hidden on his person.
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<http://almanacnews.com/news/print/2015/11/09/eshoos-bills-aim-to-lower-volume-on-airplane-noise>

Uploaded: Mon, Nov 9, 2015, 2:27 pm

Eshoo's bills aim to lower volume on airplane noise

Congresswoman proposes reforms to Federal Aviation Administration, re-opening of EPA's Office of Noise Abatement and Control

by Gennady Sheyner

Responding to an upswell of concern from local residents about increasing airplane noise, U.S. Rep. Anna Eshoo on Nov. 6 unveiled a pair of bills that she said she hopes will restore some peace to local skies.

Both of Rep. Eshoo's bills propose reforms to the federal agencies charged with monitoring and mitigating airplane noise. One, known as the Quiet Community Act, would re-establish the Office of Noise Abatement and Control, which was created by Congress in 1972, and remained in effect before getting defunded in 1982 during the Reagan administration.

At that time, the White House argued that noise issues were best handled at the state or local government level, according to the Environmental Protection Agency (EPA). Funding for the EPA office was phased out in 1992.

Rep. Eshoo's second proposed bill, known as the FAA Community Accountability Act, would require the Federal Aviation Administration (FAA) to work with local communities to limit noise impacts any time new flights are being planned or implemented.

Atherton City Council member Mike Lempres, who is one of the town's representatives on the San Francisco Airport/Community Roundtable, which focuses on airport noise, said, "Rep. Eshoo has done a great job of bringing attention to the problem of noise near airports and flight paths. Anything that brings attention to the problem helps," he said.

Mr. Lempres also serves on a working group focused on noise problems from the San Carlos Airport, the facility used by Surf Air planes; Surf Air has been the target of many Peninsula residents, including Atherton and Fair Oaks, complaining of a dramatic increase in noise during the last few years.

"Rep. Eshoo is absolutely right about the need to bring transparency to the FAA's noise measurement and abatement processes. The current FAA process does not work for residents," Mr. Lempres said.

Both proposed acts were prompted by the soaring number of complaints from local communities about the new flight plans recently implemented by the FAA as part of its transition to the Next Generation Air Transportation System, known as NextGen.

The effort, which aims to standardize arrival and departure routes through the use of GPS-based technologies, has created what residents say amounts to highway lanes over Palo Alto, Menlo Park, Portola Valley, Woodside and other local communities, with flights now flying in greater numbers and at lower altitudes.

In August, the Palo Alto council passed a resolution requesting that the FAA mitigate the noise impacts of aircrafts caused by the project and that it immediately raise the altitude of all flight paths over the city and redesign flight paths so that "noise burden is borne equitably by all communities that benefit

from air travel."

The resolution pointed to the steeply rising number of complaints submitted from Palo Alto residents to the San Francisco Airport Noise Abatement Office over the past year. The number went from 60 in June 2014 to 2,733 in June 2015. Other communities that are now seeing more airplane noise because of the redesigned path are Los Gatos and the Summit/Skyline area, according to the city's resolution.

Rep. Eshoo's proposed bills don't spell out a remedy for the airplane noise; instead, they propose new rules that would require both the FAA and the EPA to study the topic and consider mitigations.

According to Ms. Eshoo's announcement, the Quiet Community Act would restore the Office of Noise Abatement and Control and require the Administrator of the EPA to evaluate the effectiveness of FAA's noise-measurement methods, health impact thresholds and abatement programs.

The FAA Community Accountability Act would go a step further and require the FAA to "reconsider existing routes that are exposing residents to unacceptably high levels of aviation noise." This bill would also create a new community ombudsman in each FAA region to monitor the impact of NextGen implementation and make policy recommendations to the FAA and Congress.

In a statement, Rep. Eshoo said that because of NextGen, "constituents throughout my congressional district and our region are being subjected to increased jet engine noise."

"The bills I've introduced require the FAA to plan with communities when implementing NextGen, and restore the EPA's Office of Noise Abatement and Control which was defunded more than three years ago," said Rep. Eshoo, who is a founding member of the Quiet Skies Caucus. "With this legislation we can mitigate unacceptably high levels of aircraft noise, while continually modernizing our aviation system."

While Ms. Eshoo is pursuing the federal legislation, Palo Alto officials are moving ahead with their own efforts to gather information about the issue of airplane noise.

In late August, the City Council directed staff to issue a request for proposals for a technical study for analyzing aircraft noise over Palo Alto. The study will also include recommendations for reducing the noise.

Staff was directed to return to the council with results of the request for proposals by no later than the end of 2015.

Barbara Wood contributed to this report.



CITY COUNCIL REORGANIZATION

TO SELECT

*Mayor and
Mayor Pro Tem*

AND RECOGNIZE OUTGOING
MAYOR CATHERINE CARLTON

WHEN *December 1, 2015
at 7:00 p.m.*

WHERE *City Council
Chambers
701 Laurel St
Menlo Park, CA*

menlopark.org



#8

You are cordially invited to the
City of East Palo Alto's Reorganization

to be present for the selection of the City's

Mayor and Vice Mayor
on

Tuesday, December 1, 2015
7:30 p.m.

City Hall - Council Chamber
2415 University Avenue
East Palo Alto, CA 94303

Reception to follow

Please contact Terrie Gillen at tgillen@cityofepa.org or (650) 853-3127 to RSVP.

OFFICE OF THE MAYOR



330 West 20th Avenue
San Mateo, California 94403-1338
Telephone (650) 522-7048
FAX: (650) 522-7041
www.cityofsanmateo.org

November 9, 2015

Re: Appointment to the San Mateo County Transportation Authority

Dear Honorable Mayor and City Council Colleagues,

I am deeply gratified for the widespread encouragement I have received to pursue the vacant seat on the San Mateo County Transportation Authority representing the Central Judicial Cities. I am excited at the prospect of representing you and serving the citizens of San Mateo County on this important body dealing with the pressing issue of our time. With your support, I will enthusiastically commit myself to addressing our shared challenges and seeking long-range solutions that will benefit all of our communities and make San Mateo County a transportation model for the Bay Area.

My tenure on the Planning Commission and City Council and as Mayor of San Mateo this year have been marked by a compelling interest in the causes of the strangling traffic congestion and the dramatic impacts such congestion is having on commerce, the environment, and the quality of life we enjoy on the Peninsula and on our Coast. Having just spent weeks going door-to-door during a successful reelection campaign, I am acutely aware that traffic congestion is a primary concern of our residents. While San Mateo sits at the crossroads of our major highways, and feels the impacts keenly, this is clearly a regional issue affecting all of us, and requires regional solutions. I am very eager to be actively engaged in that process.

I am fortunate that my recent professional retirement permits me to devote the necessary time to this significant role, and I welcome the opportunity to participate in the critical work of the TA including reductions in commute corridor congestion, programs to meet the mobility needs of our disabled communities, providing mobility alternatives that will help reduce single occupant vehicle usage, improving mass transit and expanding bicycle and pedestrian access throughout our County.

My work on numerous local and County-wide initiatives, including affordable housing and other difficult issues of the day, has demonstrated my effectiveness as a consensus builder and someone who works collaboratively with an inclusive approach that considers all of the stakeholders. While a Planning Commissioner, I reviewed and recommended approval of key elements of the San Mateo Rail Corridor Transit Oriented Development Plan. That plan centers around the need for effective rail service in San Mateo County. My service on the Grand Boulevard Initiative is a parallel effort to successfully work together as a regional body to develop and implement strategies for the revitalization of the El Camino Corridor and the sustainability of the surrounding communities. These activities have at their heart the essential need to expand and enhance our transportation network.

The City of San Mateo is grateful to the SMCTA for the numerous improvements and upgrades they have spearheaded to benefit our County. We have been well served by Terry Nagel from Burlingame for the past five years, and I would be deeply honored by your appointment to succeed her in the Central Cities seat on the Transportation Authority Board. Please feel free to call me at (650) 520-3070 or email me at mfreschet@cityofsanmateo.org if you would like to discuss my candidacy.

I sincerely appreciate your support.

Maureen Freschet
Mayor of San Mateo



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

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

MAYOR
Karen Ervin

MAYOR PRO TEM
Sue Digre

COUNCIL
Mary Ann Nihart
Mike O'Neill
John Keener

November 6, 2015

Dear Colleagues:

For the past year it has been my honor to represent the cities of San Mateo County as the At-Large representative to the SMC Transportation Authority (TA), finishing the term previously held by Naomi Patridge, Councilmember from Half Moon Bay. As with each new position, there is a learning curve and despite my previous transportation and regional planning experience, there is always more to know. Now, I am asking for your support to utilize that knowledge and continue our work as your at-large representative for SMCTA.

As funding and other assets 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. As your representative, I have supported a renewed effort to re-evaluate our strategic plan, devising improved criteria for project evaluation to support the very best use of our resources for all of us. 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 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 RICAPS, for which we received a Beacon Partners Award at the 2015 League of California Cities Conference, 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 your representative on the Board of Directors for the San Mateo County Transportation Authority.

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

All my best,

A handwritten signature in black ink that reads "Mary Ann Nihart". The signature is written in a cursive style with a large, prominent "M" and "A".

Mary Ann Nihart
Councilmember, City of Pacifica
nihartm@ci.pacifica.ca.us
(650) 784-9141

TOWN COUNCIL WEEKLY DIGEST

Friday – November 20, 2015

1. Agenda – ASCC – Monday, November 23, 2015
2. Agenda (Cancellation) – Conservation Committee – Tuesday, November 24, 2015
3. Thanksgiving Holiday Closure for Town Hall – Thursday, November 26 & Friday, November 27, 2015
4. Invitation to Attend – City Council Reorganization for City of Belmont
5. Invitation to Attend – City Council Reorganization for City of Brisbane
6. Invitation to Attend – City Council Reorganization for City of Colma
7. Invitation to Attend – City Council Reorganization for City of Foster City
8. Invitation to Attend – City Council Reorganization for City of Half Moon Bay
9. Request for Reappointment – Daly City Council Member David Canepa to the Bay Area Quality Management District Board of Directors (BAAQMD)

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. Invitation from Local Government Commission to attend the *Business of Local Energy Symposium* – Friday, March 4, 2016



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, November 23, 2015
7:00 PM – Regular ASCC Meeting
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

7:00 PM – REGULAR AGENDA*

1. Call to Order:
2. Roll Call: Commissioners Breen, Clark, Koch, Sill and Chair Ross
3. Election of Vice Chair:
4. 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.

5. New Business:
 - a. Architectural Review for Addition and Remodeling and Swimming Pool, File # 18-2014, 180 Golden Oak Drive, Kunkel Residence (Staff: C. Borck)
6. Commission and Staff Reports:
7. Approval of Minutes: October 26, 2015
8. Adjournment:

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

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

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

ASSISTANCE FOR PERSONS WITH DISABILITIES

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

PUBLIC HEARINGS

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

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

Date: November 19, 2015

CheyAnne Brown
Planning Technician



**Town of Portola Valley
Conservation Committee Meeting
Notice of Cancellation
Tuesday, November 24, 2015**

**CONSERVATION COMMITTEE
MEETING CANCELLATION NOTICE**

The regular meeting of the Conservation
Committee scheduled for Tuesday,
November 24th, 2015 has been cancelled

PORTOLA VALLEY TOWN HALL



WILL BE CLOSED

THURSDAY, NOVEMBER 26 &
FRIDAY, NOVEMBER 27, 2015

FOR THE THANKSGIVING HOLIDAY



IN CASE OF EMERGENCY: SHERIFF'S OFFICE: 911

*Belmont City Council
Reorganization*



Mayor David Braunstein and the Belmont City Council cordially invite you to attend a ceremony recognizing outgoing Councilmembers

David Braunstein and Cathy Wright, and the swearing in of new Councilmembers Doug Kim and Davina Hurt and Terri Cook, City Clerk and John Violet, City Treasurer for the 2015-2019 term.

The City Council will also select a new Mayor and Vice Mayor for 2016

*Tuesday, December 8, 2015
6:30 p.m.*

Reception Following

*Belmont City Hall Council Chambers
One Twin Pines Lane
Belmont, CA 94002*



*The Brisbane City Council
cordially invites you to attend
its Reorganization Meeting*

*to say Thank You and Farewell to
Councilmember Raymond Miller
after almost 16 years of service*

to swear in the newly elected Councilmembers

*and for the selection of the next
Mayor and Mayor Pro Tem*

Tuesday, December 8, 2015 - 7:30 P.M.

*Brisbane City Hall Community Room
50 Park Place, Brisbane, CA 94005*

Refreshments will be served



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

Tuesday, December 1, 2015
6:30 p.m.

Colma Community Center
1520 Hillside Boulevard
Colma, California



City Council

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



Cake and Coffee Reception Immediately Following

Please call 650-997-8300 or email ccorley@colma.ca.gov to RSVP



City of Foster City Reorganization

The City of Foster City invites you to bid adieu to Mayor Art Kiesel and Councilmember Steve Okamoto and welcome re-elected Councilmember Herb Perez and newly elected Councilmembers Sam Hindi and Catherine Mahanpour

A new Mayor and Vice Mayor will also be selected

Monday, December 7, 2015
6:30 pm

Foster City Council Chambers
620 Foster City Boulevard
Foster City, California

Join us for a reception immediately following the meeting

For more information, contact the City Clerk at 650-286-3250 | RSVP not necessary





CITY OF HALF MOON BAY REORGANIZATION MEETING

*The City of Half Moon Bay
cordially invites you to attend its
Reorganization Meeting
where the Mayor and Vice Mayor
for 2016 will be selected.*

*Tuesday, December 1, 2015
7:00 p.m.*

*Ted Adcock Community/Senior Center
535 Kelly Avenue
Half Moon Bay, CA 94019*

*Light refreshments will be available immediately
following the ceremony.*

RAYMOND A. BUENAVENTURA
DAVID J. CANEPA
JUDITH A. CHRISTENSEN
MICHAEL P. GUINGONA
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 19, 2015

RE: City Selection Committee Appointment to Bay Area Air Quality Management District (BAAQMD)

Dear Honorable Mayor and City Council Members:

I write to request your consideration and support for my reappointment as the San Mateo County representative to the Bay Area Air Quality Management District Board of Directors. It has been an honor and privilege to serve the residents of San Mateo County on the Air District Board for the last year.

During those 12 months, I have worked diligently to represent the collective interest of San Mateo County cities and our residents to address the growth of harmful vehicular emissions and other industrial pollutants. Managing air quality in this region is of significant importance to me, and I know to each of you. The ever-increasing population in our region has a direct impact on traffic growth and congestion which contributes to increased harmful emissions. Thus, I have been committed to ensuring the effective alignment of air quality improvement goals and strategies to reduce harmful emissions.

Among the accomplishments during the past year that the BAAQMD Board and I are proud to share are the following:

- Allocated \$14M to accelerate electric vehicle fleet incentives, including the purchase of new plug-in electric heavy-duty vehicles and electric buses, neighborhood electric vehicles and electric motorcycles, and expansion of the Bay Area's network of electric charging stations at workplaces, multi-family developments, and key public locations. Of course, the Air District is committed to encouraging electric vehicle adoption by public agencies and developing a regional network of charging stations where the electric vehicle users can conveniently recharge, making electric vehicles a viable fleet option.
- Authorized \$20M to support the CalTrain electrification project which aims to reduce the impact of this important regional transportation system to zero emissions along the 51 mile corridor between San Francisco and San Jose. The Air District's funding contribution toward this \$1.53B project is made possible through the Mobile Source Incentive Fund, which is collected from a \$2 fee on motor vehicles registered in the Bay Area.

RE: City Selection Committee Appointment to Bay Area Air Quality Management District (BAAQMD)

November 19, 2015

Page 2 of 2

- Developed and approved a Climate Strategy to achieve a 20% reduction in harmful greenhouse gasses.
- Established a Regional Bike Sharing Program that will encourage the use of bicycles as an alternative form of transportation by making bicycles readily accessible to potential riders.

These and other efforts that the Air District Board will undertake in the coming year offer the potential for many improved air quality benefits to San Mateo County cities. I am deeply committed to being our regional voice on the Air District Board and ensuring that San Mateo County and its cities are the recipients of an equitable allocation of funds for projects that benefit our residents.

Thank you in advance for your kind consideration of my reappointment to the Bay Area Air Quality Management District Board of Directors. You have my ongoing commitment to protect the public's health, to enhance air quality in our region and to address global climate change by encouraging additional activities to reduce harmful greenhouse gasses in the Bay Area.

Sincerely,

A handwritten signature in black ink that reads "David J. Canepa". The signature is written in a cursive style with a large, looped initial "D".

David J. Canepa
Councilmember

TOWN COUNCIL WEEKLY DIGEST

Wednesday – November 25, 2015

1. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, December 2, 2015
2. Agenda – Water Conservation Committee – Wednesday, December 2, 2015
3. Agenda (Cancelation) – Planning Commission – Wednesday, December 2, 2015
4. Peninsula Humane Society & SPCA – Shelter Services Report for October
5. San Mateo County Council of Cities Dinner/Meeting Announcement – December 18, 2015
6. Invitation from Woodside Fire Protection District to Special Training Event by PG&E re: Powerline Safety
7. Invitation to Attend – City Council Reorganization for City of Burlingame
8. Invitation to Attend – City Council Reorganization for City of Millbrae
9. Invitation to Attend – City Council Reorganization for City of San Carlos
10. Invitation to Attend – Leadership and Recognition of Service for Former Mayor and Council Member Barbara Pierce, City of Redwood City

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. Invitation to HIP Housing's Holiday Celebration – Wednesday, December 9, 2015



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, December 2, 2015 – 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 4, 2015 meeting
4. Sheriff's Report –
 - 1) Accidents and Citations
 - 2) Updated requests for Law enforcement presence, as required School and school crossing locations
5. Public Works Report:
6. General Items:
 - 1) Update on Wind Hill parking situation – Parking request cards
7. Update on Outreach, events & teaching programs:
 - 1) Outreach to Cycle groups SVBC to highlight Town Roadway improvements for bicycle accommodation. Initial conversation has resulted in invitation from SVBC to start a blog. Proposal to Assign a Committee member to draft a statement for review, ahead of circulation.
 - 2) Also a suggestion has arisen to seek status as a "Bicycle Friendly Community" through the League of American Bicyclists
 - 3) Pat Baenan (Former BPTS member) approached the committee seeking assistance with materials for the next Bike to Work Day event. See Appendix A, request emails. UPDATED Request
8. Matters Arising:
9. Time and Date for January 2016 meeting
10. Adjournment



TOWN OF PORTOLA VALLEY
Water Conservation Committee
Wednesday Dec. 2, 2015 3:00 PM to 5:00 PM
Town Hall, Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

- 1. Call To Order**
- 2. Roll Call**
- 3. Oral Communications**
- 4. Approval of minutes – November 3, 2015**
- 5. Old Business:**
 - a. H2Oknow tool**
 - b. Lawn watering reduction program**
 - c. Review actual water conservation results from October**
 - d. PSAs**
 - e. WELO**
 - f. Green building ordinance – Proposal for Rainwater**
- 6. New Business:**
 - a. Indoor Conservation Efforts**
 - b. Smart Irrigation Controller program**
 - c. Review of 2015 goals and accomplishments**
 - d. Committee Membership and Officers for 2016**
- 7. Announcements**
- 8. Set Date and Topics for next meeting**
- 9. Adjournment**

Rebecca to act as Secretary for this meeting



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: CheyAnne Brown, Planning Technician

DATE: November 25, 2015

RE: Cancellation of Planning Commission Meeting

The regular meeting of the Planning Commission scheduled for Wednesday, December 2, 2015 has been canceled. The next regular meeting of the Planning Commission is scheduled for Wednesday, December 16, 2015 at 7:00 p.m.

cc: Town Manager
Town Council
Town Planner
The Almanac

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

Date: November 25, 2015

CheyAnne Brown
Planning Technician



Peninsula Humane Society & SPCA

12 Airport Blvd
San Mateo, CA 94401
650/340.7022

Shelter Services Report

Jurisdiction: PORTOLA VALLEY for the period of 10/1/2015 to 10/31/2015.

Dogs	0	0.00%	The numbers to the left are the number of animals outcomed for this jurisdiction.
Cats	3	0.94%	
Other	0	0.00%	
Wildlife	11	1.50%	The percentages to the left are percentages of the total number of animals outcomed from all jurisdictions combined.
Total	14	0.96%	

	Dogs		Cats		Other		Wildlife		Total	
Stray	0	0.00%	1	33.33%	0	0.00%	11	100.00%	12	85.71%
Owned	0	0.00%	2	66.67%	0	0.00%	0	0.00%	2	14.29%
Other Agency	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

Adopted	0	0.00%	2	100.00%	0	0.00%	0	0.00%	2	40.00%
RTO - Release - Transfer	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Euth: Healthy	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Euth: Treatable	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Euth: Untreatable	0	0.00%	0	0.00%	0	0.00%	3	100.00%	3	60.00%

DOA - Died	0	0.00%	1	100.00%	0	0.00%	8	100.00%	9	100.00%
Owner Requested Euthanasia	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%



Peninsula Humane Society & SPCA

12 Airport Blvd
San Mateo, CA 94401
650/340.7022

Field Services Report

Jurisdiction: PORTOLA VALLEY for the period of 10/1/2015 to 10/31/2015.

The percentages listed show the percentage of PHS's work in PORTOLA VALLEY that call type represents.

Total Activities for jurisdiction PORTOLA VALLEY		10
Dead Animal Calls	50.00%	5
Sick/Injured Animal Calls	30.00%	3
Field Euthanasias	20.00%	2
Aggressive Animal Calls	0.00%	0
Aggressive Animal Complaint	0.00%	0
Animal Rescue Calls (e.g. Large Animals/Drain/Fireplace/Etc.)	0.00%	0
Assist Police/Fire	0.00%	0
Assist Public	0.00%	0
Confined at Police Department	0.00%	0
Confined Dogs/Cats/Other Domestic Animals	0.00%	0
Field Returns of Domestic Animals	0.00%	0
Misc. Service (e.g. Health Dept Rabies Testing/Fuel)	0.00%	0
Municipal Code Complaint	0.00%	0
Owner Surrender Calls of Live/Dead Animals	0.00%	0
Property Inspections	0.00%	0
Protective Custody	0.00%	0
Quarantines of Dogs/Cats/Other Domestic Animals	0.00%	0
Stray Animal Calls	0.00%	0
Traffic Hazard Animal Calls	0.00%	0
Transport Animal/Trap/Other	0.00%	0

* As a reminder, the county contract excludes welfare checks and animal cruelty investigations, which are paid for by donations.



Peninsula Humane Society & SPCA

12 Airport Blvd
San Mateo, CA 94401
650/340.7022

Shelter Services Report

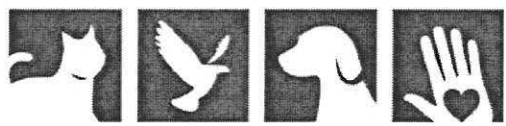
Jurisdiction: ALL JURISDICTIONS for the period of 10/1/2015 to 10/31/2015.

Dogs	297	100.00%	The numbers to the left are the number of animals outcomed for this jurisdiction.
Cats	320	100.00%	
Other	114	100.00%	The percentages to the left are percentages of the total number of animals outcomed from all jurisdictions combined.
Wildlife	732	100.00%	
Total	1,463	100.00%	

	Dogs		Cats		Other		Wildlife		Total	
Stray	188	63.30%	228	71.25%	69	60.53%	664	90.71%	1,149	78.54%
Owned	107	36.03%	81	25.31%	39	34.21%	0	0.00%	227	15.52%
Other Agency	2	0.67%	11	3.44%	6	5.26%	68	9.29%	87	5.95%

Adopted	96	43.24%	148	69.16%	46	51.69%	0	0.00%	290	32.69%
RTO - Release - Transfer	101	45.50%	17	7.94%	36	40.45%	155	42.82%	309	34.84%
Euth: Healthy	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Euth: Treatable	1	0.45%	0	0.00%	0	0.00%	0	0.00%	1	0.11%
Euth: Untreatable	24	10.81%	49	22.90%	7	7.87%	207	57.18%	287	32.36%

DOA - Died	20	26.67%	81	76.42%	10	40.00%	370	100.00%	481	83.51%
Owner Requested Euthanasia	55	73.33%	25	23.58%	15	60.00%	0	0.00%	95	16.49%



Peninsula Humane Society & SPCA

12 Airport Blvd
San Mateo, CA 94401
650/340.7022

Field Services Report

Jurisdiction: ALL JURISDICTIONS for the period of 10/1/2015 to 10/31/2015.

The percentages listed show the percentage of PHS's work in ALL JURISDICTIONS that call type represents.

Total Activities for jurisdiction ALL JURISDICTIONS		1,433
Dead Animal Calls	21.21%	304
Sick/Injured Animal Calls	20.03%	287
Quarantines of Dogs/Cats/Other Domestic Animals	17.45%	250
Stray Animal Calls	7.82%	112
Misc. Service (e.g. Health Dept Rabies Testing/Fuel)	6.63%	95
Confined Dogs/Cats/Other Domestic Animals	6.21%	89
Aggressive Animal Complaint	5.30%	76
Municipal Code Complaint	4.95%	71
Property Inspections	2.93%	42
Field Euthanasias	1.81%	26
Animal Rescue Calls (e.g. Large Animals/Drain/Fireplace/Etc.)	1.54%	22
Confined at Police Department	1.19%	17
Protective Custody	0.98%	14
Aggressive Animal Calls	0.70%	10
Owner Surrender Calls of Live/Dead Animals	0.42%	6
Transport Animal/Trap/Other	0.42%	6
Field Returns of Domestic Animals	0.35%	5
Assist Public	0.07%	1
Assist Police/Fire	0.00%	0
Traffic Hazard Animal Calls	0.00%	0

* As a reminder, the county contract excludes welfare checks and animal cruelty investigations, which are paid for by donations.

Date Generated:

11/18/2015

Breakdown Report – San Mateo Co, CA

Activity from 10/1/15 through 10/31/15

Zip/Jurisdiction	Total Revenue	Dog		Cat		No Fee	License Total	Replacement & Transfer	Late Fees	Misc Revenue	Except
		1-Year	3-Year	1-Year	3-Year						
ATHERTON	\$620.00	22	3	0	0	0	25	0	5	0	4
		\$282.00	\$191.00	\$0.00	\$0.00	\$0.00	\$473.00	\$0.00	\$100.00	\$0.00	\$47.00
BELMONT	\$3,410.50	103	14	58	5	2	182	0	33	3	14
		\$1,892.00	\$477.00	\$283.00	\$75.00	\$0.00	\$2,727.00	\$0.00	\$517.00	\$8.50	\$158.00
BRISBANE	\$486.00	14	2	3	0	0	19	0	8	0	4
		\$238.00	\$55.00	\$5.00	\$0.00	\$0.00	\$298.00	\$0.00	\$147.00	\$0.00	\$41.00
BURLINGAME	\$4,055.25	120	16	2	1	1	140	0	34	2	21
		\$2,364.00	\$532.00	\$0.00	\$11.25	\$0.00	\$2,907.25	\$0.00	\$667.00	\$11.00	\$470.00
COLMA	\$135.00	4	0	0	0	0	4	0	0	0	1
		\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$55.00
COUNTY	\$6,874.00	177	27	44	12	0	260	1	75	4	38
		\$3,231.00	\$1,096.00	\$260.00	\$185.00	\$0.00	\$4,772.00	\$8.00	\$1,214.00	\$33.00	\$847.00
DALY CITY	\$7,070.00	190	31	9	0	2	232	0	46	4	28
		\$4,179.00	\$1,344.00	\$63.00	\$0.00	\$0.00	\$5,586.00	\$0.00	\$920.00	\$13.00	\$551.00
EAST PALO ALTO	\$939.00	23	2	3	0	0	28	0	3	0	4
		\$640.00	\$110.00	\$21.00	\$0.00	\$0.00	\$771.00	\$0.00	\$60.00	\$0.00	\$108.00
FOSTER CITY	\$2,868.75	102	13	3	0	0	118	0	24	1	8
		\$1,713.00	\$555.00	\$19.00	\$0.00	\$0.00	\$2,287.00	\$0.00	\$480.00	\$5.00	\$96.75
HALF MOON BAY	\$2,283.00	64	13	9	0	0	86	0	18	1	9
		\$1,296.00	\$454.00	\$56.00	\$0.00	\$0.00	\$1,806.00	\$0.00	\$360.00	\$5.00	\$112.00
HILLSBOROUGH	\$2,213.25	67	13	11	4	0	95	1	13	2	10
		\$1,265.00	\$374.00	\$66.00	\$63.75	\$0.00	\$1,768.75	\$8.00	\$247.00	\$12.50	\$177.00
MENLO PARK	\$3,242.00	82	16	3	0	0	101	1	30	2	13
		\$1,394.00	\$882.00	\$19.00	\$0.00	\$0.00	\$2,295.00	\$8.00	\$587.00	\$52.00	\$300.00
MILLBRAE	\$2,023.00	55	13	10	0	0	78	0	18	1	13
		\$1,040.00	\$471.00	\$40.00	\$0.00	\$0.00	\$1,551.00	\$0.00	\$308.00	\$6.00	\$158.00
OTHER	\$49.00	2	0	0	0	0	2	0	0	0	1
		\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$9.00
PACIFICA	\$6,451.50	200	27	8	4	0	239	0	46	5	33
		\$3,776.00	\$1,059.00	\$64.00	\$57.50	\$0.00	\$4,956.50	\$0.00	\$920.00	\$36.00	\$539.00
PORTOLA VALLEY	\$1,143.25	37	1	7	1	0	46	0	11	1	12
		\$548.00	\$23.00	\$47.00	\$11.25	\$0.00	\$629.25	\$0.00	\$207.00	\$10.00	\$297.00

Breakdown Report – San Mateo Co, CA

Activity from 10/1/15 through 10/31/15

Zip/Jurisdiction	Total Revenue	Dog		Cat		No Fee	License Total	Replacement & Transfer	Late Fees	Misc Revenue	Except
		1-Year	3-Year	1-Year	3-Year						
REDWOOD CITY	\$10,735.75	279	42	76	16	1	414	3	107	5	64
		\$5,231.00	\$1,978.00	\$443.00	\$257.75	\$0.00	\$7,909.75	\$18.00	\$1,672.00	\$25.00	\$1,111.00
SAN BRUNO	\$4,451.00	117	21	9	0	2	149	1	32	1	22
		\$2,208.00	\$981.00	\$45.00	\$0.00	\$0.00	\$3,234.00	\$8.00	\$627.00	\$10.00	\$572.00
SAN CARLOS	\$4,416.25	154	23	18	1	0	196	1	38	1	19
		\$2,293.00	\$915.00	\$99.00	\$11.25	\$0.00	\$3,318.25	\$8.00	\$760.00	\$3.00	\$327.00
SAN MATEO	\$14,221.75	357	58	142	15	1	573	1	158	10	80
		\$6,590.00	\$2,678.00	\$815.00	\$248.75	\$0.00	\$10,331.75	\$8.00	\$2,523.00	\$87.00	\$1,272.00
SOUTH SAN FRAN	\$6,190.00	154	25	1	0	3	183	0	48	3	29
		\$3,467.00	\$1,077.00	\$7.00	\$0.00	\$0.00	\$4,551.00	\$0.00	\$960.00	\$25.00	\$654.00
WOODSIDE	\$1,403.25	35	4	4	1	0	44	1	15	1	9
		\$672.00	\$133.00	\$26.00	\$11.25	\$0.00	\$842.25	\$8.00	\$300.00	\$100.00	\$153.00
TOTAL REGISTRATIONS		2,358	364	420	60	12	3,214	10	762	47	436
		\$44,439.00	\$15,385.00	\$2,378.00	\$932.75	\$0.00	\$63,134.75	\$74.00	13,576.00	\$442.00	\$8,054.75
TOTAL REVENUE										\$85,281.50	



Dinner/Meeting Announcement
 Friday, December 18, 2015

All council members are welcome to come and meet their colleagues at these dinner meetings. This is a wonderful opportunity to discuss issues facing cities within San Mateo County and share ideas with others.

Location
 Colma Fire House
 50 Reiner Street
 Colma, CA 94014

650-755-5681
 (in case you get lost)
 Directions enclosed

Schedule

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

Please contact Chair Elizabeth Lewis at lizlew08@gmail.com if you wish to bring up an item for group discussion or give a committee report.

Family Style Dinner
\$45.00 per person

RSVP by noon on Monday, December 14, 2015
 Caitlin Corley - (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

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 18th Council of Cities dinner meeting.

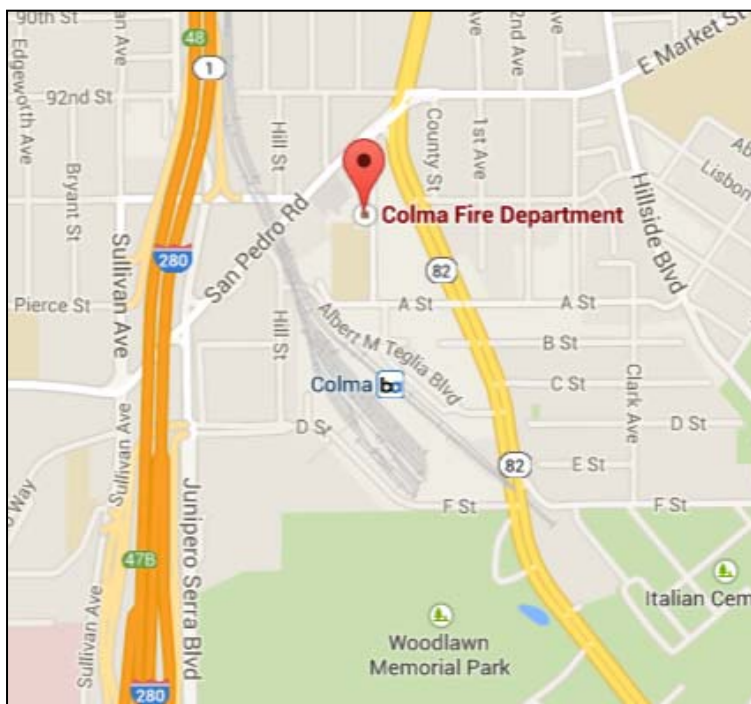
For your convenience a list of most needed items has been provided by the North Peninsula Food Pantry and Dining Center of Daly City:

- **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.





Help Us Keep The Lights On...

Woodside Fire Protection District is
hosting a special training by PG&E

December 7th, 2015

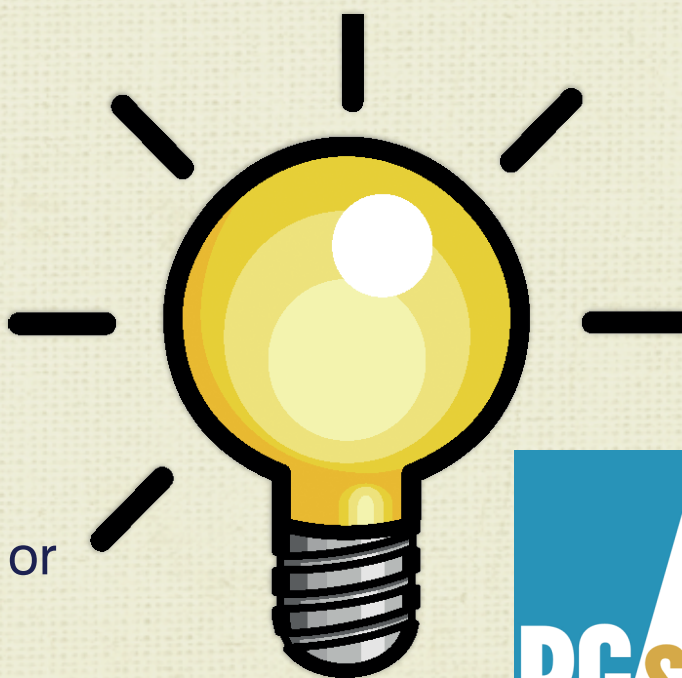
6:30 - 8:00pm (approx)

With a wet winter expected, we are trying to take a proactive approach to threats from electrical wires in vegetation. PG&E will be holding a presentation to help educate us on their policies, prevention methods in place, and how we as a community can formulate a plan to assist them.

Location:

Fire Station 19
Training Room
4091 Jefferson Ave

Space is limited, RSVP to:
Selenab@woodsidefire.org or
Call Selena Brown at
650.423.1406





*The City of Burlingame
invites you to attend the swearing in of
newly elected Councilmembers
Emily Beach and Donna Colson
and the installation of
Ann Keighran as Mayor
and
Ricardo Ortiz as Vice Mayor*

*The celebration will be held
on Monday, December 7, 2015 at 7:00 p.m.
City Council Chambers
501 Primrose Road*

Reception immediately following ceremony



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

Mayor Anne Oliva

Vice Mayor Reuben D. Holober

Councilmember Ann Schneider

Councilmember Gina Papan

Councilmember Wayne J. Lee

*Farewell to Outgoing Mayor Robert G. Gottschalk
and Councilmember Marge Colapietro*

Tuesday, December 8, 2015

7:00 p.m.

Millbrae Council Chamber

621 Magnolia Avenue

Reception Following

Palm Room, Best Western Plus El Rancho Inn

1100 El Camino Real, Millbrae

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

By Friday, December 4, 2015



City of San Carlos Council Reorganization

The San Carlos City Council cordially invites you
to the reorganization and selection of its
new Mayor and Vice Mayor.

Monday, December 14, 2015

7:00 p.m.

City Hall - Council Chambers

600 Elm Street

San Carlos, CA 94070

Light refreshments to follow.



**Join Mayor Gee and the
City Council in Recognizing
Barbara Pierce
for Her Service
and Leadership**

December 7, 2015

Reception at 6:15 p.m.

Tribute Council Meeting at 7:00 p.m.

**Redwood City, City Hall
1017 Middlefield Road**



TOWN COUNCIL WEEKLY DIGEST

Friday – December 4, 2015

1. Agenda – Parks and Recreation Committee – Monday, December 7, 2015
2. Agenda – Trails and Paths Committee – Tuesday, December 8, 2015
3. Agenda – Ad-Hoc Town Center Master Plan Committee Agenda – Tuesday, December 8, 2015
4. Agenda – Emergency Preparedness Committee – Thursday, December 10, 2015
5. Agenda (Cancellation) – Nature and Science Committee, Thursday, December 10, 2015
6. Agenda (Cancellation) – Cultural Arts Committee – Thursday, December 10, 2015
7. Memorandum to Council Liaison Craig Hughes from Cable and Undergrounding Committee Chair, Ken Lavine re: PG&E Rule 20A Situation
8. Month-End Financial Report – November 2015
9. Letter of support from City of San Mateo Council Member, Rick Bonilla re: Appointment to HEART Board of Directors
10. Notification of City Council Reorganization for the Town of Colma

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. None



Town of Portola Valley
Parks & Recreation Committee Meeting
Monday, December 7, 2015 – 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: October 5, 2015
4. PV Fields Update
5. Skate Ramp Update
6. Horse Shoe Pit Update
7. 2016 Committee Membership
8. Community Programs Outreach
9. Town Center Master Plan Committee Update
10. Adjournment

Next Meeting: Monday, January 4, 2016



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, December 8, 2015 - 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – Regular meeting of November 10, 2015
4. Old Business
 - a. Seasonal Trail Closures
 - b. Horse Fair Review/Expenses
 - c. Town Center Master Plan Update
5. New Business
 - a. Financial Review and Trail Work Update – November 2015
6. Other Business
 - a. Committee Member Application and Approval Process - Review
7. Adjournment

Enclosures:

Minutes from November 10, 2015 meeting
Financial Review November 2015
Trail Work Map and Memo – November 2015



TOWN OF PORTOLA VALLEY
Town Center Master Plan Update Committee Meeting
Tuesday, December 8, 2015 – 4:00 p.m.
Council Chambers (Historic Schoolhouse)
765 Portola Road, Portola Valley, CA 94028

Agenda

1. Introductions
2. PV population projections
3. Review Master Plan Mission Statement
4. Assign liaisons to committee/commission and plan meeting dates
5. Develop additional stakeholders list for public outreach
6. Discussion of committee surveys
7. Next meeting



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, December 10, 2015 - 8:00 AM
EOC / Town Hall Conference Room
765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

1. 8:00 Call to order -
Members: John Boice, Dave Howes, Diana Koin, Anne Kopf-Sill,
Dale Pfau/Chair, Chris Raanes, Ray Rothrock, Craig Taylor, Bud Trapp,
Tamara Turner, and Stuart Young
Guests: Debbie Pedro/Interim Town Manager, John Richards/Town Council,
Dan Ghiorso and Selena Brown WFPD, Mark Kuykendall/Sheriff's Office, Gary
Nielsen, Sheriff
Absent:
2. 8:01 Moment of Silence to remember John Boice
3. 8:02 Oral Communications
4. 8:04 Review and approval of minutes
 - Motion: Accept the Minutes of November 12, 2015
5. 8:15 CERPP/WFPD Report (Brown/Ghiorso)
 - Storm season update
6. 8:25 Town Report
 - Status of Emergency Training
7. 8:35 Med subcommittee Report (Young)
8. 8:40 Communications Sub Committee Report (Rothrock)
9. 8:45 Community Outreach Sub Committee Report (Turner)
10. 8:50 Committee Charter Review – Craig Taylor
11. 8:58 Other Business
 - Committee Membership for 2016
12. 9:00 Adjourn: Next meeting is January 14, 2016

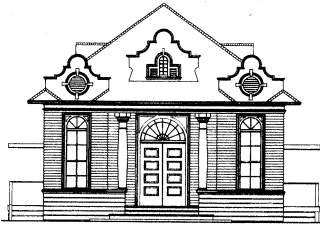


Town of Portola Valley
Nature and Science Committee Meeting
Notice of Cancellation
Thursday, December 10, 2015

MEETING CANCELLATION NOTICE

The regular meeting of the Nature and Science Committee scheduled for Thursday, December 10, 2015 at 5:00 p.m. has been canceled.

The next regular meeting of the Nature and Science Committee is scheduled for Thursday, February 11, 2016



**Town of Portola Valley
Cultural Arts Committee Meeting
Notice of Cancellation
Thursday, December 10, 2015**

MEETING CANCELLATION NOTICE

The regularly scheduled meeting of the Cultural Arts Committee for Thursday, December 10, 2015 has been cancelled. The next regular meeting is scheduled for Thursday, January 14, 2016.

Memorandum

To: Craig Hughes, Council Liaison
 cc: Howard Young, Public Works Director
 From: Cable and Undergrounding Committee, Ken Lavine Chair
 Date: November 3, 2015
 Subject: PG&E Rule 20A Situation

In an email dated October 10, 2014 from Donna Pontrello (PG&E's Rule 20A Program Liaison), the town was informed that based on PG&E's preliminary design, the estimated cost of our proposed Rule 20A project exceeded the credits available to fund it. While the initial estimate by PG&E was approximately \$400,000, the cost based on their initial design was \$700,000 ± 20%. Following a review of the design, we asked PG&E to re-engineer the design along the lines suggested by Cable Committee member Bob Bondy to minimize cost. On July 2, 2015, we were told that the new design's "magnitude of cost" still exceeded the Town's available credits by \$122,000. Donna Pontrello outlined a number of options that the Town could pursue with regard to the project:

- 1) Borrow, trade or purchase Rule 20A credits from another community
- 2) Do the project as a Rule 20B program where the Town would pay directly for certain costs.
- 3) Cancel the project

In an email dated 7-31-15 from Donna Pontrello, we were informed that should the town decide not to proceed with the project, the costs incurred by PG&E to date would be charged against the Town's Rule 20A credits.

In an email dated November 21, 2015 from Brian Tonegato, PG&E outlined the charges that our project has incurred to date:

Design Charges	29,302
Other Expenditures	<u>42,000</u>
TOTAL	\$71,302

Our view is that the Town would prefer to proceed with this project. But, the cost has ballooned to an extent that the Town's currently available Rule 20A credits cannot cover them. That this has occurred is disappointing. If credits are not sufficient to construct the project, then we believe it is unfair to charge the Town for any of the costs incurred by PG&E, nor for the Town to charge PG&E for its costs incurred to date. Each party has acted in good faith, and each should bear their own expenses.

To start, the scope and location of the project was determined after consulting with PG&E. After walking alternative locations, PG&E suggested both the scope and location that was eventually selected. And, part of PG&E's argument was that the chosen scope and location would provide significant leeway in the event of a cost increase. Unfortunately, the actual cost per the initial design was approximately a factor of two times that used in the selection of the scope/location of the project.

Secondly, the redesign proposed by the Town did reduce the cost by \$38,000. Why wasn't the most economical design not originally proposed by PG&E? Had it been, both the Town and PG&E would have saved expense.

Reluctantly, the Committee concludes that under current conditions, the town's credits will not cover the cost to construct the proposed Rule 20A project. The Town should attempt to resolve this shortfall with PG&E and avoid being charged for any costs incurred by PG&E. If negotiations fail to resolve the situation, then the Town should reevaluate how to proceed.



**MONTH END FINANCIAL REPORT
FOR THE MONTH OF: NOVEMBER 2015**

CASH	Bank of America	\$ 327,881.63
	Local Agency Investment Fund (0.320%)	\$ 11,587,051.66
	Total Cash	\$ 11,914,933.29

FUND	05 General Fund	\$2,819,478.52	<i>General Fund Assignments:</i>	
	08 Grants	(144,798.87)	Capital Replacement	\$1,400,000.00
	10 Safety Tax	7,683.41	Unfunded Pension	47,773.00
	15 Open Space	4,671,057.47	Equipment Replacement	200,000.00
	20 Gas Tax	27,688.25	Unfunded OPEB	308,280.00
	22 Measure M	(103,220.60)	Legal Fee Contingency	100,000.00
	25 Library Fund	392,245.01	UNASSIGNED BALANCE	\$763,425.52
	30 Public Safety/COPS	(14,151.72)	* General Fund Total	\$2,819,478.52
	40 Park in Lieu	6,282.00		
	45 Inclusion In Lieu	2,891,255.34		
	50 Storm Damage	-		
	60 Measure A	86,662.03		
	65 Road Fees	-		
	75 Crescent M.D.	81,453.81		
	80 PVR M.D.	14,482.35		
	85 Wayside I M.D.	5,775.14		
	86 Wayside II M.D.	42,690.77		
	90 Woodside Highlands M.D.	197,037.84		
	95 Arrowhead Meadows M.D.	(1,799.67)		
	96 Customer Deposits	935,112.21		
	Total Fund Balance		\$ 11,914,933.29	

*NOTE: Per Adopted Budget 2015-16, General Fund total fund balance for 6/30/16 is projected at \$3.3 million.

ACTIVITY	Beginning Cash Balance:	\$ 11,638,878.19
	Revenues for Month:	491,972.11
	Total Revenues for Month:	491,972.11
	Warrant List 11/11/2015	(78,004.10)
	Warrant List 11/25/2015	(100,538.03)
	Payroll	(84,430.03)
	Total Expenses for Month:	(262,972.16)
	Total JE's and Void Checks:	47,055.15
	Ending Cash Balance	\$ 11,914,933.29

FISCAL HEALTH SUMMARY:	
Unreserved/Spendable Percentage of General Fund (Adopted Policy is 60%)	60.72%
<i>Calculated at current GF fund balance less non-spendable funds, divided by current year budgeted operating expenditures.</i>	
Days of Running Liquidity of Spendable General Fund	260
<i>GASB recommends no less than 90 days</i>	

NOTE: General Fund assigned fund balances were approved by the Town Council on January 24, 2014. The unassigned fund balance is on the cash basis and does not include the adopted budget surplus/deficit for the fiscal year or accrued liabilities such as accounts payable or compensated absences, which are typically only accrued on June 30th of each fiscal year. This report is complete as of the last business day of the month for which it was issued. If new information arises for this or prior periods, these monthly reports will not be updated but the adjustment will be reflected in the month where the information comes to Town staff's attention.

OFFICE OF THE CITY COUNCIL



330 West 20th Avenue
San Mateo, California 94403-1338
Telephone (650) 522-7048
FAX: (650) 522-7041
www.cityofsanmateo.org

December 1, 2015

Re: Appointment to HEART Board of Directors

Dear Honorable Mayor and City Council Colleagues,

I write to request your consideration and support for appointment to the HEART Board of Directors.

As a community activist and deeply involved volunteer for many years in San Mateo, I am very interested in affordable housing. Since my appointment by the San Mateo City Council to the Bay Meadows and Transportation Corridor Citizens Advisory Committee in 2001, I have been working to create a mix of housing opportunities that allow for residents of different income levels to become part of San Mateo.

My City Council External Agency assignments include ABAG, C/CAG CMEQ Committee, HOPE, Commute.org, and the SBWMA . These assignments put me at the intersection of transportation planning, County traffic congestion relief, homelessness, and waste collection and diversion.

With my experience on the City's Public Works and Planning Commissions and my background in construction, I believe I have the right mix of experience to be an active member of this board as we strive to meet one of the most pressing needs in San Mateo County today.

I am proud of the excellent work my fellow Councilmember and former Mayor Jack Matthews has done representing San Mateo on the HEART Board over many years. I would be deeply honored by your appointment to succeed him on the HEART Board of Directors. Please feel free to call me at (650) 430-9171 or email me at rbonilla@cityofsanmateo.org if you would like to discuss my candidacy.

I sincerely appreciate your support.

Rick Bonilla
City of San Mateo Council Member



NOTIFICATION OF THE COLMA CITY COUNCIL REORGANIZATION

At a special meeting, held on Tuesday, December 1, 2015, the Town of Colma City Council reorganized as follows:

**Diana Colvin
Mayor**

**Helen Fisicaro
Vice Mayor**

**Raquel "Rae" Gonzalez
Council Member**

**Joseph Silva
Council Member**

**Joanne F. del Rosario
Council Member**

Attached is current contact information and term expiration information for the Council. If you have questions please call 650-997-8300.

Thank you.

A handwritten signature in blue ink, appearing to read 'Caitlin Corley', is written over a white background.

**Caitlin Corley
City Clerk**

**cc: San Mateo County Cities
County Board of Supervisors
Legislators
Regional Agencies**



Town of Colma City Council Roster

At a Special Meeting held on December 1, 2015 the Town of Colma City Council reorganized as follows:

<u>Name & Title</u>	<u>Term Expires</u>	<u>Contact Information</u>
Diana Colvin Mayor	11/2016	Direct: 650.997.8315 E-mail: diana.colvin@colma.ca.gov
Helen Fisicaro Vice Mayor	11/2018	Direct: 650.997.8304 E-mail: helen.fisicaro@colma.ca.gov
Raquel "Rae" Gonzalez Council Member	11/2016	Direct: 650.997.8305 E-mail: rae.gonzalez@colma.ca.gov
Joseph Silva Council Member	11/2016	Direct: 650.997.8316 Email: joseph.silva@colma.ca.gov
Joanne F. del Rosario Council Member	11/2018	Direct: 650.997.8347 E-mail: joanne.delrosario@colma.ca.gov

Join Us for a Reception/Tribute Meeting Recognizing



Barbara Pierce
Former Mayor and Council Member
16 Years of Dedicated Service