



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council
 Wednesday, April 13, 2016
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

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

ORAL COMMUNICATIONS

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

CONSENT AGENDA

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

1. **Approval of Minutes** – Town Council Meeting of March 23, 2016 (3)
2. **Approval of Warrant List** – April 13, 2016 (8)
3. **Appointment by Mayor** – Request for Appointment of Member to the Open Space Acquisition Advisory Committee (24)
4. **Recommendation by Town Manager** – Proclamation of the Mayor Proclaiming May 2016 as National Bike Month (25) in San Mateo County

REGULAR AGENDA

STAFF REPORTS AND RECOMMENDATIONS

5. **Recommendation by Town Manager** – Council Priorities for FY 2016-2017 (26)
6. **Recommendation by Town Manager** – Library Donor Funds Allocation (36)
7. **COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS** (46)

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.*

8. **Town Manager Report** (47)

WRITTEN COMMUNICATIONS

9. **Town Council Digest** – March 25, 2016 (48)
10. **Town Council Digest** – April 1, 2016 (61)
11. **Town Council Digest** – April 8, 2016 (72)

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. 926, WEDNESDAY, MARCH 23, 2016

CALL TO ORDER AND ROLL CALL

Mayor Derwin 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 Jeff Aalfs, John Richards, and Ann Wengert; Vice Mayor Craig Hughes; Mayor Mary Ann Moise Derwin

Absent: None

Others: Jeremy Dennis, Town Manager
Leigh Prince, Town Attorney
Sharon Hanlon, Town Clerk
Brandi de Garmeaux, Sustainability and Special Projects Manager

ORAL COMMUNICATIONS – None

CONSENT AGENDA

- (1) Approval of Minutes: Town Council Regular Meeting of March 9, 2016 [*Pulled from Consent Agenda*]
- (2) Approval of Warrant List: March 23, 2016, in the amount of \$97,927.86.
- (3) Recommendation by Public Works Director – FY 2015/2016 Annual Street Resurfacing Project – Surface Seals Project No. 2015-PW05
 - a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Plans and Specifications and Calling for Bids for the 2015/2016 Street Resurfacing Project – Surface Seals No. 2015-PW02 (Resolution No. 2687-2016)
- (4) Recommendation by Town Clerk – Adoption of a Records Retention Schedule
 - a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting a Records Retention Schedule (Resolution No. 2688-2016)

Vice Mayor Hughes moved to approve Items 2-4. Seconded by Councilmember Richards, the motion carried 5-0.

- (1) Approval of Minutes: Town Council Regular Meeting of March 9, 2016.

Councilmember Wengert moved to approve the minutes of the March 9, 2016, meeting, as amended. Seconded by Vice Mayor Hughes, the motion carried 4-0-1, with Councilmember Aalfs abstaining.

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

- (5) Report from the Water Conservation Committee – Committee Annual Report to the Town Council

Water Conservation Committee Chair Al Sill presented the Committee's 2015 Annual Report.

Sustainability and Special Projects Manager Brandi de Garneau said that she and Town Manager Dennis met with Dawn Smithson, the District Manager at CalWater, and James Lowe, the Government Relations Representative from Southern California. She said CalWater changed their software a few months ago and were unable to provide the written reports for the specific Towns in the District; however, Ms. Smithson was able to provide them with that information verbally at today's meeting. Ms. de Garneau said in January the Town's water usage was up 5.3 percent and the District as a whole was down 19 percent compared to January 2013. In February, the Town was down 25.72 percent and the District was down 27 percent. Mr. Sill said these figures indicate while outside water usage has been reduced over the summer, interior water usage has not changed much. Ms. de Garneau said the Town will still be over the Town's 36 percent goal.

Mr. Sill reported on the Committee's goals for 2016. He said the State Water Resource Board may reconsider extending the conservation mandates through October, possibly lifting them in May. He said the major areas of focus for 2016 will be continuing to support residents' efforts to reach the 36 percent conservation target, if appropriate, and to try to continue to raise water conservation awareness and educating about making long-term improvements.

Mayor Derwin called for questions from the Councilmembers.

Vice Mayor Hughes asked if Mr. Sill had any specific comments regarding the Green Building Ordinance. Mr. Sill said the rainwater catchment as a function of lawn size is valuable, as well as gray water ready requirements.

Councilmember Wengert asked Ms. de Garneau how Bear Gulch was doing overall. Ms. de Garneau said the February report indicates a 34.6 percent cumulative reduction.

Councilmember Wengert asked if there was any regional organization within the District or surrounding communities such as shared conservation efforts or resources. Ms. de Garneau said Mayor Derwin attends the RMCP meetings and keeps the committee advised, and they work at keeping a pulse on what's happening regionally. She said committee members attend and bring back the information from various water showcases, Sustainable San Mateo County meetings, etc.

(6) Request by Town Historian Nancy Lund – Placement of a Sign Commemorating Ormonde

Town Manager Jeremy Dennis presented the staff report regarding the request of Nancy Lund, Town Historian and Chair of the Historic Resources Committee, to place a plaque recognizing Shady Trail as a remnant of Ormondale Ranch, home of Ormonde, one of the most famous racehorses of the 19th century. Mr. Dennis said the estimated costs in the staff report are overstated as Ms. Lund has recently located an appropriate piece of redwood that will be donated for the sign.

The Councilmembers questioned whether or not the image would be clearly visible on brass or bronze. Mr. Dennis did not know specifically, but said a different material will likely be used for the photo itself. Councilmember Richards agreed to approve the final plaque prior to placement.

Councilmember Aalfs moved to approve Placement of a Sign Commemorating Ormonde. Seconded by Councilmember Richards; the motion carried 5-0.

(7) Recommendation by Town Manager – Town Contribution to San Mateo County Homeless Outreach Efforts

Town Manager Jeremy Dennis presented the staff report regarding the request by the County of San Mateo Human Services Agency for each city in San Mateo County to contribute to Homeless Outreach Services (HOS). Portola Valley is being asked to contribute \$2,763. Two cities are not participating – Atherton and Woodside. He said that this item would typically be part of the budget process; however, Mayor Derwin requested the item be placed on the agenda. Mayor Derwin said the reason she put this

item on the agenda was so that it was on record that the Portola Valley Town Council was fully supportive of making this contribution.

Vice Mayor Hughes moved to approve the Town Contribution to San Mateo County Homeless Outreach Efforts. Seconded by Councilmember Wengert; the motion carried 5-0.

STAFF REPORTS AND RECOMMENDATIONS

(8) Report from Sustainability and Special Projects Manager – Update on Drought Emergency

Sustainability and Special Projects Manager Brandi de Garmaux presented an update on the drought emergency. She said the Town's appeal has been granted, the surcharges have been waived, and the water bank has been reimbursed. All of the Town Center bills have been aggregated and the Town can use the water bank where needed throughout the Town accounts and all of the accounts have been rescheduled so that all of the meters are read on the same day. She said the Town applied for and received a credit for half of the amount (\$600) incurred for the leak at Triangle Park; however, the water did not get credited back to the water bank. She said this appeal process is also available for any Town residents who have large leaks. She said the Town is working hard to establish a positive working relationship with CalWater. She said Dawn Smithson has been an advocate for the Town at CalWater. She said while the ultimate goal is full replacement with smart meters, they are also discussing endpoint meters in the interim. She has asked CalWater to provide some written information regarding their plan for smart meters to present to the Council.

Mayor Derwin attended the presentation of the monthly BAWSCA report and received information regarding water levels at reservoirs in California. She said the three-month forecast, as of March 16, anticipates above-average rainfall. She said the BAWSCA region has reduced water usage by 27 percent, substantially better than their reduction target of 15 percent. She said the State Water Resources Control Board Chair said they may lift the State restrictions or change them significantly on May 1.

Mayor Derwin said the first of the Town's Film Series on March 22 was fun and went well.

(9) Council Liaison Committee and Regional Agencies Reports

Councilmember Aalfs – He and Mayor Derwin attended the annual Meals on Wheels program. He said it was emphasized that there are likely more Portola Valley residents eligible for this service than realized and that it is not just about money but as much about access. He will attend the first official board meeting of Peninsula Clean Energy on March 24, where they will discuss the RFP for energy procurement that will go out in April.

Councilmember Wengert – Attended a meeting with Quiet Skies NorCal with Town Manager Dennis. She said it was a very positive meeting and said the group has valuable resources.

Councilmember Richards – Attended the March 10 Emergency Preparedness Committee meeting with Town Manager Dennis, where they discussed the Town Center Master Plan, various training sessions, the County library system emergency preparedness operation, and new radio technology. He attended the March 16 Planning Commission meeting where they approved a property line adjustment. He said the Planning Commission also discussed a map modification on Bear Gulch, but the issue was continued until receiving clarification by the Town Geologist. Town Manager Dennis said while he appreciated the eye to detail, he and others in attendance at that meeting felt that the map modification issue could have moved forward. He said he does not want to see the Planning Commission getting a reputation of delaying projects unnecessarily. At Mayor Derwin's suggestion, Town Manager Dennis and Councilmember Richards agreed to have a conversation with the Planning Commission regarding their overall role. Councilmember Richards said the issue has been raised regarding vendors on the Town's webpage. Town Attorney Prince said in general the policy is a preference not to promote any vendor on

Town's websites; however, exceptions have been made with an accompanying disclaimer that the Town was not making a recommendation. Councilmember Richards also attended the Conservation Committee meeting on March 22 where they discussed the Backyard Habitat Program, Earth Day, and the recent Broom Pull.

Vice Mayor Hughes – Attended the March 14 ASCC meeting where they reviewed an application for a new home to be constructed on an empty lot. The new home is not suitable for septic and will require an extension of the sewer past 15 houses to their lot, which means the 15 other residents currently on septic systems may be forced to attach to the sewer system if they upgrade their residences. His concern is the financial impact on current residences if forced to connect to the sewer system. The Council agreed to place this issue on the agenda for further discussion. He attended an Open Space Committee meeting where they approved the Shady Trail Ormonde sign and discussed the documentation of open spaces, fundraising events, and the Town Center Master Plan. Vice Mayor Hughes and Councilmember Aalfs met with staff regarding PCE.

Mayor Derwin – Attended C/CAG meeting and heard a presentation from commute.org who discussed their objective of reducing the number of single-member vehicles traveling through or from San Mateo County; heard the Legislative Committee Report; confirmed the appointment of Councilmember Wengert to serve on Finance Committee; reviewed the State Transportation Improvement Program reduction; heard a presentation of the San Mateo County Energy Watch 2015 review; and announced new elected and appointments. She attended the Resource Management Climate Protection meeting where they heard the BAWSCA report; a presentation on Renewable Energy Self Generation Bill Credit Transfer Program for local governments and universities; and a presentation on all the energy efficiency programs in San Mateo County. She attended the Water Conservation Committee meeting where they discussed a residence that had an unknown severe water leak and was reimbursed 50 percent of the cost by CalWater through their appeal process. She said the C/CAG Water Committee had a Saturday field trip to a Silicon Valley Advanced Water Purification Center where they purify recycled water, with the ultimate goal to get it to a point where it can be added to the aquifer for drinking water.

(10) Town Manager Report – Town Manager Jeremy Dennis met with Bill Chang of PG&E and discussed an opportunity for PG&E to come and explain the current rate changes. He said a similar meeting will occur next week in Colma, which he plans to attend. He said PG&E will do a leak assessment, as they regularly do every three to five years. He said the process typically lasted approximately 10 months with PG&E representatives walking through the neighborhoods; however, they now use a piece of equipment on a truck and the process takes three weeks. They will be preparing a notice to residents as this activity will typically occur at unusual late evening hours. He said the 12-member administrative team from the Woodside Fire Protection District is moving to 808 Portola Road temporarily during the reconstruction of their fire station. He said the Parks & Recreation Committee has put out a survey to residents asking about Town parks. He said the Mayor and Vice Mayor are meeting tomorrow with Senator Hill. He said next week a representative from Senator Barbara Boxer's office will be coming to Town to learn information and issues with regard to Portola Valley. Mr. Dennis will be meeting in a couple of weeks with Len Materman, the Executive Director of the San Francisquito Creek Joint Powers Authority. Mr. Dennis brought the Town water purifier to the fire station yesterday and verified that it is working. He said they worked with CalWater today because they were blocking Christ Church's entrance and, as this is Holy Week, people need to have access to the church events being held. He announced that Carol Goodstein's (Spring Down Equestrian Center) husband passed away and said the Town sent flowers. He said he has met with all of the staff and is beginning the process of shadowing each staff member in an effort to become familiar with the Town staff operations.

WRITTEN COMMUNICATIONS

(11) Town Council Digest – March 11, 2016

#9 – Invitation to Council of Cities dinner meeting – Friday, March 25, 2016. Mayor Derwin invited Councilmembers to attend.

#11 – HEART of San Mateo County names Armando Sanchez new Executive Director.

(12) Town Council Digest – March 18, 2016

#5 – Letter from Congresswoman Jackie Speier to Chair of the SFO Airport Community Roundtable re: Clarification of the Two Entities to Provide Recommendations to the FAA. Councilmember Wengert said it was not anticipated Congresswoman Speier was planning to advocate for making a schism in terms of who would be working on what issues related to aircraft noise on a regional level and the potential impact is unknown.

#1 – (Council Only) Invitation from Housing Endowment and Regional Trust of San Mateo County (HEART) to the Donor Recognition Party - Wednesday, May 11, 2016. Mayor Derwin said this falls on a Council meeting night so Councilmembers will be unable to attend. Town Manager Dennis said he will stop in briefly and then return to attend the Council meeting.

ADJOURN TO CLOSED SESSION: 8:40 pm

Mayor Derwin adjourned the meeting to the closed session.

REPORT OUT OF CLOSED SESSION: None to Report

ADJOURNMENT: 9:20 pm

Mayor Derwin adjourned the meeting.

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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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

TYLER ABE-MYSEN	Deposit Refund, Event 4/20/16	17352	04/13/2016	
			04/13/2016	
381 PORTOLA ROAD	1435		04/13/2016	0.00
PORTOLA VALLEY	BOA	50495	04/13/2016	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2561	Community Hall Deposits	100.00	0.00

Check No.	50495	Total:	100.00
Total for	TYLER ABE-MYSEN		100.00

ALLIANT INSURANCE SERVICES	Event/Instructor Insurance	17373	04/13/2016	
	Jan through March 2016		04/13/2016	
SPECIAL EVENTS	475		04/13/2016	0.00
NEWPORT BEACH	BOA	50496	04/13/2016	0.00
CA 92658				292.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4338	Event Insurance	292.00	0.00

Check No.	50496	Total:	292.00
Total for	ALLIANT INSURANCE SERVICES		292.00

AM PARTY RENTALS	Earth Fair Equipment Rentals	17408	04/13/2016	
		00006365	04/13/2016	
3575 HAVEN AVE	0466		04/13/2016	0.00
MENLO PARK	BOA	50497	04/13/2016	0.00
CA 94025				973.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4335	Sustainability	973.00	973.00

Check No.	50497	Total:	973.00
Total for	AM PARTY RENTALS		973.00

ARC	Annual Resurfacing Project 201	17342	04/13/2016	
	5/16	00006362	04/13/2016	
P.O. BOX 192224	0112		04/13/2016	0.00
SAN FRANCISCO	BOA	50498	04/13/2016	0.00
CA 94119-2224	1037161			571.01

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4540	CIP15/16 Street Resurface	571.01	571.01

Check No.	50498	Total:	571.01
Total for	ARC		571.01

AT&T (2)	April Microwave	17355	04/13/2016	
			04/13/2016	
P.O. BOX 5025	877		04/13/2016	0.00
CAROL STREAM	BOA	50499	04/13/2016	0.00
IL 60197-5025				67.60

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

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	67.60	0.00

Check No.	50499	Total:	67.60
Total for	AT&T (2)		67.60

AVG TECHNOLOGIES USA, INC	Internet Security/Anti-Virus	17340	04/13/2016	
		00006361	04/13/2016	
2105 NORTHWEST BLVD	1438		04/13/2016	0.00
NEWTON	BOA	50500	04/13/2016	0.00
NC 28658	70925171			1,043.69

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4311	Internet Service & Web Hosting	1,043.69	1,043.69

Check No.	50500	Total:	1,043.69
Total for	AVG TECHNOLOGIES USA, INC		1,043.69

BAIRD+DRISKELL COMMUNITY PLAN	21 Elements Implement FY15-16	17407	04/13/2016	
			04/13/2016	
6641 VISTA DEL MAR	1446		04/13/2016	0.00
PLAYA DEL REY	BOA	50501	04/13/2016	0.00
CA 90293				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,000.00	0.00

Check No.	50501	Total:	1,000.00
Total for	BAIRD+DRISKELL COMMUNITY PI		1,000.00

ROGER BAMFORD	Deposit Refund, 150 Alamos	17360	04/13/2016	
			04/13/2016	
150 ALAMOS ROAD	1440		04/13/2016	0.00
PORTOLA VALLEY	BOA	50502	04/13/2016	0.00
CA 94028				736.32

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	736.32	0.00

Check No.	50502	Total:	736.32
Total for	ROGER BAMFORD		736.32

BANK OF AMERICA	March Statement	17402	04/13/2016	
Bank Card Center			04/13/2016	
P.O. BOX 53155	0022		04/13/2016	0.00
PHOENIX	BOA	50503	04/13/2016	0.00
AZ 85072-3155				2,914.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	595.49	0.00
05-64-4311	Internet Service & Web Hosting	134.99	0.00
05-64-4316	Postage	22.95	0.00
05-64-4320	Advertising	75.00	0.00
05-64-4322	Dues	120.00	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
05-64-4326	Education & Training	75.00	0.00	
05-64-4327	Educ/Train: Council & Commissn	685.00	0.00	
05-64-4335	Sustainability	892.07	0.00	
05-64-4336	Miscellaneous	288.70	0.00	
05-64-4337	Bank Fees	25.00	0.00	

Check No.	50503	Total:	2,914.20
Total for	BANK OF AMERICA		2,914.20

ILJA BEDNER	C&D Refund,229 Corte Madera	17361	04/13/2016	
			04/13/2016	
229 CORTE MADERA	0477		04/13/2016	0.00
PORTOLA VALLEY	BOA	50504	04/13/2016	0.00
CA 94028				4,700.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	4,700.00	0.00

Check No.	50504	Total:	4,700.00
Total for	ILJA BEDNER		4,700.00

PAIGE BISHOP	Cultural Arts - Speaker Series	17354	04/13/2016	
			04/13/2016	
131 GROVELAND STREET	712		04/13/2016	0.00
PORTOLA VALLEY	BOA	50505	04/13/2016	0.00
CA 94028				375.37

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4150	Cultural Arts Committee	375.37	0.00

Check No.	50505	Total:	375.37
Total for	PAIGE BISHOP		375.37

CALPERS	Feb/March Unfunded Liability	17378	04/13/2016	
FISCAL SERVICES DIVISION			04/13/2016	
ATTN: RETIREMENT PROG ACCTG	0107		04/13/2016	0.00
SACRAMENTO	BOA	50506	04/13/2016	0.00
CA 94229-2703	14701651,14718985			896.21

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4080	Retirement - PERS	896.21	0.00

CALPERS	March Retirement	17404	04/13/2016	
FISCAL SERVICES DIVISION			04/13/2016	
ATTN: RETIREMENT PROG ACCTG	0107		04/13/2016	0.00
SACRAMENTO	BOA	50506	04/13/2016	0.00
CA 94229-2703				13,534.25

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2522	PERS Payroll	753.64	0.00
05-50-4080	Retirement - PERS	12,780.61	0.00

Check No.	50506	Total:	14,430.46
Total for	CALPERS		14,430.46

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State/Province Zip/Postal	Invoice Number			Check Amount

CHRIS CARTER	Refund Deposit, 628 Westridge	17385	04/13/2016	
			04/13/2016	
628 WESTRIDGE DR	1442		04/13/2016	0.00
PORTOLA VALLEY	BOA	50507	04/13/2016	0.00
CA 94028				162.24

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	162.24	0.00

Check No.	50507	Total:	162.24
Total for	CHRIS CARTER		162.24

COLLECTION SYSTEMS MAINT SVC	Woodside Highlands	17365	04/13/2016	
	Inspection Storm Line		04/13/2016	
178 SOUTH PALOMAR DRIVE	0492		04/13/2016	0.00
REDWOOD CITY	BOA	50508	04/13/2016	0.00
CA 94062	14-4059			500.00

GL Number	Description	Invoice Amount	Amount Relieved
90-00-4375	General Expenses	500.00	0.00

Check No.	50508	Total:	500.00
Total for	COLLECTION SYSTEMS MAINT SV		500.00

COMCAST	Wifi 3/21 to 4/20	17348	04/13/2016	
			04/13/2016	
P.O. BOX 34227	0045		04/13/2016	0.00
SEATTLE	BOA	50509	04/13/2016	0.00
WA 98124-1227				86.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	86.20	0.00

Check No.	50509	Total:	86.20
Total for	COMCAST		86.20

COMPTODAY	Workman's Comp Claim 06141054	17400	04/13/2016	
			04/13/2016	
PO BOX 27887	1437		04/13/2016	0.00
SALT LAKE CITY	BOA	50510	04/13/2016	0.00
UT 84127				24.15

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	24.15	0.00

Check No.	50510	Total:	24.15
Total for	COMPTODAY		24.15

COTTON SHIRES & ASSOC. INC.	Applicant Charges	17371	04/13/2016	
			04/13/2016	
330 VILLAGE LANE	0047		04/13/2016	0.00
LOS GATOS	BOA	50511	04/13/2016	0.00
CA 95030-7218	37981,37982,37983			7,400.72

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

96-54-4190	Geologist - Charges to Appls	7,400.72	0.00	
COTTON SHIRES & ASSOC. INC.	Geologist Consulting Svcs	17380	04/13/2016	
			04/13/2016	
330 VILLAGE LANE	0047		04/13/2016	0.00
LOS GATOS	BOA	50511	04/13/2016	0.00
CA 95030-7218	37980			776.90
GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4189	Town Geologist	776.90	0.00	

Check No.	50511	Total:	8,177.62
Total for	COTTON SHIRES & ASSOC. INC.		8,177.62

CSG CONSULTANTS INC	February Bldg Insp Svcs	17368	04/13/2016	
			04/13/2016	
550 PILGRIM DRIVE	622		04/13/2016	0.00
FOSTER CITY	BOA	50512	04/13/2016	0.00
CA 94404	6353			14,440.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-50-4062	Temp Bldg Inspection	14,440.00	0.00	

Check No.	50512	Total:	14,440.00
Total for	CSG CONSULTANTS INC		14,440.00

CULLIGAN	April Service	17369	04/13/2016	
			04/13/2016	
1785 RUSSELL AVE	0250		04/13/2016	0.00
SANTA CLARA	BOA	50513	04/13/2016	0.00
CA 95054-2032	42797,43106			43.70
GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4336	Miscellaneous	43.70	0.00	

Check No.	50513	Total:	43.70
Total for	CULLIGAN		43.70

JEREMY DENNIS	Education/Training, Dennis	17381	04/13/2016	
			04/13/2016	
246 G STREET	1441		04/13/2016	0.00
REDWOOD CITY	BOA	50514	04/13/2016	0.00
CA 94062				685.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4326	Education & Training	685.00	0.00	

Check No.	50514	Total:	685.00
Total for	JEREMY DENNIS		685.00

ECONO TREE SERVICE	ROW On Call Maintenance	17396	04/13/2016	
			04/13/2016	
1914 SPRING STREET	1252		04/13/2016	0.00
REDWOOD CITY	BOA	50515	04/13/2016	0.00
CA 94063	338872			1,189.00

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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
20-60-4264	ROW Tree Trimming & Mowing	1,189.00	0.00

Check No.	50515	Total:	1,189.00
Total for	ECONO TREE SERVICE		1,189.00

ERGOVERA	Ergonomic Evaluation-Dennis	17403	04/13/2016	
			04/13/2016	
P.O. BOX 1000	0454		04/13/2016	0.00
FELTON	BOA	50516	04/13/2016	0.00
CA 95018	2610			337.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	337.50	0.00

Check No.	50516	Total:	337.50
Total for	ERGOVERA		337.50

ERIK EVANS	Refund Deposit, 3 Redberry	17386	04/13/2016	
			04/13/2016	
12681 MIRA LOMA WAY	1443		04/13/2016	0.00
LOS ALTOS HILLS	BOA	50517	04/13/2016	0.00
CA 94024				3,331.23

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	3,331.23	0.00

Check No.	50517	Total:	3,331.23
Total for	ERIK EVANS		3,331.23

GO NATIVE INC	On Call Routine Maintenance	17363	04/13/2016	
			04/13/2016	
P.O. BOX 370103	632		04/13/2016	0.00
MONTARA	BOA	50518	04/13/2016	0.00
CA 94037	2879			6,806.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	6,806.00	0.00

Check No.	50518	Total:	6,806.00
Total for	GO NATIVE INC		6,806.00

HILLYARD, INC	Restroom Supplies/Janitorial	17364	04/13/2016	
			04/13/2016	
P.O. BOX 874338	531		04/13/2016	0.00
KANSAS CITY	BOA	50519	04/13/2016	0.00
MO 64187-4338	602008886,8887			472.09

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	157.36	0.00
05-66-4341	Community Hall	157.36	0.00
25-66-4340	Building Maint Equip & Supp	157.37	0.00

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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

HILLYARD, INC	Restroom Janitorial Supplies	17370	04/13/2016	
			04/13/2016	
P.O. BOX 874338	531		04/13/2016	0.00
KANSAS CITY	BOA	50519	04/13/2016	0.00
MO 64187-4338	601999065			317.26

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	105.75	0.00
05-66-4341	Community Hall	105.75	0.00
25-66-4340	Building Maint Equip & Supp	105.76	0.00

Check No.	50519	Total:	789.35
Total for	HILLYARD, INC		789.35

INFORMATION STATION SPECIALIST	HQ5.0 Audio Filter	17341	04/13/2016	
		00006363	04/13/2016	
P.O. BOX 51	1361		04/13/2016	0.00
ZEELAND	BOA	50520	04/13/2016	0.00
MI 49464				830.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerg Preparedness Committee	830.00	830.00

Check No.	50520	Total:	830.00
Total for	INFORMATION STATION SPECIAL		830.00

J.W. ENTERPRISES	Portable Lavs 3/16 to 4/13	17343	04/13/2016	
			04/13/2016	
1689 MORSE AVE	829		04/13/2016	0.00
VENTURA	BOA	50521	04/13/2016	0.00
CA 93003	190769			242.44

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

Check No.	50521	Total:	242.44
Total for	J.W. ENTERPRISES		242.44

JRP HISTORICAL CONSULTING INC	Consult Review, 1260 Westridge	17383	04/13/2016	
			04/13/2016	
2850 SPAFFORD STREET	1433		04/13/2016	0.00
DAVIS	BOA	50522	04/13/2016	0.00
CA 95618	16-004-02			960.72

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4198	Planner - Charges to Appls	960.72	0.00

Check No.	50522	Total:	960.72
Total for	JRP HISTORICAL CONSULTING IN		960.72

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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

JOHN KAWAJA	Deposit Refund, 45 Tagus	17390	04/13/2016	
			04/13/2016	
45 TAGUS COURT	1099		04/13/2016	0.00
PORTOLA VALLEY	BOA	50523	04/13/2016	0.00
CA 94028				10,500.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	10,500.00	0.00

Check No.	50523	Total:	10,500.00
Total for	JOHN KAWAJA		10,500.00

JON KROSNICK	Earth Fair Music	17399	04/13/2016	
	Prepay of Services		04/13/2016	
135 MONTALVO ROAD	1366		04/13/2016	0.00
REDWOOD CITY	BOA	50524	04/13/2016	0.00
CA 94062				450.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4335	Sustainability	450.00	0.00

Check No.	50524	Total:	450.00
Total for	JON KROSNICK		450.00

KUTZMANN & ASSOCIATES	March Plan Check	17401	04/13/2016	
			04/13/2016	
39355 CALIFORNIA STREET	0090		04/13/2016	0.00
FREMONT	BOA	50525	04/13/2016	0.00
CA 94538				308.75

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4200	Plan Check Services	308.75	0.00

Check No.	50525	Total:	308.75
Total for	KUTZMANN & ASSOCIATES		308.75

LYNGSO GARDEN MATERIALS INC	Landscape Supplies	17366	04/13/2016	
			04/13/2016	
19 SEAPORT BOULEVARD	923		04/13/2016	0.00
REDWOOD CITY	BOA	50526	04/13/2016	0.00
CA 94063				310.65

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	310.65	0.00

Check No.	50526	Total:	310.65
Total for	LYNGSO GARDEN MATERIALS INC		310.65

MICHAEL MAFFIA	C&D Deposit Refund, 5 Naranja	17384	04/13/2016	
			04/13/2016	
1080 LASSEN DRIVE	411		04/13/2016	0.00
MENLO PARK	BOA	50527	04/13/2016	0.00
CA 94025				5,000.00

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	5,000.00	0.00	
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Check No.	50527	Total:	5,000.00
Total for	MICHAEL MAFFIA		5,000.00

NCE	CIP Street Resurf Proj 2015/16	17353	04/13/2016	
Nichols Consulting Engineers			04/13/2016	
1885 S. ARLINGTON AVE	0183		04/13/2016	0.00
RENO	BOA	50528	04/13/2016	0.00
NV 89509	424185502			18,575.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4192	Engineer Services	18,575.00	0.00

Check No.	50528	Total:	18,575.00
Total for	NCE		18,575.00

NOLTE ASSOCIATES, INC	Applicant Charges 1/31 to 2/27	17395	04/13/2016	
			04/13/2016	
P.O. BOX 93243	0104		04/13/2016	0.00
LAS VEGAS	BOA	50529	04/13/2016	0.00
NV 89193-3243	42815			3,696.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	3,696.00	0.00

Check No.	50529	Total:	3,696.00
Total for	NOLTE ASSOCIATES, INC		3,696.00

PECKHAM & MCKENNEY	TM Recruitment-Final	17351	04/13/2016	
			04/13/2016	
300 HARDING BLVD., STE. 106E	1403		04/13/2016	0.00
ROSEVILLE	BOA	50530	04/13/2016	0.00
CA 95678				6,166.66

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	6,166.66	0.00

Check No.	50530	Total:	6,166.66
Total for	PECKHAM & MCKENNEY		6,166.66

PEELLE TECHNOLOGIES, INC	Digital Scanning/Indexing	17377	04/13/2016	
			04/13/2016	
197 EAST HAMILTON AVE	961		04/13/2016	0.00
CAMPBELL	BOA	50531	04/13/2016	0.00
CA 95008	5810,5551			3,084.10

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	3,084.10	0.00

Check No.	50531	Total:	3,084.10
Total for	PEELLE TECHNOLOGIES, INC		3,084.10

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

PERS HEALTH	April Health Premium	17347	04/13/2016	
			04/13/2016	
VIA EFT	0108		04/13/2016	0.00
	BOA	50532	04/13/2016	0.00
	1983			11,639.77

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	11,639.77	0.00

Check No.	50532	Total:	11,639.77
Total for	PERS HEALTH		11,639.77

PG&E	March Statement	17397	04/13/2016	
			04/13/2016	
BOX 997300	0109		04/13/2016	0.00
SACRAMENTO	BOA	50533	04/13/2016	0.00
CA 95899-7300				422.56

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	422.56	0.00

Check No.	50533	Total:	422.56
Total for	PG&E		422.56

VITA PIAZZA	Deposit Refund, 150 Portola	17358	04/13/2016	
			04/13/2016	
150 PORTOLA ROAD	1439		04/13/2016	0.00
PORTOLA VALLEY	BOA	50534	04/13/2016	0.00
CA 94028				849.56

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	849.56	0.00

Check No.	50534	Total:	849.56
Total for	VITA PIAZZA		849.56

PLATINUM FACILITY SERVICES	March Janitorial	17372	04/13/2016	
			04/13/2016	
1530 OAKLAND RD., #150	402		04/13/2016	0.00
SAN JOSE	BOA	50535	04/13/2016	0.00
CA 95112	23530			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.	50535	Total:	2,987.51
Total for	PLATINUM FACILITY SERVICES		2,987.51

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

PORTOLA VALLEY HARDWARE	March Statement	17405	04/13/2016	
			04/13/2016	
112 PORTOLA VALLEY ROAD	0114		04/13/2016	0.00
PORTOLA VALLEY	BOA	50536	04/13/2016	0.00
CA 94028				968.99

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	317.02	0.00
05-60-4267	Tools & Equipment	510.31	0.00
05-66-4340	Building Maint Equip & Supp	141.66	0.00

Check No.	50536	Total:	968.99
Total for	PORTOLA VALLEY HARDWARE		968.99

PRINTER ASSIST	HP4250 Printer Repair	17374	04/13/2016	
	February 2016		04/13/2016	
P.O. BOX 1533	944		04/13/2016	0.00
PALO ALTO	BOA	50537	04/13/2016	0.00
CA 94302-1533	10151			229.95

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	229.95	0.00

Check No.	50537	Total:	229.95
Total for	PRINTER ASSIST		229.95

ANDREA REINHARDT	Refund Deposit, 140 Pinon	17387	04/13/2016	
			04/13/2016	
140 PINON DRIVE	0377		04/13/2016	0.00
PORTOLA VALLEY	BOA	50538	04/13/2016	0.00
CA 94028				4,197.41

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	4,197.41	0.00

Check No.	50538	Total:	4,197.41
Total for	ANDREA REINHARDT		4,197.41

RELIABLE FIRE EXTINGUISHER CO	Annual Service	17406	04/13/2016	
			04/13/2016	
P.O. BOX 3461	2028		04/13/2016	0.00
REDWOOD CITY	BOA	50539	04/13/2016	0.00
CA 94064				538.83

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	538.83	0.00

Check No.	50539	Total:	538.83
Total for	RELIABLE FIRE EXTINGUISHER C		538.83

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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

CYNTHIA RICHARDSON	March Planning Consult Svcs	17379	04/13/2016	
dba Richardson Consulting			04/13/2016	
24 CAMPBELL LANE	1250		04/13/2016	0.00
MENLO PARK	BOA	50540	04/13/2016	0.00
CA 94025	Project 1115			10,657.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	10,657.50	0.00

Check No.	50540	Total:	10,657.50
Total for	CYNTHIA RICHARDSON		10,657.50

RON RAMIES AUTOMOTIVE, INC.	Vehicle Maintenance-Fuel	17344	04/13/2016	
			04/13/2016	
115 PORTOLA ROAD	422		04/13/2016	0.00
PORTOLA VALLEY	BOA	50541	04/13/2016	0.00
CA 94028				106.07

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	106.07	0.00

Check No.	50541	Total:	106.07
Total for	RON RAMIES AUTOMOTIVE, INC.		106.07

ALISON ROSENTHAL	C&D Refund, 130 Golden Oak	17362	04/13/2016	
	Check Reprint due to Void		04/13/2016	
130 GOLDEN OAK DRIVE	1376		04/13/2016	0.00
PORTOLA VALLEY	BOA	50542	04/13/2016	0.00
CA 94028				5,000.00

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

ALISON ROSENTHAL	Deposit Refund, 130 Golden Oak	17388	04/13/2016	
			04/13/2016	
130 GOLDEN OAK DRIVE	1376		04/13/2016	0.00
PORTOLA VALLEY	BOA	50542	04/13/2016	0.00
CA 94028				7,689.91

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	7,689.91	0.00

Check No.	50542	Total:	12,689.91
Total for	ALISON ROSENTHAL		12,689.91

SCHOOLTIME MUSIC LLC	Earth Fair Music	17409	04/13/2016	
		00006364	04/13/2016	
PO BOX 8636	1445		04/13/2016	0.00
EMERYVILLE	BOA	50543	04/13/2016	0.00
CA 94662				750.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4335	Sustainability	750.00	750.00

Check No.	50543	Total:	750.00
Total for	SCHOOLTIME MUSIC LLC		750.00

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

SCHWAAB INC	Stamps	17376	04/13/2016	
			04/13/2016	
PO BOX 3128	0120		04/13/2016	0.00
MILWAUKEE	BOA	50544	04/13/2016	0.00
WI 53201-3128	A040890			223.47

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	223.47	0.00

Check No.	50544	Total:	223.47
Total for	SCHWAAB INC		223.47

STANDARD INSURANCE CO.	March Ltd/Life Premium	17357	04/13/2016	
			04/13/2016	
PO BOX 5676	0469		04/13/2016	0.00
PORTLAND	BOA	50545	04/13/2016	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.	50545	Total:	251.62
Total for	STANDARD INSURANCE CO.		251.62

STAPLES CREDIT PLAN	Office Supplies	17375	04/13/2016	
			04/13/2016	
DEPT. 31 - 0000306219	430		04/13/2016	0.00
PHOENIX	BOA	50546	04/13/2016	0.00
AZ 85062-8004				1,659.81

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	1,659.81	0.00

Check No.	50546	Total:	1,659.81
Total for	STAPLES CREDIT PLAN		1,659.81

STATE COMP INSURANCE FUND	April Premium	17356	04/13/2016	
			04/13/2016	
PO BOX 748170	0122		04/13/2016	0.00
LOS ANGELES	BOA	50547	04/13/2016	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.	50547	Total:	1,713.50
Total for	STATE COMP INSURANCE FUND		1,713.50

STATE CONTROLLER'S OFFICE	Annual Street Report Prep14-15	17382	04/13/2016	
			04/13/2016	
DEPARTMENTAL ACCTG OFC	0218		04/13/2016	0.00
SACRAMENTO	BOA	50548	04/13/2016	0.00
CA 94250-5877	FAUD-00000341			1,539.42

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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

GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4180	Accounting & Auditing	1,539.42	0.00	

Check No.	50548	Total:	1,539.42
Total for	STATE CONTROLLER'S OFFICE		1,539.42

TOWN OF WOODSIDE

Dinner Mtg/Derwin,Hughes, Wengert		17350	04/13/2016	
P.O. BOX 620005	541		04/13/2016	0.00
WOODSIDE	BOA	50549	04/13/2016	0.00
CA 94062				150.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4327	Educ/Train: Council & Commissn	150.00	0.00	

Check No.	50549	Total:	150.00
Total for	TOWN OF WOODSIDE		150.00

TOWNSEND MGMT, INC

February Applicant Charges		17398	04/13/2016	
P.O. BOX 24442	609		04/13/2016	0.00
SAN FRANCISCO	BOA	50550	04/13/2016	0.00
CA 94124	200064-02-16			690.00

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4194	Engineer - Charges to Appls	690.00	0.00	

Check No.	50550	Total:	690.00
Total for	TOWNSEND MGMT, INC		690.00

VERIZON WIRELESS

March Cellular		17367	04/13/2016	
P.O. BOX 660108	0131		04/13/2016	0.00
DALLAS	BOA	50551	04/13/2016	0.00
TX 75266-0108	9762752145			226.66

GL Number	Description	Invoice Amount	Amount Relieved	
05-64-4318	Telephones	226.66	0.00	

Check No.	50551	Total:	226.66
Total for	VERIZON WIRELESS		226.66

ELLEN VERNAZZA

ASCC Refund, 120 Nathhorst		17393	04/13/2016	
120 NATHHORT AVE	1444		04/13/2016	0.00
PORTOLA VALLEY	BOA	50552	04/13/2016	0.00
CA 94028				3,190.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-20-3132	Architectural Review Fees	690.00	0.00	
96-54-4207	Deposit Refunds, Other Charges	2,500.00	0.00	

Check No.	50552	Total:	3,190.00
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

APRIL 13, 2016

Date: 04/07/2016

Time: 11:44 am

Page: 15

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

Total for ELLEN VERNAZZA 3,190.00

CARTER WARR	Deposit Refund,260 Willowbrook	17389	04/13/2016	
			04/13/2016	
260 WILLOWBROOK DRVIE	1405		04/13/2016	0.00
PORTOLA VALLEY	BOA	50553	04/13/2016	0.00
CA 94028				1,032.50

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,032.50	0.00

Check No. 50553 Total: 1,032.50

Total for CARTER WARR 1,032.50

DAN WERNIKOFF	Deposit Refund, 145 Bear Gulch	17391	04/13/2016	
			04/13/2016	
145 BEAR GULCH ROAD	1434		04/13/2016	0.00
PORTOLA VALLEY	BOA	50554	04/13/2016	0.00
CA 94028				10,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	10,000.00	0.00

Check No. 50554 Total: 10,000.00

Total for DAN WERNIKOFF 10,000.00

PHIL WHITE	Deposit Refund, 683 Portola	17392	04/13/2016	
			04/13/2016	
683 PORTOLA ROAD	0499		04/13/2016	0.00
PORTOLA VALLEY	BOA	50555	04/13/2016	0.00
CA 94028				0.90

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	0.90	0.00

Check No. 50555 Total: 0.90

Total for PHIL WHITE 0.90

PAUL WICK	Deposit Refund,330 Golden Hill	17359	04/13/2016	
			04/13/2016	
170 RAMOSO ROAD	344		04/13/2016	0.00
PORTOLA VALLEY	BOA	50556	04/13/2016	0.00
CA 94028				1,540.49

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,540.49	0.00

Check No. 50556 Total: 1,540.49

Total for PAUL WICK 1,540.49

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

APRIL 13, 2016

Date: 04/07/2016

Time: 11:44 am

Page: 16

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

Total Invoices: 66

Grand Total:	182,156.39
Less Credit Memos:	0.00
Net Total:	182,156.39
Less Hand Check Total:	0.00
Outstanding Invoice Total:	182,156.39

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
April 13, 2016

Claims totaling \$182,156.39 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 _____

Jeremy Dennis, 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

Form Name: Committee Application
Date & Time: 03/08/2016 9:06 AM
Response #: 25
Submitter ID: 772
Time to complete: 9 min. , 11 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):

(o) Open Space Acquisition

Applicant Information

Full Name Anthony Triolo
Email Address atrioloj@gmail.com
Street Address 5 Adair Lane
City/Zip Portola Valley, CA 94028
Number of years in Portola Valley less than 1
Cell Phone
Home Phone
Other Phone Not answered

Preferred Phone Contact Number

(o) 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.

I am very interested in conservation issues, such as habitat conservation as exemplified through the acquisition of open space. As a former Adjunct Professor of Environmental Politics I bring a great deal of knowledge when considering environmental and conservation issues. At the same time I am in the midst of a career change, having recently relocated to the region, and would like to take this opportunity to seek out more of a hands-on experience in property management, land use policy and habitat conservation. Thank you for considering me for the position.

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, not at all.

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.

**PROCLAMATION OF THE MAYOR
OF THE PORTOLA VALLEY TOWN COUNCIL
DESIGNATING MAY 2016 AS NATIONAL BICYCLE MONTH**

WHEREAS, May has been declared National Bike Month for each of the last 60 years since its inception in 1956; and

WHEREAS, millions of Americans will experience the joys of bicycling during the month of May through social rides, promotional events, educational programs, Bike to Work Day, Bike to Shop Day, Bike Month Bingo, Mothers' Day Bike Rides, Bike to School Day, Open Streets events, trail work days, safe riding promotions, charity events, and just getting out and going for a ride; and

WHEREAS, San Mateo County attracts thousands of bicyclists each year from the Bay Area region, providing economic health, and scenic benefits to citizens of California and the world, and also hosts major events annually that attract regional and local bicyclists, including Sunday Parkways on Canada Road, Bike to Work Day, International Walk and Bike to School Day, Bike to Shop Day, Tour de Peninsula, among many others; and

WHEREAS, Portola Valley recognition of National Bike Month furthers Portola Valley's efforts to be bicycle-friendly community and increase the proportion of residents making some daily trips by bicycle, reducing Portola Valley costs due to roadway wear-and-tear; and

WHEREAS, the League of American Bicyclists, regional bicycle coalitions, bicycle clubs, schools, parks and recreation departments, police departments, hospitals, companies and civic groups throughout California will be promoting bicycling as a leisure activity as well as an environmentally-friendly transportation mode during the month of May 2016; and

WHEREAS, the Silicon Valley Bicycle Coalition, Commute.org, and regional bicycle clubs and merchants as well as organizations across the state support the official designation of National Bike Month; and

NOW, THEREFORE, be it resolved that the Portola Valley Town Council hereby proclaims May 2016 as National Bike Month, and Thursday, May 12, 2016 as Bike to Work Day and Saturday, May 21, 2016 as Bike to Shop Day, and urges everyone to participate in the events planned and urges everyone traveling the roadways to share the road safely with people riding bicycles.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Portola Valley to be affixed hereto this 13th day of April, 2016.

By: _____
Maryann Derwin, Mayor



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Jeremy Dennis, Town Manager

DATE: April 13, 2016

RE: Council Priorities

RECOMMENDATION

It is recommended that the Town Council adopt the attached list of priorities for the 2016-2017 fiscal year.

BACKGROUND

Last year, the Town Council adopted three goals and objectives for the 2015-16 fiscal year. Subsequently, the Town Council asked staff to formalize a discussion to allow the Council to discuss potential priority areas before their adoption; the discussion for 2016-2017 began at the March 9th Council meeting.

DISCUSSION

Based on the Council's discussion, it was clear that priority setting was critical as it provides a structure for the following to occur:

1. Guides appropriate allocation of limited funds for important efforts
2. Provides staff with overall direction for the coming fiscal year
3. Shares with the public a clear vision for the coming fiscal year
4. Provides a venue for the public to share their own ideas and concerns

During the March 9th discussion, the Council reviewed a staff-generated list of potential goals and projects for inclusion on the Priority List (Attachment 1). This list was culled from ongoing efforts, staff-identified issue areas, and Council-generated concerns.

Based on the Council's discussion, there were clear areas of continued high-level importance:

- Sustainability – the Council consistently placed projects related to furthering the Town's sustainability goals high on the potential list

- Resident Engagement – Councilmembers repeated concerns about communications with the public, improving ways to gather community feedback on Town initiatives, and ways to recruit residents to serve on Town committees
- Infrastructure – Many of the projects highlighted during the Council conversation related to improving existing infrastructure, and completing critical infrastructure work, including efforts within sustainability

That list was ranked and narrowed based on Council input:

High Priority

- Affordable Housing
- Code Enforcement
- Communications with Town Residents
- Community Choice Energy Support
- FAA/Noise abatement
- Other Post-Employment Benefits (OPEB) Liability
- Portola Road Shoulder Widening Completion
- Springdown Vernal Pool Permitting
- Town Center Master Planning Support

Medium Priority

- Comprehensive Zoning Code cleanup
- Septic Ordinance update
- Utility users tax review
- Town investment strategies update

Low Priority

- User Fee Study
- Zero Waste Event Policy
- PGE undergrounding
- Automatic License Plate Readers adoption
- Drone Ordinance

Based on the Council's conversation, the staff suggests these additions to the high priority list:

- Sustainability Efforts – Although some of the projects ranked high by Council serve to further the Town's sustainability goals, a boarder statement on further pursuit of innovative ways to advance the Town's goals generally would provide staff with guidance eon where to focus limited research/implementation resources
- Volunteer Recruitment for Committee Service
- Regional Engagement – Expanding the scope and quality of Town government engagement with regional partners and entities

Emergency preparedness and invasive weed management were viewed as ongoing activities that, although of continued high priority, did not warrant inclusion on the Council's list.

Attachment 2 captures staff's understanding of priority areas and lists projects from the March 9th Council meeting's list of projects to form a draft comprehensive 2016-17 Priority document.

FISCAL IMPACT

If the Council adopted priorities based on those listed in the "high priority" section above, resource need could be significant. It is anticipated that affordable housing education and outreach, and development and implementation of a communications plan (including potential staffing) could require additional resources not currently budgeted. Should the Council wish to include them, appropriate funding will be identified as part of the 2016-17 budget process in June.

ATTACHMENT

1. Draft Priority list, March 9, 2016 Council Meeting
2. Draft 2016-2017 Priorities



TOWN OF PORTOLA VALLEY

DISCUSSION OF 2016-2017 COUNCIL PRIORITIES

1. AFFORDABLE HOUSING POLICIES AND PROGRAMS

- Consider amendments to the Inclusionary Housing Ordinance, adoption of a Housing Impact Fee, and the use of housing funds to support affordable housing programs.

2. ALPR DISCUSSION

- Consider the use of Automatic License Plate Readers (ALPR) within the Town.

3. ALPINE ROAD TRAIL IMPROVEMENT PROJECT

- Consider the implementation of the Alpine Trail improvements at the Hawthorn property.

4. CLIMATE ACTION PLAN 2030

- Work with consultant from the County's Regionally Integrated Climate Action Planning Suite (RICAPS) to complete the Climate Action Plan to include forecasts and measures out to 2030.

5. COMPREHENSIVE COMMUNICATIONS PLAN

- Implement a comprehensive communications plan and add staff resources where necessary to support the plan.

6. COMPREHENSIVE ZONING CODE UPDATE

- Review the zoning ordinance to resolve inconsistencies and make corrections and clarifications as necessary.

7. DRONE POLICY

- Review the current state of regulations for drones and consider options for establishing local policies.

8. EMERGENCY PREPAREDNESS

- Continue emergency preparedness training, participation in drills, and equipping of the Emergency Operation Center (EOC).

9. FAA/AIRCRAFT NOISE

- Work with the Federal Aviation Administration (FAA) and other stakeholders to find long term solutions for the aircraft noise concerns in the region.

10. GREEN BUILDING ORDINANCE

- Finalize the update to the Green Building Ordinance.

11. GEOLOGY AND GROUND MOVEMENT POTENTIAL MAP UPDATE

- Update the Geology and Ground Movement Potential Maps to incorporate changes per the recommendation of the Town geologist.

12. INVASIVE WEED MANAGEMENT PROGRAM

- Continue to focus on managing invasive weeds along the scenic corridor right of way.

13. LEAF BLOWER ORDINANCE

- Consider an ordinance prohibiting the use of gas powered leaf blowers within the Town.

14. PERMIT TRACKING SOFTWARE

- Complete the implementation of the EnerGOV permit tracking software.

15. PG&E RATE CHANGES

- The California Public Utilities Commission recently approved new rate structures, which are being implemented by PG&E through the expiration of current rate plans. Consider providing assistance to residents to determine the optimal rate plan for their individual situations.

16. PG&E UNDERGROUND PROJECT

- Continue working with PG&E on the Alpine Road undergrounding project.

17. SEPTIC ORDINANCE UPDATE

- Modify the Town's septic ordinance to reflect updates in the county's wastewater treatment ordinance regulations.

18. SMTA SHOULDER WIDENING PROJECT

- Complete the San Mateo Transportation Authority (SMTA) shoulder widening project on Portola Road.

19. SOCIAL MEDIA POLICY

- Consider adopting a Social Media Policy as the Town works to increase its communication to residents through the use of social media including twitter and Facebook.

20. SOLAR PANELS IN SETBACK ORDINANCE

- Consider an ordinance to allow solar panels to encroach within required setbacks.

21. SPRING DOWN OPEN SPACE PRESERVE

- Continue to work with regulatory agencies to secure permits for the vernal pool project in the Spring Down open space preserve.

22. TOWN CENTER MASTER PLAN UPDATE

- Develop a 25 year master plan for the Town Center campus.

23. TOWN FACILITY USE POLICY

- Consider updating the Town's Facility Use Policy to address food sales by nonprofit groups.

24. TREE REMOVAL ORDINANCE

- Review and update the tree ordinance to address the unauthorized removal of significant trees.

25. UNDERGROUND UTILITY POLICY

- Review and determine if the Town's utility undergrounding requirements need to be updated.

26. USER FEE STUDY

- Conduct a user fee study to determine the costs of development review services and consider changes in the fees charged to ensure that the costs of each service is recovered.

27. UTILITY USERS TAX (UUT)

- Consider modifying the UUT ordinance to allow for a flexible collection rate.

28. ZERO WASTE EVENT ORDINANCE

- Consider adopting an ordinance that will serve as a guiding document to committees and organizations hosting Town Events to ensure that they result in zero waste.

Town of Portola Valley 2016-17 Council Priorities

Recognizing the opportunity to share with the community a vision for the year ahead, and a need to focus limited resources (both staff and financial), the Portola Valley Town Council states that the following shall be its priorities for 2016-17:

1. Sustainability – As a leader in the pursuit of a more sustainable way of life, Portola Valley will continue to adopt innovative sustainability measures, both for its residents and for town government.
2. Community Engagement – Portola Valley’s most unique feature is the unbreakable connection between its residents and its government. Through the existing robust committee structure, Town residents have an opportunity to shape policy and plan for the community they wish to see. To that end, Portola Valley will improve two-way communications with its residents, share opportunities for residents to participate in their government, and ensure continued transparency in its public business.
3. Quality of Life – Portola Valley residents have historically enjoyed an unparalleled quality of life – little traffic, access to world-class recreational amenities, and the enjoyment of a rural community. In recent years, however, this quality of life has been challenged by a booming economy and external forces. The Town Council commits to pursuing all avenues to maintain and enhance the quality of life residents and employees have all grown to cherish.
4. Infrastructure – The literal foundation for Portola Valley’s prosperity has been its infrastructure, and the extraordinary attention staff and residents alike pay to guaranteeing public facilities are built and maintained to the Town’s quality standards and rural character. Critical infrastructure projects to be completed will be the focus of staff’s efforts.

Based on the above statements, these projects will be the Council’s priorities (in alphabetical order):

- Affordable Housing – As housing costs continue to skyrocket, the opportunities for those who have grown up in Portola Valley, those who have been here many years and wish to stay, and those who work in town have shrunk. The Council is committed to exploring ways to keep families whole, protecting those seniors who want to stay in the community they have called home for decades, and demonstrate the value of those who are employed here, through second units, affiliated housing, and other inventive tools.
- Code Enforcement – With a changing population comes the potential for a lack of understanding of the Town’s rules. As a result, there has been an increase in the

number of actionable code violations. The Council and staff will explore ways to strengthen the tools to deal with these increases.

- Communications with Town Residents – Given its location in the Silicon Valley, the Town’s suite of communication tools is not reflective of the innovation we are known for. Even the simplest message to residents can be lost in older technology and competing mediums. The Town is committed to exploring ways to improve communications with its residents and serve as a portal and repository of important and useful information.
- Community Choice Energy Support - The County and Cities of San Mateo County, recognizing their desire to further alternative energy availability, and the buying power of hundreds of thousands of customers, has created Peninsula Clean Energy (PCE). PCE is a community choice energy program that allows consumers to buy cleaner forms of energy, reinvest in local infrastructure, and provide more affordable power. The Town is committed to PCE and the promise it brings.
- FAA/Noise Abatement – With the implementation of new landing approaches to SFO, and an overall increase in traffic to Bay Area airports, Portola Valley residents have suffered from a huge increase in aircraft noise impacts. The FAA has finally acquiesced to a collaborative process to address these quality of life concerns. Council and staff will work with the FAA, regional partners, and other interested parties to alleviate this impact to our quality of life.
- Other Post-Employment Benefits (OPEB) Liability Review– While the Town has done much to improve its long-term commitments to staff, and the State has passed powerful legislation to help communities deal with these costs, much more remains to be done. The Town’s fiscal health, especially as it relates to those benefits retired employees receive, will be a priority for examination and amending.
- Portola Road Shoulder Widening Completion – Our roads provide multiple transportation options – roads, bicycles, horses, and pedestrians. The completion of major shoulder widening along one of our most traveled arterials will improve safety and make our roads even more accessible.
- Springdown Vernal Pool Permitting – With the purchase of much of the front portion of Springdown Equestrian Center, the Town added to its open space. After the equestrian center vacated the site, the Town began efforts to restore it to an open space atmosphere. Seeding the field with grasses and installing a perimeter trail were the beginning steps. The remaining work consists of transitioning a former stock pond into a vernal pool. This pool requires a number of State and Federal approvals to be fully allowable, and be integrated into the Town’s plans for the site.

- Town Center Master Planning Support – Town Center is an envy of San Mateo County, and has become a popular destination, not only for residents, but for regional visitors. As the demands on local government and its physical space change, a Town Center Master Plan Committee has been formed to chart the future of our shared public center.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Jeremy Dennis, Town Manager

DATE: April 13, 2016

RE: Library Donor Funds Allocation

RECOMMENDATION

It is recommended that the Town Council request \$81,103.11 in San Mateo County Library (SMCL) Donor Revenue for Town staff support of the Portola Valley Library.

BACKGROUND

Portola Valley, along with ten other cities in San Mateo County, is a member of the San Mateo County Library (SMCL) system. As part of the 2004 Joint Powers Authority (JPA) agreement governing the SMCL, Section VI.D states the following:

“In the event that the allocated library service revenue exceeds the amount required to maintain the minimum library service for each city as described in this Agreement, such excess funds shall be spent on library related activities within that city (hereinafter, “Donor City”), including, but not limited to, facility maintenance, facility remodeling or expansion, increased service hours, or increased book purchased, as mutually agreed by the Library JPA and the city council of the affected Donor City.”

If funds in excess of the amount required to operate a branch are generated, the SMCL Director requests that each donor city request funding. Portola Valley has been a donor city for many years, and has made requests on the excess funding each year. Until last year, this process was administratively completed, but from this year moving forward, such requests will be approved by the Town Council.

The last three year’s requests from donor cities is attached (Attachment 1).

DISCUSSION

Staff recommends requesting \$81,103.11 in SMCL Donor City excess funds for 2017-17:

Type Category	Cost
Facility Repair and Maintenance	\$ 18,000.00
Custodial/Janitorial Services and Supplies	\$ 22,500.00
Electricity use	\$ 15,277.11
Gas use	\$ 3,321.00
Water use	\$ 1,005.00
Sewer use	\$ 1,000.00
Capital Improvements	\$ 20,000.00
TOTAL	\$ 81,103.11

As detailed in Attachment 1, previous years' excess funding requests have been modest, intended to primarily support basic maintenance and janitorial support. This year's request is greater, and reflects the following changes:

1. Janitorial and custodial appropriations have been increased to reflect the much greater use of the library as a regional meeting space by SMCL staff, as well as increased use by youth groups, tutorial services and increased SMCL programming, including snack time
2. Other than suggestion and leading by example, the Town does not have a mechanism to regulate utilities use by Portola Valley Library staff. As the Town has taken a significant lead in sustainability issues, including utilities expenses provides a means to influence reduced use.
3. As library use has increased, wear and tear on the library and demands on the limited private space have grown. Staff recommends \$26,000 to support tenant/capital improvements.

Even with these higher funding requests, Portola Valley still remains substantially below other donor city's previous year's requests.

FISCAL IMPACT

There is a modest savings on the Town's general fund related to transferring utility costs to the donor city excess funds, but the Town will continue to expend general fund resources on other library-related support, including landscaping, general external maintenance work and other ancillary activities.

ATTACHMENT

1. 2013/14-2015/16 Donor City Fund Use summary



SAN MATEO COUNTY LIBRARY
Connect. Discover. Evolve.

MEMO

To: JPA Governing Board
From: Anne-Marie Despain, Director of Library Services
 Pam Deal, Financial Services Manager
Date: April 29, 2013
Meeting Date: May 6, 2013
Re: FY 2013-14 Proposed Uses of Donor City Library Funds

BACKGROUND:

Section VI. D. of the San Mateo County Library (SMCL or Library) JPA Agreement states the following, "In the event that the allocated library service revenue exceeds the amount required to maintain the minimum library service for each city as described in this Agreement, such excess funds shall be spent on library related activities within that city (hereinafter, "Donor City") including, but not limited to, facility maintenance, facility remodeling or expansion, increased service hours, or increased book purchases, as mutually agreed by the Library JPA and the city council of the affected Donor City." In accordance with the donor city provision, and as approved by the Library JPA Governing Board, at the end of each fiscal year, funds in excess of the amount required to operate a branch are distributed and held by SMCL in separate library accounts or Trust Funds. The funds are segregated from SMCL's general operating budget where they accrue interest. Excess funds with a combined balance of \$9,179,420 as of June 30, 2012 remain in accounts currently held by each donor city and depleted first before accessing any funds held in SMCL Donor City Trust Funds.

In order to secure agreement by the Library JPA, member cities that qualify as a Donor City and are interested in utilizing library funds to support library related activities, provide information to the JPA Governing Board in order to obtain approval for the proposed uses of this revenue for the upcoming fiscal year.

DISCUSSION:

There are three member cities designated as Donor Cities including the Towns of Atherton, Portola Valley, and Woodside. Proposed uses of SMCL Donor City revenue in FY 2013-14 are detailed below:

Donor City: Town of Atherton

Balance of Donor City Library Revenue on June 30, 2012: \$6,229,427

The Town of Atherton proposes to utilize SMCL Donor City revenue in an amount estimated at \$208,150. Revenue will be used to offset facility costs incurred by the Town related to general maintenance, utilities, custodial services, landscaping services, legal services and associated supplies for the library building. Also included in this amount is an appropriation estimated at \$150,000 to capture a portion of the costs related to the development of a Town Master Plan. The amount of SMCL property tax currently generated from this community also enables the branch to operate 17 additional hours above the minimum required per the JPA Agreement and is open a total of 57 hours per week.

Donor City: Town of Portola Valley

Balance of Donor City Library Revenue on June 30, 2012: \$483,838

The Town of Portola Valley proposes to utilize SMCL Donor City revenue in an amount estimated at \$58,000 to offset facility costs incurred by the Town related to general maintenance and repairs of the library building and to improve interior lighting within the facility. The amount of SMCL property tax currently generated from this community also enables the branch to operate four additional hours above the minimum required per the JPA Agreement and is open a total of 44 hours per week.

Donor City: Town of Woodside

Balance of Donor City Library Revenue on June 30, 2012: \$2,466,155

The Town of Woodside proposes to utilize SMCL Donor City revenue in an amount estimated at \$1,671,500 to offset facility costs incurred by the Town related to general maintenance, utilities, contracted janitorial and landscaping services, associated supplies, and an allocation for indirect costs related to the oversight of these activities. Also included in this amount is an appropriation estimated at \$1,530,000 to capture costs related to the planned interior renovation of the Woodside Library. The amount of SMCL property tax currently generated from this community also enables the branch to operate four additional hours above the minimum required per the JPA Agreement and is open a total of 44 hours per week.

STRATEGIC PLAN ALIGNMENT:

Goal 4: Become a learning organization that continuously assesses community needs and develops staff to provide excellent customer service; and Objective 4.1: Assess and allocate resources to be a world-class library.

This activity aligns with the goal by ensuring that resources are allocated and reviewed in compliance with the JPA Agreement and that the distribution of these resources supports the effective delivery of library services.

FISCAL IMPACT:

Library related activities in FY 2013-14 funded with SMCL Donor City revenue totals \$1,937,650. The Towns of Atherton, Portola Valley and Woodside have proposed utilizing a total of \$257,650 for general facility maintenance costs. Additionally, an amount totaling \$1,530,000 represents anticipated costs associated with the interior renovation of the Woodside Library and \$150,000 for a portion of the costs related to the development of a Town Master Plan for the Atherton Library.

RECOMMENDATION:

Recommend JPA Governing Board approve the FY 2013-14 Proposed Uses of Donor City Library Funds. Operations Committee members present at the April 23, 2013 meeting concur with this recommendation.



MEMO

To: JPA Governing Board
 From: Anne-Marie Despain, Director of Library Services
 Pam Deal, Financial Services Manager
 Date: May 5, 2014
 Meeting Date: May 12, 2014
 Re: FY 2014-15 Proposed Uses of Library Donor Funds

BACKGROUND:

Section VI. D. of the San Mateo County Library (SMCL) JPA Agreement states the following, *“In the event that the allocated library service revenue exceeds the amount required to maintain the minimum library service for each city as described in this Agreement, such excess funds shall be spent on library related activities within that city (hereinafter, “Donor City”) including, but not limited to, facility maintenance, facility remodeling or expansion, increased service hours, or increased book purchases, as mutually agreed by the Library JPA and the city council of the affected Donor City.”*

In accordance with this provision, and as approved by the Library JPA Governing Board, at the end of each fiscal year, funds in excess of the amount required to operate a branch are distributed and held by SMCL in separate trust funds. The funds are segregated from SMCL’s general operating budget where they accrue interest. As of June 30, 2013, these funds total \$1,647,576. For this same period, excess funds with a combined balance of \$9,021,442 remain in accounts currently held by each donor city. Existing funds held by each donor city are depleted first before accessing funds held in SMCL donor trust funds. The total San Mateo County Library revenue currently restricted and set aside as donor funds as of June 30, 2013 is \$10,669,018.

In order to secure agreement by the Library JPA, member cities that qualify as a donor city and are interested in utilizing library funds to support library related activities, provide information to the JPA Governing Board in order to obtain approval for the proposed uses of this revenue for the upcoming fiscal year. SMCL also details any proposed uses of these funds.

DISCUSSION:

There are three member cities designated as donor cities including the Towns of Atherton, Portola Valley, and Woodside. Proposed uses of SMCL Donor Fund revenue in FY 2014-15 are detailed below:

Atherton Library

Balance of Donor Fund Revenue Held by Town of Atherton on June 30, 2013: \$6,223,993

Balance of Donor Fund Revenue Held by SMCL on June 30, 2013: \$1,121,146

Total Atherton Library Donor Fund Revenue as of June 30, 2013: \$7,345,139

The Town of Atherton proposes to utilize SMCL donor fund revenue in an amount estimated at \$1,384,100. Revenue will be used to offset facility costs incurred by the Town related to general maintenance, utilities, custodial services, landscaping services, and associated supplies for the

library building (\$54,100). Also included is an appropriation to capture costs for plan design activities related to the development of a new library (\$1,100,000), environmental review costs (\$150,000), planning costs (\$70,000), and legal services (\$10,000).

The amount of SMCL property tax currently generated from this community also enables the branch to operate 17 additional hours above the minimum required per the JPA Agreement and be open a total of 57 hours per week.

Portola Valley Library

Balance of Donor Fund Revenue held by the Town of Portola Valley on June 30, 2013: \$475,452

Balance of Donor Fund Revenue held by SMCL on June 30, 2013: \$55,269

Total Portola Valley Library Donor Fund Revenue as of June 30, 2013: \$530,721

The Town of Portola Valley proposes to utilize SMCL donor fund revenue in an amount estimated at \$33,200. Revenue will be used to offset facility costs incurred by the Town related to janitorial services (\$12,000), maintenance and repairs to library building mechanical systems (\$12,000), related staff support costs (\$6,700), and janitorial/maintenance supplies (\$2,500).

The SMCL proposes to utilize SMCL donor fund revenue in an amount estimated at \$65,000 to support the purchase of play and hands-on learning equipment (\$50,000), outdoor classroom equipment to support library programming (\$5,000), and FindIt! signage (\$10,000).

The amount of SMCL property tax currently generated from this community also enables the branch to operate four additional hours above the minimum required per the JPA Agreement and be open a total of 44 hours per week.

Woodside Library

Balance of Donor Fund Revenue held by the Town of Woodside on June 30, 2013: \$2,321,997

Balance of Donor Fund Revenue held by SMCL on June 30, 2013: \$471,161

Total Woodside Library Donor Fund Revenue as of June 30, 2013: \$2,793,158

The Town of Woodside proposes to utilize SMCL donor fund revenue in an amount estimated at \$2,411,495. Revenue will be used to offset facility costs incurred by the Town related to general maintenance (\$60,000), janitorial and landscaping services (\$30,000), utilities (\$20,800), and an allocation for indirect costs related to the oversight of these activities (\$32,500). Also included is an appropriation estimated at \$2,268,195 to capture costs related to the interior renovation of the Woodside Library.

The SMCL proposes to utilize SMCL Donor Fund revenue in an amount estimated at \$306,088 to support the purchase of furniture and equipment (\$253,288), and moving costs (\$52,800) associated with the interior renovation.

The amount of SMCL property tax currently generated from this community also enables the branch to operate four additional hours above the minimum required per the JPA Agreement and be open a total of 44 hours per week.

STRATEGIC PLAN ALIGNMENT:

Goal 4: Become a learning organization that continuously assesses community needs and develops staff to provide excellent customer service; and Objective 4.1: Assess and allocate resources to be a world-class library.

This activity aligns with the goal by ensuring that resources are allocated and reviewed in compliance with the JPA Agreement and that the distribution of these resources supports the effective delivery of library services.

FISCAL IMPACT:

Requests for SMCL donor fund revenue in FY 2014-15 total \$4,199,883. Funds are in place to offset the requested amounts listed below:

- Atherton Library: \$1,384,100
- Portola Valley Library: \$98,200
- Woodside Library: \$2,717,583

RECOMMENDATION:

Recommend JPA Governing Board approve the FY 2014-15 proposed uses of library donor funds. Operations Committee members present at the April 29, 2014 meeting concur with this recommendation.



MEMO

To: JPA Governing Board
From: Anne-Marie Despain, Director of Library Services
 Pam Deal, Financial Services Manager
Date: June 1, 2015
Meeting Date: June 8, 2015
Re: FY 2015-16 Proposed Uses of Library Donor Funds

BACKGROUND:

Section VI. D. of the San Mateo County Library (SMCL or Library) JPA Agreement states the following, "In the event that the allocated library service revenue exceeds the amount required to maintain the minimum library service for each city as described in this Agreement, such excess funds shall be spent on library related activities within that city (hereinafter, "Donor City") including, but not limited to, facility maintenance, facility remodeling or expansion, increased service hours, or increased book purchases, as mutually agreed by the Library JPA and the city council of the affected Donor City."

In accordance with the JPA Agreement and as approved by the Library JPA Governing Board, at the end of each fiscal year, funds in excess of the amount required to operate a branch are distributed and held by SMCL in separate trust funds. The funds are segregated from SMCL's general operating budget where they accrue interest. As of June 30, 2014, restricted SMCL property taxes identified as Library Donor Revenue and set aside in Library and City held trust funds totaled \$12,354,548.

In order to secure agreement by the Library JPA, member cities that qualify as a donor city and are interested in utilizing library funds to support library related activities, provide information to the JPA Governing Board in order to obtain approval for the proposed uses of this revenue for the upcoming fiscal year. SMCL also details any proposed uses of these funds.

DISCUSSION:

Proposed uses of SMCL Donor Revenue in FY 2015-16 are detailed below:

Atherton Library

Balance of Donor Fund Revenue Held by Town of Atherton on June 30, 2014: \$6,186,334

Balance of Donor Fund Revenue Held by SMCL on June 30, 2014: \$2,408,904

Total Atherton Library Donor Fund Revenue as of June 30, 2014: \$8,595,238

The Town of Atherton proposes to utilize SMCL donor fund revenue in an amount estimated at \$985,850 as detailed below.

Type/Category	Description	FY 2015-16 Appropriation
Environmental	RFP Environmental Review	\$125,000
Contract Planner	Planning and other contract services	\$50,000
Building Security	Miscellaneous locks, etc.	\$250
Facility Repair & Maintenance	Scheduled maintenance and miscellaneous repairs as needed	\$1,200
Contract Custodial Services	Portion of Town janitorial contract	\$7,800
Electricity	Utilities Electricity	\$10,000
Gas	Utilities Gas	\$1,000
Water	Utilities Water	\$4,200
Sewer	Utilities Sewer	\$1,000
Advertising & Noticing	Public Notice, mass mailings	\$4,000
Contract Pesticides & Fertilizer	Vector Control	\$1,400
Maintenance Services	Maintenance for HVAC, electrical, roof, landscape services (MCE)	\$19,000
Legal Services	Review necessary legal documents	\$5,000
Other Contract Services	Library allocation portion - plan design for Civic Center	\$756,000

The amount of SMCL property tax currently generated from this community also enables the branch to operate 17 additional hours above the minimum required per the JPA Agreement and be open a total of 57 hours per week.

Portola Valley Library

Balance of Donor Fund Revenue held by the Town of Portola Valley on June 30, 2014: \$433,612

Balance of Donor Fund Revenue held by SMCL on June 30, 2014: \$159,837

Total Portola Valley Library Donor Fund Revenue as of June 30, 2014: \$593,449

The Town of Portola Valley proposes to utilize SMCL donor fund revenue in an amount estimated at \$33,200 as detailed below.

Type/Category	Description	FY 2015-16 Appropriation
Building Maintenance Equipment/Supplies	Janitorial and building operating and maintenance supplies	\$2,500
Janitorial & Cleaning Service	Janitorial services, including exterior and special cleanings	\$12,000
Mechanical Maintenance/Repair	Maintenance and repair services to building mechanical systems	\$12,000
Library Maintenance Support	PV Town Staff – Management of maintenance/repair	\$6,700

The amount of SMCL property tax currently generated from this community also enables the branch to operate four additional hours above the minimum required per the JPA Agreement and be open a total of 44 hours per week.

Woodside Library

Balance of Donor Fund Revenue held by the Town of Woodside on June 30, 2014: \$2,225,501

Balance of Donor Fund Revenue held by SMCL on June 30, 2014: \$940,360

Total Woodside Library Donor Fund Revenue as of June 30, 2014: \$3,165,861

The Town of Woodside proposes to utilize SMCL donor fund revenue in an amount estimated at \$2,987,000 as detailed below.

Type/Category	Description	FY 2015-16 Appropriation
General Maintenance	Town Staff Force Account – Weekly maintenance and special projects	\$50,000
Utilities	Water, PG&E, Sewer	\$20,000
Contractual Services	Landscape maintenance	\$13,000
Miscellaneous	Supplies	\$5,000
Overhead Allocation	Allocation of indirect costs	\$35,000
Capital Improvement	Library Renovation Project	\$2,864,000

Additionally, SMCL proposes to utilize SMCL donor fund revenue in an amount estimated at \$365,000 to support the purchase of furniture and equipment associated with the interior renovation. This allocation is reflected in the FY 2015-16 Recommended Budget.

The amount of SMCL property tax currently generated from this community also enables the branch to operate four additional hours above the minimum required per the JPA Agreement and be open a total of 44 hours per week.

FISCAL IMPACT:

Requests for SMCL donor fund revenue in FY 2015-16 total \$4,371,050. Funds are in place to offset the requested amounts.

- Atherton Library: \$985,850
- Portola Valley Library: \$33,200
- Woodside Library: \$3,352,000

RECOMMENDATION:

Recommend JPA Governing Board approve the FY 2015-16 proposed uses of Library Donor Fund revenue. Operations Committee members present at the May 26, 2015 meeting concur with this recommendation.

#7

There are no written materials for item #7 – Council Liaison Committee and Regional Agencies Reports

#8

There are no written materials for item #8 – Town Manager Report

TOWN COUNCIL WEEKLY DIGEST

Friday – March 25, 2016

1. Agenda (Action) – Town Council - Wednesday, March 23, 2016
2. Agenda – ASCC – Monday, March 28, 2016
3. Meeting Schedule for April 2016
4. Announcement of WFPD Chipper Dates for 2016
5. Proclamation Request from Law Office of Martin Lax re: Parental Alienation Awareness Day

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, March 23, 2016
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

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

All Present

ORAL COMMUNICATIONS

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

None

CONSENT AGENDA

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

1. **Approval of Minutes** – Town Council Meeting of March 9, 2016

Approved as Amended 4-0-1 Councilmember Aalfs abstained

2. **Approval of Warrant List** – March 23, 2016

3. **Recommendation by Public Works Director** – FY 2015/2016 Annual Street Resurfacing Project - Surface Seals Project No. 2015-PW05

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Approving Plans and Specifications and Calling for Bids for the 2015/2016 Street Resurfacing Project – Surface Seals No. 2015-PW02 (Resolution No. 2687-2016)

4. **Recommendation by Town Clerk** – Adoption of a Records Retention Schedule

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting a Records Retention Schedule (Resolution No. 2688-2016)

Items 2, 3 & 4 Approved 5-0

REGULAR AGENDA

COMMITTEE REPORTS & REQUESTS

5. **Report from the Water Conservation Committee** – Committee Annual Report to the Town Council

Water Conservation Committee Chair Al Sill presented Council with review and accomplishments of 2015 and review and work plan for 2016.

6. **Request by Town Historian Nancy Lund** – Placement of a Sign Commemorating Ormonde

Council approved the placement of Ormonde plaque 5-0. Councilmember Richards and Town Manager Dennis will obtain approval of design prior to installation of the plaque.

7. **Recommendation by Town Manager** – Town Contribution to San Mateo County Homeless Outreach Efforts

Council approved funding for San Mateo County homeless outreach efforts through the Housing Outreach Teams (HOT) vote 5-0

STAFF REPORTS AND RECOMMENDATIONS

8. **Report from Sustainability and Special Projects Manager** - Update on Drought Emergency

For January, the town as a whole had a 5.3% increase in usage when compared to 2013; and for February, the town had a 25.72% reduction when compared to 2013. Staff has not yet received the cumulative reduction numbers for the town, but as of February the District as a whole is at a 34.6% cumulative reduction.

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 Aalfs –

Mayor Derwin and Councilmember Aalfs participated the annual Meals on Wheels program. First official board meeting of Peninsula Clean Energy will be held on March 24, 2016.

Councilmember Wengert –

Councilmember Wengert and Town Manager Dennis attended a meeting with Quiet Skies NorCal.

Councilmember Richards –

Attended the March 10 Emergency Preparedness Committee meeting and heard a briefing from the County library system emergency preparedness operation. Attended the March 16 Planning Commission meeting. The Conservation Committee discussed the Backyard Habitat Program, Earth Day and recent Broom Pull.

Vice Mayor Hughes –

Attended the March 14 ASCC meeting. Attended an Open Space Committee meeting and heard discussion on the proposed Ormonde memorial plaque on Shady Trail, and possible opportunities for smaller fundraising events vs. Blues & BBQ. The committee also discussed the Town Center Master Plan Update Committee and possibilities for the Spring Down property. Vice Mayor Hughes and Councilmember Aalfs attended a meeting with staff to discuss the Peninsula Clean Energy (PCE) program.

Mayor Derwin –

Attended a C/CAG meeting and heard a presentation from Commute.org. Water Conservation Committee discussed a resident who had a severe water leak and was reimbursed for half of the cost by CalWater.

10. Town Manager Report

Town Manager Dennis said he met with Bill Chang from PG&E who offered help with residents with the current rate changes. Administrative team from Woodside Fire Protection District is moving to Town while they rebuild their fire station. Parks & Recreation Committee has distributed their resident survey. Mayor and Vice Mayor are meeting with Senator Hill. The Town's water purifier was checked and is working. Staff spoke with Cal Water to ensure Portola Road is clear and all entrances are open.

WRITTEN COMMUNICATIONS

11. Town Council Digest – March 11, 2016

Items #9 & 11 - Mayor Derwin noted the Town of Woodside is hosting the March Council of Cities dinner meeting and the naming of Armando Sanchez as the new Executive Director of HEART.

12. Town Council Digest – March 18, 2016

ADJOURN TO CLOSED SESSION: 8:40pm

13. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Government Code § 54956.9(d)
Significant Exposure to Litigation: 1 case

REPORT OUT OF CLOSED SESSION – None to Report

ADJOURNMENT: 9:20pm

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
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, March 28, 2016
7:00 PM – Regular ASCC Meeting
Special Field Meeting (time and place as listed herein)
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

SPECIAL ASCC FIELD MEETING*

4:00 p.m. 10 Cherokee Court Field meeting for Preliminary Review of Proposed New Residence, Detached Garage, Second Unit, and Swimming Pool.

7:00 PM – REGULAR AGENDA*

1. Call to Order:
2. Roll Call: Commissioners Koch, Sill, Wilson, Vice Chair Breen and Chair Ross
3. Oral Communications:

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

4. New Business:
 - a. Preliminary Architectural Review and Site Development Permit Review for a New Residence, Detached Garage, Second Unit, and Swimming Pool, File #34-2015, 10 Cherokee Court, Berez Residence (Staff: C. Richardson)
 - b. Architectural Review of Proposed Lot Line Adjustment, File #: 29-2015, Parcel A: Dale Williams (vacant) APN 076-182-010 and Parcel B: Ashley Williams and Chase Norfleet located at 465 Wayside Road APN 076-182-010 (Staff: C. Richardson)
 - c. Architectural Review of Proposed Fence and Gate for Dog Play Area, File #08-2016, 1 Indian Crossing, Portola Valley Ranch (Staff: D. Pedro)
5. Commission and Staff Reports:
6. Approval of Minutes: March 14, 2016
7. Adjournment:

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

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

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

ASSISTANCE FOR PERSONS WITH DISABILITIES

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

PUBLIC HEARINGS

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

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

Date: March 25, 2016

CheyAnne Brown
Planning Technician

Town of Portola Valley

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

APRIL 2016 MEETING SCHEDULE

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

TOWN COUNCIL – 7:00 PM (Meets 2nd & 4th Wednesdays)

Wednesday, April 13, 2016

Wednesday, April 27, 2016

PLANNING COMMISSION – 7:00 PM (Meets 1st & 3rd Wednesdays)

Council Liaison – Ann Wengert (for months April, May, June)

Wednesday, April 6, 2016

Wednesday, April 20, 2016

ARCHITECTURAL & SITE CONTROL COMMISSION - 7:00 PM (Meets 2nd & 4th Mondays)

Council Liaison – Jeff Aalfs (for months April, May, June)

Monday, April 11, 2016

Monday, April 25, 2016

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

Council Liaison – Craig Hughes

Wednesday, April 6, 2016

CABLE & UTILITIES UNDERGROUNDING COMMITTEE – 8:15 AM (Meets 2nd Thursday in months January, May and September)

Council Liaison – Craig Hughes

CONSERVATION COMMITTEE – 7:30 PM (Meets 4th Tuesday)

Council Liaison – John Richards

Tuesday, April 26, 2016

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

Council Liaison – John Richards

Thursday, April 14, 2016

EMERGENCY PREPAREDNESS COMMITTEE – 8:00 AM (Meets 2nd Thursday of every month) in the EOC / Conference Room at Town Hall

Council Liaison – John Richards

Thursday, April 14, 2016

FINANCE COMMITTEE

Council Liaison – Ann Wengert
As announced

GEOLOGIC SAFETY COMMITTEE – 7:30 PM

Council Liaison – Jeff Aalfs
As announced

HISTORIC RESOURCES COMMITTEE

Council Liaison – Jeff Aalfs
As announced

NATURE AND SCIENCE COMMITTEE – 5:00 PM (Meets 2nd Thursday of every month) alternate even numbered months

Council Liaison – Jeff Aalfs
Thursday, April 14, 2016

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Craig Hughes
As announced

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

Council Liaison – Ann Wengert
Monday, April 4, 2016

PUBLIC WORKS COMMITTEE

Council Liaison – Jeff Aalfs
As announced

SUSTAINABILITY COMMITTEE

Council Liaison – Ann Wengert
As announced

TOWN CENTER MASTER PLAN UPDATE AD-HOC COMMITTEE – 4:00 PM

TBD

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

Council Liaison – Jeff Aalfs
Tuesday, April 12, 2016 – 8:15 AM

WATER CONSERVATION COMMITTEE – 2:00 PM (Meets 3rd Monday) in the

EOC / Conference Room at Town Hall
Council Liaison – Maryann Derwin
Monday, April 18, 2016

**WOODSIDE FIRE PROTECTION DISTRICT
2016 CHIPPING DATES**

Chipping Dates Per CERPP Division

Division	Chipping Date
Vista Verde, Los Trancos, Blue Oaks	05/03/16
Portola Valley Ranch, Sequoias - Brookside	05/10/16
Woodside South	05/17/16
Old La Honda, Skyline	05/24/16
Alpine Hills, Family Farm	06/07/16
Cañada East	06/14/16
Westridge	06/20/16
Ladera	07/5/16
Woodside Glens	07/12/16
Los Trancos/Vista Verde	07/19/16
Woodside Highlands	07/26/16
Emerald Hills Wds	08/9/16
Woodside West & North	08/16/16
Portola Valley Ranch	08/22/16
Emerald Hills RWC	08/30/16
Woodside Hills	09/13/16
Westridge	09/21/16
Woodside Heights	09/27/16
Old La Honda Skyline	10/03/16
Skywood – Bear Gulch Rapley Trail	10/18/16
Woodside West & North	10/25/16
Alpine Hills	11/2/16

THE LAW OFFICE OF MARTIN LAX

A PROFESSIONAL CORPORATION
 41-995 BOARDWALK, SUITE F-3
 PALM DESERT, CALIFORNIA 92211

ADMITTED:
 CALIFORNIA BAR
 DISTRICT OF COLUMBIA BAR
 OREGON BAR

RECEIVED
 MAR 21 2016
 TELEPHONE: (760) 216-8583
 FACSIMILE: (760) 773-9597
 E-MAIL: LAXLAW@VERIZON.NET

OUR FILE NUMBER:

03555.LAX

March 11, 2016

California Mayors, City Councils and City Clerks:

Re: Proclamation Request - April 25: Parental Alienation Awareness Day

Dear Honorable Mayor, City Council and City Clerk:

I ask you to issue your city's proclamation recognizing April 25 as Parental Awareness Day. See <http://www.paawarenessday.com/>. See attached proclamations from California cities.

Please watch: <https://www.youtube.com/watch?v=5fgRJh26Jho&sns=fb>

Parental alienation, sometimes called Hostile Aggressive Parenting, is a behavior by a parent, or an adult a child trusts, such as a grandmother/father, aunt, uncle, etc., whether conscious or unconscious, that could create alienation in the relationship between a child and a parent. Parental alienation can be mild and temporary or extreme and ongoing. Most researchers believe that any alienation of a child against a parent is harmful to the child's emotional and mental health. Extreme, obsessive, and ongoing Parental Alienation can cause terrible psychological damage to children extending well into adulthood.

Parental Alienation focuses on the parents behavior as opposed to the alienated children's conditions, which is termed Parental Alienation Syndrome. Richard Gardner defined Parental Alienation Syndrome as "a disturbance in which children are preoccupied with deprecation and criticism of a parent-denigration that is unjustified and/or exaggerated." Parental Alienation is damaging to children, whether or not they reject a parent. It's important to recognize and stop the harmful behaviors of the adults before any 'symptoms' develop in the child, and before the behavior escalates to Parental Abduction or Parental Homicide.

If more people knew about how Parental Alienation and Hostile Aggressive parenting works, and how damaging these behaviors are to children, then more people can help deal with the problem. Every child has a fundamental right and need for a loving relationship with both parents and to be denied that right by one parent, without sufficient justification (abuse, serious neglect, etc.), is in itself a form of child abuse, since it is the child who is violated by an alienating parents behavior. The children suffer most. Reunification of the family takes a skilled professional and can be a trying time since the children are often in a continued abusive relationship with the alienating parent, who cannot let go of his or her own conflict with the other parent.

Children deserve better as Parental Alienation leaves children with deep emotional scars as damaging as abducted children or victims of sexual abuse and extreme conflicts. Children often are left with post-traumatic stress syndrome due to the damage caused by the alienating parent. The severe effects of Parental Alienation on children are well-documented: low self-esteem and self-hatred, lack of trust, depression and substance abuse are widespread in children who have suffered through parental alienation. Children internalize the hatred that is taught to be targeted to the alienated parent.

Thank you for your consideration. Please contact me with any questions or comments.

Martin Lax

More About Parental Alienation:

Edward Kruk, Ph.D.'s, article in Psychology Today, The Impact of Parental Alienation on Children Undermining Loving Parent-Child Relationships as Child Maltreatment, posted April 25, 2013:

Parental alienation is more common than is often assumed: Fidler and Bala (2010) report both an increasing incidence and increased judicial findings of parental alienation; they report estimates of parental alienation in 11-15% of divorces involving children; Bernet et al (2010) estimate that about 1% of children and adolescents in North America experience parental alienation. There is now scholarly consensus that severe alienation is abusive to children (Fidler and Bala, 2010), and it is a largely overlooked form of child abuse (Bernet et al, 2010), as child welfare and divorce practitioners are often unaware of or minimize its extent. As reported by adult children of divorce, the tactics of alienating parents are tantamount to extreme psychological maltreatment of children, including spurning, terrorizing, isolating, corrupting or exploiting, and denying emotional responsiveness (Baker, 2010). For the child, parental alienation is a serious mental condition, based on a false belief that the alienated parent is a dangerous and unworthy parent. The severe effects of parental alienation on children are well-documented; low self esteem and self-hatred, lack of trust, depression, and substance abuse and other forms of addiction are widespread, as children lose the capacity to give and accept love from a parent. Self-hatred is particularly disturbing among affected children, as children internalize the hatred targeted toward the alienated parent, are led to believe that the alienated parent did not love or want them, and experience severe guilt related to betraying the alienated parent. Their depression is rooted in feelings of being unloved by one of their parents, and from separation from that parent, while being denied the opportunity to mourn the loss of the parent, or to even talk about the parent. Alienated children typically have conflicted or distant relationships with the alienating parent also, and are at high risk of becoming alienated from their own children; Baker reports that fully half of the respondents in her study of adult children who had experienced alienation as children were alienated from their own children.

Every child has a fundamental right and need for an unthreatened and loving relationship with both parents, and to be denied that right by one parent, without sufficient justification such as abuse or neglect, is in itself a form of child abuse. Since it is the child who is being violated by a parent's alienating behaviors, it is the child who is being alienated from the other parent. Children who have undergone forced separation from one of their parents in the absence of abuse, including cases of parental alienation, are highly subject to post-traumatic stress, and reunification efforts in these cases should proceed carefully and with sensitivity (research has shown that many alienated children can transform quickly from refusing or staunchly resisting the rejected parent to being able to show and receive love from that parent, followed by an equally swift shift back to the alienated position when back in the orbit of the alienating parent; alienated children seem to have a secret wish for someone to call their bluff, compelling them to reconnect with the parent they claim to hate). While children's stated wishes regarding parental contact in contested custody should be considered, they should not be determinative, especially in suspected cases of alienation.

Hatred is not an emotion that comes naturally to a child; it has to be taught. A parent who would teach a child to hate or fear the other parent represents a grave and persistent danger to the mental and emotional health of that child. Alienated children are no less damaged than other child victims of extreme conflict, such as child soldiers and other abducted children, who identify with their tormentors to avoid pain and maintain a relationship with them, however abusive that relationship may be.

- Baker, A. (2010). "Adult recall of parental alienation in a community sample: Prevalence and associations with psychological maltreatment." *Journal of Divorce and Remarriage*, 51, 16-35.
- Bernet, W. et al (2010). "Parental alienation and the DSM V." *American Journal of Family Therapy*, 38, 76-187.
- Fidler, B. and Bala, N. (2010). "Children resisting postseparation contact with a parent: Concepts, controversies, and conundrums." *Family Court Review*, 48 (1), 10-47.
- Kruk, E. (2011). *Divorced Fathers: Children's Needs and Parental Responsibilities*, Halifax: Fernwood Publishing.

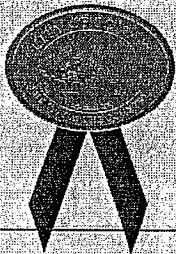


Proclamation

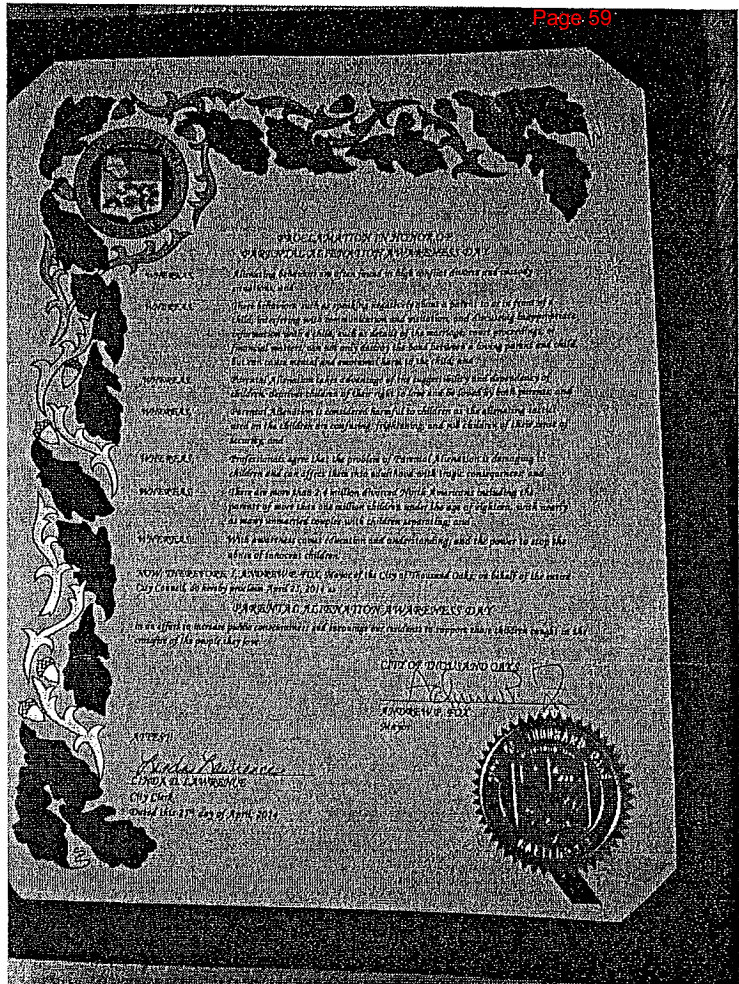
Parental Alienation Awareness Day

WHEREAS, Parental Alienation, sometimes called Hostile Aggressive Parenting, is a behavior by a parent or an adult child trusts that could create alienation in the relationship between a child and a parent; and
WHEREAS, Parental Alienation whether verbal or non-verbal, can cause a child to be mentally manipulated or bullied into believing a loving parent is the cause of all their problems; and
WHEREAS, Parental Alienation can be mild and temporary or extreme and ongoing; and
WHEREAS, most researchers believe that any alienation of a child against a parent is harmful to the child's emotional and mental health; and
WHEREAS, extreme, obsessive, and ongoing Parental Alienation can cause terrible psychological damage to children extending well into adulthood; and
WHEREAS, if more people know about how Parental Alienation works and how damaging these behaviors are to children, then more people can help deal with the problem; and
WHEREAS, Parental Alienation Awareness Day is intended to increase the knowledge and understanding of this problem to help parents and caregivers better raise their children;
NOW, THEREFORE, I, Don Higginson, Mayor of the City of Poway, do hereby proclaim April 25, 2013 to be "Parental Alienation Awareness Day" to recognize the importance of raising awareness of the severity of Parental Alienation.

April 25, 2013



Don Higginson, Mayor



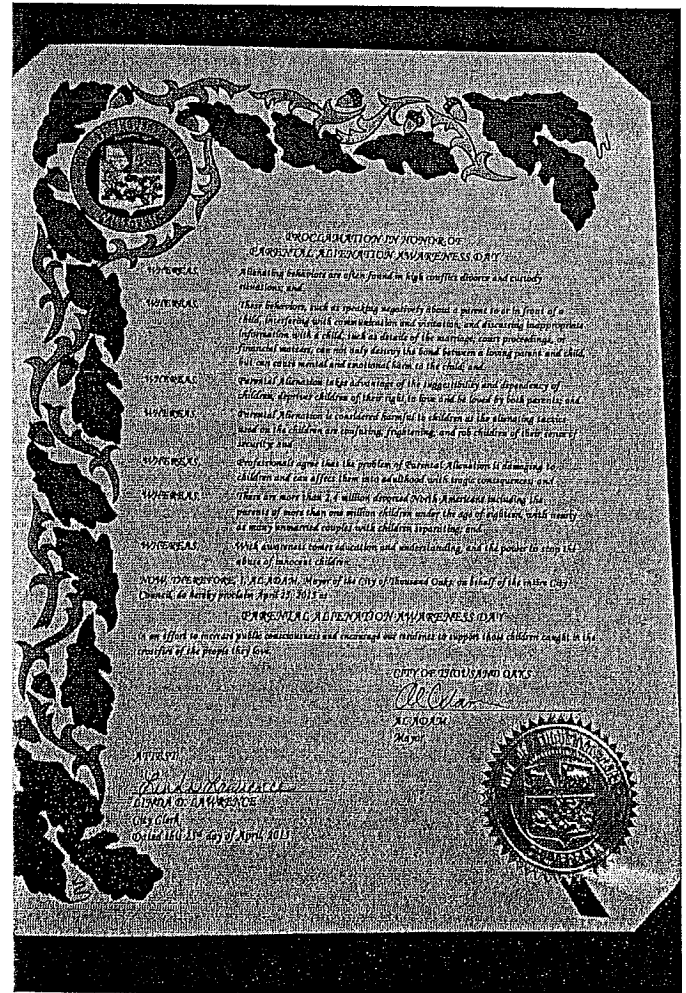
The City of San Diego Proclamation PARENTAL ALIENATION AWARENESS DAY

Presented By The Office Of The Mayor

WHEREAS, Parental Alienation, sometimes called Hostile Aggressive Parenting, is a behavior by a parent or an adult child trusts that could create alienation in the relationship between a child and a parent; and
WHEREAS, Parental Alienation whether verbal or non-verbal, can cause a child to be mentally manipulated or bullied into believing a loving parent is the cause of all their problems; and
WHEREAS, Parental Alienation can be mild and temporary or extreme and ongoing; and
WHEREAS, most researchers believe that any alienation of a child against a parent is harmful to the child's emotional and mental health; and
WHEREAS, extreme, obsessive, and ongoing Parental Alienation can cause terrible psychological damage to children extending well into adulthood; and
WHEREAS, if more people know about how Parental Alienation works and how damaging these behaviors are to children, then more people can help deal with the problem; and
WHEREAS, Parental Alienation Awareness Day is intended to increase the knowledge and understanding of this problem to help parents and caregivers better raise their children. NOW, THEREFORE,
BE IT RESOLVED, THAT I, JERRY SANDERS, the 34th Mayor of the City of San Diego, do hereby proclaim April 25, 2012, to be "Parental Alienation Day" in the City of San Diego to recognize the importance of raising awareness of the severity Parental Alienation.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS DAY, AND HAVE CAUSED THE SEAL TO BE AFFIXED HERETO.

Jerry Sanders, Mayor





PROCLAMATION

WHEREAS, Parental alienation behavior is prevalent in high conflict divorces and custody situations during which one parent influences a child in the denigration of the other parent; and

WHEREAS, These behaviors, such as speaking negatively about a parent to or in front of a child, interfering with communication and visitation, and discussing inappropriate information with a child, such as details of the marriage, court proceedings or financial matters, can and only destroy the bond between a loving parent and child, but can cause mental and emotional harm to the child; and

WHEREAS, Parental alienation takes advantage of the suggestibility and dependency of children, which undue influences on a child can destroy what is otherwise a good and loving relationship between that child and the targeted parent; and

WHEREAS, Parental alienation is harmful to children, robs them of their sense of security, and deprives them of their right to love and to be loved by both parents; and

WHEREAS, Behaviors which interfere with the child-parent relationship can be problematic for the lifetime of the child; and

WHEREAS, Raising awareness and bringing these behaviors and their impact on children to the forefront will help in preventing parental alienation from occurring; and

WHEREAS, The personal cost and emotional harm of parental alienation has long-term consequences; however, through awareness, education, and understanding, we can prevent parental alienation from occurring;

NOW, THEREFORE, The City Council of the City of Barstow hereby proclaims April 25, 2011 in the City of Barstow as

"PARENTAL ALIENATION AWARENESS DAY"

AND FURTHER, We encourage all citizens of our community to recognize the importance of preventing parental alienation through awareness, education, and understanding.

SIGNED AND SEALED at Barstow, California this 21st day of April 2011.

Handwritten signatures and official seals of city officials, including the Mayor and Council Members.

City of Indio

Proclamation

Parental Alienation Awareness Day

WHEREAS, Parental Alienation, sometimes called Hostile Aggressive Parenting, is a behavior by a parent or an adult a child trusts that could create alienation in the relationship between a child and a parent; and

WHEREAS, Parental Alienation whether verbal or non-verbal, can cause a child to be mentally manipulated or bullied into believing a loving parent is the cause of all their problems; and

WHEREAS, Parental Alienation can be mild and temporary or extreme and ongoing; and

WHEREAS, most researchers believe that any alienation of a child against a parent is harmful to the child's emotional and mental health; and

WHEREAS, extreme obsessive and ongoing Parental Alienation can cause terrible psychological damage to children extending well into adulthood; and

WHEREAS, if more people know about how Parental Alienation works and how damaging these behaviors are to children, then more people can help deal with the problem; and

WHEREAS, Parental Alienation Awareness Day is intended to increase the knowledge and understanding of this problem to help parents and caregivers better raise their children.

NOW, THEREFORE, BE IT RESOLVED THAT I, Elaine Holmes, Mayor of the City of Indio, California, do hereby proclaim April 25, 2012 as "Parental Alienation Awareness Day" in the City of Indio to recognize the importance of raising awareness of the severity of Parental Alienation.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL OF THE CITY OF INDIO, THIS 1ST DAY OF APRIL, 2012.



Elaine Holmes, Mayor
Indio, California



PROCLAMATION

WHEREAS, Parental Alienation, sometimes called Hostile Aggressive Parenting, is a behavior by a parent or an adult a child trusts that could create alienation in the relationship between a child and a parent; and

WHEREAS, Parental Alienation, whether verbal or non-verbal, can cause a child to be mentally manipulated or bullied into believing a loving parent is the cause of all their problems; and

WHEREAS, most researchers believe that any alienation of a child against a parent is harmful to the child's emotional and mental health; and

WHEREAS, extreme, obsessive, ongoing Parental Alienation can cause terrible psychological damage to children extending well into adulthood; and

WHEREAS, if more people know about how Parental Alienation works and how damaging these behaviors are to children, then more people can help deal with the problem; and

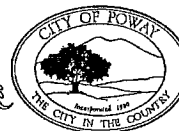
WHEREAS, Parental Alienation Awareness Day is intended to increase the knowledge and understanding of this problem to help parents and caregivers better raise their children; and

NOW, THEREFORE, WE, THE MAYOR, AND CITY COUNCIL OF THE CITY OF CATHEDRAL CITY, by the powers vested in us, do hereby proclaim April 25, 2013 to be "Parental Alienation Awareness Day" to recognize the importance of raising awareness of the severity of Parental Alienation.

Dated this 27th day of March, 2013



Handwritten signatures and titles of city officials: Karla J. D'Agrosa, Mayor; Chuck Vasquez, Mayor Pro Tem; Greg Patis, Councilmember; G. Samuel Toles, Councilmember; Stanley E. Henry, Councilmember.



Proclamation

Parental Alienation Awareness Day

WHEREAS, Parental Alienation, sometimes called Hostile Aggressive Parenting, is a behavior by a parent or an adult a child trusts that could create alienation in the relationship between a child and a parent; and

WHEREAS, Parental Alienation whether verbal or non-verbal, can cause a child to be mentally manipulated or bullied into believing a loving parent is the cause of all their problems; and

WHEREAS, Parental Alienation can be mild and temporary or extreme and ongoing; and

WHEREAS, most researchers believe that any alienation of a child against a parent is harmful to the child's emotional and mental health; and

WHEREAS, extreme, obsessive, and ongoing Parental Alienation can cause terrible psychological damage to children extending well into adulthood; and

WHEREAS, if more people know about how Parental Alienation works and how damaging these behaviors are to children, then more people can help deal with the problem; and

WHEREAS, Parental Alienation Awareness Day is intended to increase the knowledge and understanding of this problem to help parents and caregivers better raise their children.

NOW, THEREFORE, I, Don Higginson, Mayor of the City of Poway, do hereby proclaim April 25, 2012 to be "Parental Alienation Awareness Day" to recognize the importance of raising awareness of the severity of Parental Alienation.

April 25, 2012



Don Higginson, Mayor

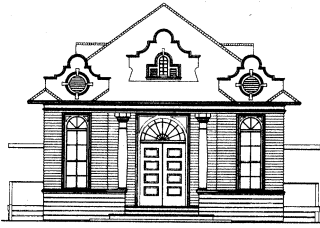
TOWN COUNCIL WEEKLY DIGEST

Friday – April 1, 2016

1. Agenda – Parks & Recreation Committee - Monday, April 4, 2016
2. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, April 6, 2016
3. Agenda – Planning Commission – Wednesday, April 6, 2016
4. Invitation to Council of Cities for Friday, April 29, 2016 – Hosted by County of San Mateo
5. Memo from Brandi de Garmeaux, Sustainability & Special Projects Manager re: Drought Emergency Update
6. [Western City Magazine – April 2016](#)

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

1. Invitation from Association of Bay Area Governments re: Spring General Assembly and Business Meeting



Town of Portola Valley
Parks & Recreation Committee Special Meeting
Monday, April 4, 2016 – 7:30 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications (*5 minutes*)
Persons wishing to address the Committee on any subject, not on the agenda, may do so now. Please note however, the Committee is not able to undertake extended discussion or action tonight on items not on the agenda. *Two minutes per person.*
3. Approval of Minutes: February 8 and March 7, 2016
4. Community Outreach
 - Little League Baseball
5. Town Center Master Plan Update
6. PV Parks 7 Recreation Survey Update
7. Proposal for PT Program/Events Coordinator
8. Zots to Tots Race
9. PV Picnic
10. Tiles Update
11. Adjournment

Next Meeting, May 2, 2016



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, April 6, 2016 – 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

MEETING AGENDA

1. Roll Call
2. Oral Communications
3. Approve Minutes of the March 9, 2016 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. Windy Hill Parking:
 - 1) Review effectiveness of parking measures at peak times
7. Los Trancos Rd Crosswalk
 - 1) Continue discussion of potential improvements and safety measures
8. General Items:
 - 1) New Committee Member Gary Hanes
 - 2) Annual Committee Report: Preparation
 - 3) Email received re-trail use by children on bicycles
9. Update on 2016 Outreach, events & teaching programs:
 - 1) Earth Day/Coordination with Library event – Imminent
 - 2) Town Picnic
10. Matters Arising:
11. Time & Date for May 2016 meeting
12. Adjournment



**TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
Wednesday, April 6, 2016 – 7:00 p.m.
Council Chambers (Historic Schoolhouse)
765 Portola Road, Portola Valley, CA 94028**

7:00 PM – REGULAR AGENDA

1. Call to Order:
 2. Roll Call: Commissioners McKitterick, Targ, Von Feldt, Vice-Chair Gilbert, Chair Hasko
 3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.
 4. Old Business:
 - a. *Public Hearing:* Request for Modifications to the Town's Ground Movement Potential Map. 180 Bear Gulch Drive, Litton Residence, File #: 01-2016 (Staff: D. Pedro) **(Continued from Regular Meeting of March 16, 2016)**
 5. New Business:
 - a. *Public Hearing:* Request for an Exception to Utility Undergrounding Requirement. 62 Santa Maria Avenue, Saii Residence, File #11-2016. (Staff: D. Pedro)
 6. Commission, Staff, Committee Reports and Recommendations:
 7. Approval of Minutes: March 16, 2016
 8. Adjournment:
-

ASSISTANCE FOR PERSONS WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

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

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

PUBLIC HEARINGS

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

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

Date: April 1, 2016

CheyAnne Brown
Planning Technician



Dinner/Meeting Announcement

Date: Friday, April 29, 2016 at 5:30 p.m.

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	Schedule
Angelica's 836 Main Street Redwood City, CA 94063	5:30 pm Social Time 6:15 pm Business Meeting 7:00 pm Dinner 7:30 pm Program 8:30 pm Adjourn

Please contact Marie Chuang at mchuang@hillsborough.net if you wish to bring up an item for group discussion or give a committee report.

Dinner buffet Style - \$50 per person

Caesar Salad
 Roasted Tomatoe, Spinach and Mascarpone Cheese Ravioli
 Chicken Picatta with Caper and Lemon Butter Sauce New
 York Steak with Red Wine Sauce
 Grilled Fingerling Potatoes
 Asparagus and Baby Carrots
 No host bar

RSVP by noon on Friday, April 22, 2015
 to
 Marci Dragun, Legislative Aide, Supervisor Warren Slocum
 Phone: 650-363-4570
 Email: mdragun@smcgov.org

Checks Payable to: County of San Mateo
 Send the payment to this address:
 Supervisor Warren Slocum
 C/O Marci Dragun,
 Board of Supervisors
 400 County Center, BOS 104
 Redwood City, CA 94063

Council of Cities Business Meeting
Friday, April 29, 2016
6:15 p.m.

- ❖ Call to Order
- ❖ Roll Call and Introductions of Mayors, Council Members and Guests
- ❖ Welcome by Board of Supervisor President Warren Slocum
- ❖ Approval of Minutes of Previous Meeting and Treasurer's Report
- ❖ Committee Reports
- ❖ Old Business
- ❖ New Business
- ❖ Announcements

Program

The program will consist of the State of the County from Board of Supervisors President Warren Slocum.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garneau, Sustainability & Special Projects Manager

DATE: April 1, 2016

RE: Drought Emergency Update

The report below provides follow-up on items discussed at the Town Council Meeting on Wednesday, March 23rd and new information released from CalWater since that meeting.

California Reservoir Levels and Sierra Snow Pack Information

The following links are provided for the Council's information and have been posted under the Drought section of the Town website. In addition, staff is composing an email to be sent out to residents in the next few weeks that will include this information.

- Snowpack: <http://cdec.water.ca.gov/cdecapp/snowapp/sweq.action>
- Major Reservoir Levels: <http://cdec.water.ca.gov/cdecapp/resapp/getResGraphsMain.action>
- All Reservoirs, Daily Levels: <http://cdec.water.ca.gov/cgi-progs/reservoirs/RES>

BAWSCA versus Bear Gulch District Target Reduction

The Bay Area Water Supply & Conservation Agency (BAWSCA) has indicated that the 15% regional cutback is a weighted average of the individual cutbacks for all the BAWSCA agencies.

CalWater

Last Friday, CalWater sent a letter to Mayor Derwin indicating that they will be implementing a surcharge courtesy tier to recognize the efforts of those who are working diligently to conserve water. Going forward, customers who nearly meet their target will not incur a surcharge. The surcharge courtesy tier is larger in districts that are meeting the State's water-use reduction requirement and smaller in districts that are falling short.

Because the Bear Gulch District met the State's cumulative water-use reduction requirement through the beginning of February 2016, water budget overage surcharges will be as follows:

- First 5 Ccf over-budget: no surcharge
- More than 6 Ccf over-budget: surcharge of \$10 per Ccf over the customer's allotted budget, in addition to the regular charge for the unit

CalWater is planning to send the attached mailer explaining the surcharge courtesy tier directly to customers this week.

Please contact me directly if you have any questions regarding the items addressed above.

How Cal Water Can Help:

Cal Water has a range of residential and commercial programs available to help you reduce your water use. These include:

Residential

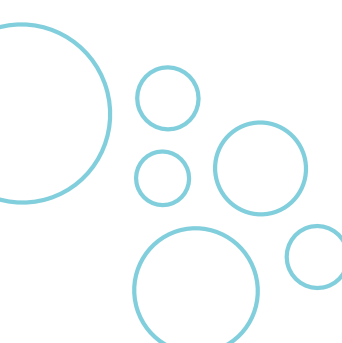
- High-efficiency toilet rebate
- High-efficiency clothes washer rebate
- Smart Irrigation Controller rebate
- Free sprinkler nozzles
- Turf replacement rebate
- Conservation kits with high-efficiency plumbing retrofit devices
- Water-use efficiency evaluations

Commercial

- High-efficiency toilet rebate
- High-efficiency urinal rebate
- High-efficiency clothes washer rebate
- Smart Irrigation Controller rebate
- Rotating nozzle rebate
- Spray body with integrated pressure regulation and check valve rebate
- Free sprinkler nozzles
- Turf replacement rebate
- Controller distribution
- Water-use efficiency evaluations

Need Help? For assistance with conservation, contact our local Customer Center at (650) 561-9709 or infoBG@calwater.com.

For water budget and other drought-related inquires, call Cal Water's Drought Call Center toll-free at (844) 726-8579. More information can also be found at calwater.com.



Important Drought Update for Cal Water Customers



Bear Gulch District
3525 Alameda De Las Pulgas
Menlo Park, CA 94025



Quality. Service. Value.®



Important Update on Drought Regulations and Water Budgets for Cal Water's Bear Gulch District Customers

Este informe contiene información importante. Tradúzcalo o hable con alguien que lo entienda bien.

Dear California Water Service (Cal Water) customer:

We thank you for your efforts to reduce water use since the State Water Resources Control Board (State) implemented mandatory water-use reductions last June. Although March has delivered significant rain and snow, the State of California is still in a drought. Pursuant to an order by the Governor, the State has extended its drought regulations through October 2016.

In May, the State may lift or modify drought regulations if snow and reservoir conditions continue to improve.

We will notify you of any changes that impact you.

Read on to learn more about changes in Cal Water's water budget program that will reduce surcharges.

Water Budgets

Your individual water budget is the amount of water you may use each month without incurring a drought surcharge. Each month's budget is based on the units of water (Ccf) you used that month in 2013. Because the Bear Gulch District is required to reduce water use by **36%**, your budget is 36% less than the amount you used in that month in 2013.

If you did not reside at your home or business in 2013, your water budget is based on the district's average water usage for each month. If you have a unique situation and this budget is not appropriate, you may file an appeal requesting a new water budget. See side column for more information on the appeal process.

If your budget was changed through the appeals process, please refer to the letter you received regarding your water budget. If you did not receive the letter, please contact our Drought Call Center.

You can access your historical water usage and monthly water budgets online at usage.calwater.com

Water Budget Appeals

If you have a unique situation, you may file an appeal to have your water budget increased. Reasons appeals may be considered include:

- Water use necessary for health and safety
- Business or economic needs
- Significant long-term savings achieved since 2011
- Average monthly water use in 2014 that is at least 50% lower than district average
- Large animal care (e.g., horse)

How to file an appeal:

All appeals must be submitted via a written application form, available at www.calwater.com/appeal or from our local Customer Center.

Changes to Water Budget Surcharges

As part of our customer-first approach and to recognize the efforts of customers who are working diligently to conserve water, we have developed a surcharge courtesy tier for water budget overages. In essence, if you get close and ALMOST meet the target, you will not incur a surcharge. The surcharge courtesy tier is bigger in districts that are meeting the State's water-use reduction requirement and smaller in districts that aren't.

Because the Bear Gulch District met the State's water-use reduction requirement cumulatively through the beginning of February 2016, water budget overage surcharges will be as follows, effective March 31: (This means it will start with your next bill cycle on or after March 31, and will show on your bill starting in May.)

- **First 5 Ccf over-budget (Tier A) — NO SURCHARGE**
- **6+ Ccf over-budget (Tier B) — \$10.00 per Ccf over the customer's allotted budget, in addition to the regular charge for that unit**

While this program is in place, we will evaluate the district's cumulative savings no more often than every 90 days and adjust the surcharge courtesy tier if the district begins to fall short of the State's reduction requirement for this system. If the district falls short of the reduction requirement at that time, the surcharge courtesy tier with no surcharges assessed will apply to the first 1 Ccf only.

As before, you will be able to "bank" unused units of water from your monthly water budget for use in future months. If you exceed your monthly budget, any banked units of water will be applied to the overage, both in the surcharge courtesy tier and before drought surcharges are imposed.

Additionally, the drought surcharge for customers on the *Low-Income Rate Assistance* program is half of the regular drought surcharge rate.

A minimum water budget of 6 Ccf (4,488 gallons) each month is established for **single-family, residential** customers. That means your water budget will never be below this threshold, regardless of 2013 water use.

TOWN COUNCIL WEEKLY DIGEST

Friday – April 8, 2016

1. Agenda – ASCC - Monday, April 11, 2016
2. Agenda – Trails & Paths Committee – Tuesday, April 12, 2016
3. Agenda – Emergency Preparedness Committee – Thursday, April 14, 2016
4. Agenda – Cultural Arts Committee – Thursday, April 14, 2016
5. Agenda – Nature & Science Committee – Thursday, April 14, 2016
6. Letter from Chris Compton, Board President Portola Valley Ranch re: Concern for Mountain Bikes on Coalmine Ridge Trails
7. Report from San Mateo County Sheriff's Office – Incident Log for 03/15/16 – 03/27/16
8. Report from San Mateo County Sheriff's Office – Incident Log for 03/27/16 – 04/03/16
9. Media Release – Californians Achieve 96 Percent of Statewide Conservation Goal
10. San Mateo County Mosquito & Vector Control District (SMCMVCD) – NOA of a Draft Programmatic Environmental Impact Report for the SMCMVCD Integrated Mosquito & Vector Management Program

Attached Separates (Council Only)

(placed in your town hall mailbox)

1. Invitation to ABAG Spring General Assembly & Business Meeting (The Future of Regional Planning) April 21, 2016
2. Invitation from HIP Housing – Edgewater Isle Apartments Grand Re-Opening - May 10, 2016
3. Letter from Court Appointed Special Advocates (CASA) of San Mateo County with a Request for Donation
4. LABOR Newsletter – April 2016



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, April 11, 2016
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 Koch, Sill, Wilson, Vice Chair Breen and Chair Ross
3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.
4. New Business:
 - a. Architectural and Site Development Permit Review for a Proposed New Second Unit, Detached Accessory Structure, and Site Improvements, File #20-2015, 50 Adair Lane, Feldman/Bravo Residence (Staff: C. Richardson)
 - b. Architectural and Site Development Permit Review of Proposed Relocated Driveway Access, Entry Gate/Fencing, and Landscaping, File #17-2015, 15 Adair Lane, Low Residence (Staff: D. Pedro)
 - c. Architectural Review of Proposed Residential Addition and Remodeling, File #09-2016, 351 Grove Drive, Barton/Tesler Residence (Staff: D. Pedro)
5. Commission and Staff Reports:

Second Unit Applications: 410 Cervantes Road, Kamran, 414 sf
120 Nathhorst Ave, Vernazza, 748 sf
6. Approval of Minutes: March 28, 2016
7. Adjournment:

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

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: April 8, 2016

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, April 12, 2016 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

MEETING AGENDA

- 1. Call to Order**
- 2. Oral Communications**
- 3. Approval of Minutes** – Regular meeting of March 8, 2016
- 4. Old Business**
 - a. Annual hike / wildflower activity
 - b. Horse fair budget
- 5. New Business**
 - a. Season trail openings and trail assignments
 - b. Bicycles on PVR (and other PV) trails
 - c. Possum Lane
 - d. Nathhorst
 - e. Memorial inquiry (John Boice / Larry Lane Trail) from Woodside Highlands Homeowners Association
- 6. Other Business**
- 7. Adjournment**

Enclosures:

Minutes from March 8, 2016
Financial Review for March 2016
Trail Work memo only (no map this month) – March 2016
Letter from Portola Valley Ranch re: Mountain bikes
on Coalmine Ridge trails
Town's policy on Memorials and Honorary Recognitions



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, April 14, 2016 - 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: Dave Howes, Diana Koin, Anne Kopf-Sill,
 Dale Pfau/Chair, Chris Raanes, Ray Rothrock, Craig Taylor, Bud Trapp,
 Tamara Turner, and Stuart Young
 Guests: Jeremy Dennis/Town Manager, John Richards/Town Council,
 Dan Ghiorso and Selena Brown WFPD, Mark Kuykendall/Sheriff's Office, Gary
 Nielsen, Sheriff
 Absent:
2. 8:01 Oral Communications
3. 8:03 Review and approval of minutes
 - Motion: Accept the Minutes of March 10, 2016
4. 8:05 CERPP/WFPD Report (Brown/Ghiorso)
 - Wildland Fire Drill update
 - 1Concern demonstration update/discussion
5. 8:20 Town Report
 - Emergency Training – EOC open for Wildland Fire Drill
 - Fifth Wednesday
6. 8:35 Med subcommittee Report (Young)
 - Get-together for Health Care Workers
7. 8:40 Communications Sub Committee Report (Rothrock)
 - AM radio improvement update
 - 220 Mhz repeater update
 - AM radio streaming service invoice - Motion
8. 8:50 Community Outreach Sub Committee Report (Turner)
 - Town Picnic planning
9. 8:55 Other Business
10. 9:00 Adjourn: Next meeting is May 12, 2016



TOWN OF PORTOLA VALLEY
Cultural Arts Committee Meeting
Thursday, April 14, 2016 - 1:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – March 10, 2016
4. Old Business
 - May speaker event prep
 - Summer concert series prep
 - Fall speaker dates discussion
 - Piano update
5. New Business:
 - Annual report preparation
6. Adjournment

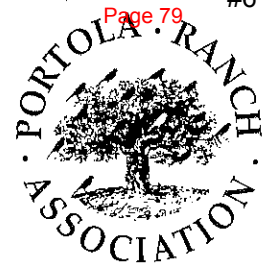


Town of Portola Valley
Nature and Science Committee Meeting
Thursday, April 14, 2016 – 5:00 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

MEETING AGENDA

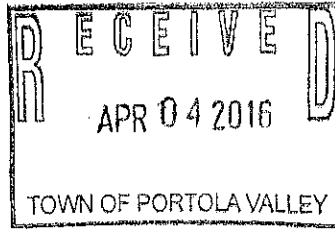
1. Call to Order
2. Oral Communications (Anyone wanting to address the Committee OR anyone wanting to speak on something that is not on the agenda)
Introduction of visitors
3. Approval of February 25, 2016 special meeting
4. Reports:
Predator Event
5. Planning and Discussion:
Star Party
Next big event
6. Action Items
Outstanding bills
7. Other Reports:
8. Adjournment

Next meeting June 9, 2016



1 INDIAN CROSSING
PORTOLA VALLEY
CALIFORNIA, 94028
650-851-1811

March 23, 2016



To the Portola Valley Town Council
CC: Howard Young, Public Works Director

The Board of the Portola Valley Ranch has been made aware of a growing problem of mountain bikes on trails on Coalmine Ridge. This presents both a hazard to hikers and increases the wear on the trails.

The PVR Board appreciates the Town's ongoing efforts to maintain these trails. However, these trail easements were granted to the town for foot traffic only. The PVR Board is supportive of the Town's efforts to discourage bicycle use of these trails, including the use of stiles and enforcement efforts.

Regards,

Chris Compton, Board President
Portola Valley Ranch Board



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

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

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

Tuesday 03/15/16 to Sunday 03/27/16

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-2565	03/15/16 4:24PM	2100 Blk. Gordon Ave. West Menlo Park	Obtain / Use Personal ID w/o Authorization	Unknown suspects accessed the victim's personal information and obtained a loan from American Web Loan. Total loss is approximately \$2,200.
16-2598	03/16/16 1:48PM	100 Blk. Haciendas Drive Woodside	Personate to Get Money	Unknown suspects accessed the victim's personal information and obtained two credit cards in the victim's name. There is no loss at this time because the victim caught the issue in time.
16-2636	03/17/16 11:22AM	Andeta Way / La Mesa Dr. Ladera	Traffic Accident – No Injuries	V-2 was traveling eastbound on Andeta Way, but stopped when she saw V-1 in front of her. V-1 is a street sweeper and was cleaning the street. As V-2 was stopped, V-1 began to slowly back

				up, going westbound on Andeta Way. D-1, who was in V-1, did not see V-2. The rear portion of V-1 struck the front portion of V-2. The collision did not cause any damage to V-1 and caused minor damage to V-2.
16-2710	03/19/16 7:28PM	2700 Blk. Northgate Dr. / Woodside Rd. Woodside	Traffic Accident – No Injures	V-1 made an unsafe turn onto Woodside Rd from Northgate Drive causing V-2 to collide with V-1. The collision caused significant damage to both vehicles.
16-2722	03/20/16 12:4PM	Kings Mountain Rd. Woodside	Burglary	An unknown suspect smashed several windows of a vehicle parked 1.5 miles west of Huddart Park. Approximately \$8,000 of camera and computer equipment was stolen from the trunk.
16-2725	03/20/16 1:49PM	1900 Blk. Valparaiso Ave. West Menlo Park	Petty Theft	An unknown suspect stole the rear license plate of the victim's vehicle that was parked in the driveway of their residence.
16-2731	03/20/16 5:22PM	Portola Rd. / Woodside Rd. Woodside	Hit and Run / Non - Injury	V-1 crossed over the double yellow lines into the victim's lane and collided with V-2. D-1 failed to stop and fled the scene.
16-2835	03/23/16 1:45PM	100 Blk. Tum Suden Way Woodside	Obtain / Use Personal ID w/o Authorization	The victim received notification from a collection company regarding an outstanding credit card bill from 2006 which totaled in \$11,000. The victim claimed they did not open the card.
16-2844	03/23/16 4:07PM	100 Blk. Los Robles Court West Menlo Park	Obtain / Use Personal ID w/o Authorization	Unknown suspect received a copy of the victim's W-2 form via email phishing from his place of employment. The victim did not suffer any financial loss as a result.
16-2897	03/25/16 9:52AM	3000 Blk Alpine Rd. Ladera	General Information Case	Two unknown suspects entered the store and attempted to steal bottles of alcohol but were confronted by workers. The suspects left the store without any merchandise.
16-2900	03/25/16 12:12PM	700 Blk. Portola Rd. Portola Valley	Traffic Accident – Minor Injury	D-1 suffered a medical emergency and struck a portable light fixture. The patient was transported and there were no other

				injuries.
16-2946	03/26/16 2:20PM	Portola Rd. / Woodside Rd. Woodside	Traffic Accident – Minor Injury	V-1 collided into the rear driver's quarter panel of V-2, causing minor damage to V-2. The driver of V-1 was transported for minor injuries.
16-2956	03/26/16 9:15PM	2000 Blk. Sharon Rd. West Menlo Park	Obtain / Use Personal ID w/o Authorization	An unknown suspect charged \$12,000 in fraudulent charges to the victim's Nordstrom's credit card.



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.

Sunday 03/27/16 to Sunday 04/03/16

Greg Munks
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-02963	03/27/16 02:27AM	El Camino Real/Roosevelt Ave North Fair Oaks	DUI Turnover- Informational	The deputy was driving northbound on the #2 lane on El Camino real at E. Selby Lane in unincorporated Redwood City when he noticed a 4 door, Nissan Altima straddling the number three lane, and crossed back into the number 2 lane three times. The deputy initiated a traffic stop. Upon contact, the deputy could smell the odor of an alcoholic beverage emanating from the suspect's breath, eyes were bloodshot and watery. The deputy asked the suspect if he had anything to drink, and he said one beer. Based on the above listed symptoms and observations, the deputy had dispatch request a California Highway Patrol (CHP) Officer to his location.
16-03010	03/28/16 08:10PM	2000 blk of Calvin Ave, North Fair Oaks	Vandalism \$400 or more	The deputy received a report of a suspect vandalizing. The deputy met with the victim who gave him a description of the suspect who vandalized her vehicle. A witness also approached the deputy and informed him of the occurrence. Based off the

				description and photo lineup the deputy was able to identify the suspect. Deputies conducted an area check in order to locate the suspect with negative results.
16-3015	03/28/16 10:30PM	Douglas Ave/Middlefield Rd North Fair Oaks	Robbery from person/fear or force	An unknown suspect described as a light black male adult robbed victim. he robbery took place on Middlefield road between Douglas Avenue and Fifth Avenue in unincorporated Redwood City. The unknown suspect approached victim from behind while she stood at the corner of an unknown intersection. The unknown suspect placed a gun to her head and demanded her to give him her purse. The suspect is described as a light skin black male adult wearing a ski mask which covered his entire face and head. The suspect was wearing a black hooded sweatshirt and black pants. The suspect was described as being approximately six feet tall and weighing approximately 220 pounds. The deputy did an extensive area check of Middlefield Road from Douglas Avenue to Fourth Avenue which met with negative results.
16-3063	03/29/16 12:47PM	2600 blk of El Camino Real, North Fair Oaks	Embezzled Leased or Rented Vehicle	Suspect rented a vehicle at Hertz Rental for one day, yet never returned it the following day as agreed by the contract. At the time of the rental, the suspect provided a Brazilian driver's license, provided fake address and a non-working telephone number. The vehicle was entered into the stolen vehicle system.
16-3056	03/30/16 09:20AM	200 blk Corte Madera Rd Portola Valley	Personate Get Money/Prop	The deputy received a report on a fictitious federal income tax filing. The victim received a letter from the IRS indicating that they believed that a false federal income tax return had been filled in both her and her husband's names. The letter advised the victims to verify their information online or by phone. The victim told the deputy she made telephone contact with the IRS and verified that the federal tax filling was fraudulent. Victim then called the Sheriff's Office to report the activity.
16-3070	03/30/16 Unknown time	Skywood Way, Woodside	Unauthorized Use Access Card/Petty Theft	Victim reported that an unknown suspect broke into his mailbox and stole his debit card. The card was activated three times. The total loss was \$1054.62. The victim contacted the credit card agency and the card has been cancelled.

16-3075	03/30/16 Unknown time	100 blk of Mimosa Way Ladera	Obtain/Use Personal ID w/o auth-Felony	The victim received a U.S. Treasury tax refund check in the mail. She had not yet filed her taxes so she contacted the IRS. The IRS confirmed that taxes had been filed in her name generating the refund check. The victim was directed to generate a local identity theft report before the IRS would conduct the investigation into the fraudulent tax return. No suspects were identified. Her identity was possibly stolen when her personal information was mistakenly released by her prior employer.
16-3079	03/30/16 10:45AM	Skywood Way/Still Creek Rd Woodside	Vandalism - Damaged Property	The deputy was dispatched to investigate a report of vandalism. The victim discovered that his mailbox and other mailboxes on Still Creek Rd appear to have been forced open. The lock to his mail box was no longer working properly. He did not know if any mail was missing. He was aware of a similar incident in the area and requested a report.
16-3125	03/31/16 08:45PM	Alameda De Las Pulgas/Woodside Rd West Selby Lane	Drive W/Suspended License	During a traffic stop, the deputy made contact with the driver and asked him for his license, registration and proof of insurance. The driver stated, "My license is suspended because of a ticket." He then identified himself verbally. The deputy conducted a records check through County Communications, who confirmed that his license was suspended.
16-03117	03/31/16 05:11PM	Fair Oaks Ave/Warrington Ave North Fair Oaks	Assault with a Deadly Weapon Probation Violation/Adult - Felony	An Assault with a Deadly Weapon on an officer (245 (C) PC) occurred at Warrington Ave./Fair Oaks Ave. in unincorporated San Mateo County. Special Agents from the Vehicle Theft Task Force were conducting a stolen vehicle investigation in the area. As an officer attempted to get an uninvolved female to leave the area, the suspect advanced on the officer holding an approximately 12" kitchen knife. The officer took the suspect to the ground and disarmed him. The suspect was identified and booked into the Maguire Correctional Facility. It was later determined he was on probation and a probation hold was also placed on him.
16-03194	04/02/16 10:45PM	3000 blk of Alpine Rd Portola Valley	Minor Possess Alcohol	A deputy was dispatched to investigate report for a noise complaint. Upon arrival, the deputy heard loud music and saw flashing lights coming from the rear of the location. When he walked in, he noticed a large amount of people who appeared to be under the age of 21. Citations were issued.

16-3205	04/03/16 03:06PM	La Honda Rd/Portola Rd Woodside	Traffic Accident - No Injuries	P-1 was driving V-1 westbound on La Honda Rd., V-1 had left the roadway and was on the shoulder. P-1 attempted to regain control of V-1 by steering back onto the roadway, but P-1 oversteered and began to travel into oncoming traffic. P-1 oversteered V-1 back towards the shoulder and collided with the embankment causing V-1 to flip over.
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CALIFORNIANS SAVE 1.19 MILLION ACRE-FEET OF WATER, ENOUGH TO SUPPLY NEARLY 6 MILLION PEOPLE FOR A YEAR

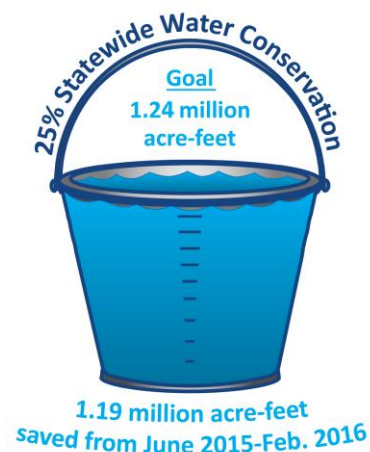
CALIFORNIA ACHIEVES 96 PERCENT OF STATEWIDE CONSERVATION GOAL, NARROWLY MISSING GOVERNOR’S NINE MONTH MANDATE

FOR IMMEDIATE RELEASE
April 4, 2016

Contact: George Kostyrko
gkostyrko@waterboards.ca.gov

SACRAMENTO – Californians came just shy of meeting Governor Edmund G. Brown Jr.’s 25 percent water conservation mandate for the nine months since mandatory urban conservation began. Statewide cumulative savings from June 2015 to February 2016 totaled 23.9 percent compared with the same months in 2013.

“Twenty-four percent savings shows enormous effort and a recognition that everyone’s effort matters,” said State Water Resources Control Board Chair Felicia Marcus. “Californians rose to the occasion, reducing irrigation, fixing leaks, taking shorter showers, and saving our precious water resources in all sorts of ways.”



With nearly 1.19 million acre-feet of water conserved from June 2015 through February 2016, the state achieved 96 percent of the savings goal of 1.24 million acre-feet of water. Water saved during the nine month period is enough to supply more than 5.9 million Californians for one year; this is approximately the combined population of San Diego, Riverside, and Tulare counties, or 15 percent of the state’s population.

Statewide, the conservation rate dropped from 17.1 percent in January to 12 percent in February, likely because February 2016 was one of the warmest and driest Februaries since the drought began. In addition, residents generally use much less water for outdoor irrigation in the winter months, so there is less opportunity for high volume, and percentage, savings.

As the wet season draws to a close in April – and with water suppliers, residents, and businesses posing important questions about the future of water conservation in California – the State Water Board will hold a public [workshop](#) on April 20 to receive input on conservation



needs through the summer. The workshop will consider adjustments to the current emergency regulations given available water supply, storage, and snowpack.

In the meantime, Californians are urged to continue applying their water conservation skills and habits through the spring months. These efforts should include complying with urban water supplier directives on when outdoor irrigation is permitted, not irrigating outdoors during and within 48 hours following a rain event, and fixing leaks that are discovered during individual water user audits.

“March brought us much needed rain and snow after a frightening February,” Chair Marcus said. “It was more of a moderate March than the miracle March we hoped for, but we’re grateful for every raindrop and every snowflake, and we are still hoping for more April showers. We are in better shape than last year, but are still below average in most of California. We need to keep up our efforts to conserve the water we’ve gotten. We can better tune up and adjust our emergency rules once we see our final rain and snowpack tallies in the next few weeks.”

An [updated and extended emergency regulation](#) was adopted by the Board on Feb. 2 and took effect Feb. 11. The regulation extends restrictions on urban water use through October while providing urban water suppliers some latitude in the conservation requirements they must meet. The action follows Governor Edmund G. Brown Jr.’s Nov. 13, 2015, [Executive Order](#) directing the State Water Board to extend the emergency water conservation regulation through Oct. 31, 2016 should drought conditions persist.

February Conservation Data

- For June through February, the cumulative statewide reduction was 23.9 percent, compared to the same months in 2013. That equates to nearly 1.19 million acre-feet of water saved, putting the state 96 percent of the way to meeting the 1.24 million acre-feet savings goal set for the end of February.
- Statewide water savings for February 2016 was 12 percent (41,591 acre feet or 13.6 billion gallons), a decrease from January 2016’s 17.1 percent savings. See fact sheet [here](#).
- February 2016 compliance indicates that 55 percent of suppliers met their conservation standards.

Water Conservation Quick Links

[Factsheet: February by the Numbers](#)

[June 2014 - February 2016 Data Set](#)

[Cumulative Savings and Conservation Compliance for February](#)



- Statewide average water use for February was 67 residential gallons per capita per day (R-GPCD), closely matching the December 2015 average but higher than January's all-time low of 61 gallons per person per day.

Enforcement

The State Water Board's Office of Enforcement continues to work with water suppliers that are not meeting their conservation standards, and with small water suppliers that have not filed their December 2015 report.

Since June 2015 the State Water Board has issued:

- 98 warning letters;
- 118 notices of violation;
- 12 conservation orders (one was rescinded due to compliance);
- Four Administrative Civil Liability Complaints (one ACL paid; three in negotiations); and
- Seven alternative compliance orders.

Background

In his April 1, 2015 [Executive Order](#), Gov. Brown mandated a 25 percent water use reduction by users of urban water supplies across California. In May 2015, the State Water Board adopted an emergency regulation requiring an immediate 25 percent reduction in overall potable urban water use. The regulation uses a sliding scale for setting conservation standards, so that communities that have already reduced their R-GPCD through past conservation will have lower mandates than those that have not made such gains since the last major drought.

On Feb. 2, 2016, based on Gov. Brown's [November 2015 Executive Order](#), the State Water Board approved an updated and extended emergency regulation that will continue mandatory reductions through October, unless revised before then. The extended regulation responds to calls for continuing the conservation structure that has spurred such dramatic savings so far while providing greater consideration of some factors that influence water use: climate, population growth and significant investments in new local, drought-resilient water supplies such as wastewater reuse and desalination. Under the extended regulation, statewide water conservation is expected to continue at the high levels Californians have been achieving since June 2015.

The State Water Board tracks water conservation for each of the state's larger urban water suppliers (those with more than 3,000 connections) on a monthly basis, but compliance with individual water supplier conservation requirements and the statewide 25 percent mandate is based on cumulative savings. Cumulative tracking means that conservation savings will be



Media Release

added together from one month to the next and compared to the amount of water used during the same months in 2013.

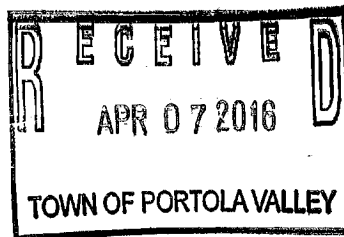
California has been dealing with the effects of an unprecedented drought. To learn about all the actions the state has taken to manage our water system and cope with the impacts of the drought, visit Drought.CA.Gov. Every Californian should take steps to conserve water. Find out how at SaveOurWater.com. While saving water, it is important to properly water trees. Find out how at www.saveourwater.com/trees. In addition to many effective local programs, state-funded turf removal and toilet replacement rebates are also available. Information and rebate applications can be found at: www.saveourwaterrebates.com/.

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**SAN MATEO COUNTY
MOSQUITO & VECTOR
CONTROL DISTRICT**

Protecting public health since 1916



#10
Page 91
1351 Rollins Road
Burlingame, CA 94010
phone (650) 344-8592
fax (650) 344-3843
www.smcmvcd.org

**Notice of Availability (NOA) of a
Draft Programmatic Environmental Impact Report for the
San Mateo County Mosquito and Vector Control District's
Integrated Mosquito and Vector Management Program**

SCH# 2012052063

Date: March 21, 2016

To: State Clearinghouse, Responsible, Trustee, and Interested Agencies; and other Interested Parties and Individuals

Draft PEIR: Notice is hereby given that a Draft Programmatic Environmental Impact Report (Draft PEIR) has been prepared by the San Mateo County Mosquito and Vector Control District (SMCMVCD) as Lead Agency under the California Environmental Quality Act (CEQA). The Draft PEIR addresses the potential environmental impacts that would result from continued implementation of a range of vector control alternatives that are components of the District's Integrated Mosquito and Vector Management Program (Program). After consideration of public comments on the Draft PEIR, the Final PEIR, additional comments on the Final PEIR, and then certification, the District Board of Trustees will decide whether and how to approve and carry out the Proposed Program.

Public Review and Hearing: One public hearing will be held on **April 20, 2016, from 4:00 pm 6:00 pm**, to receive agency and public comment on the content of the Draft PEIR for the Proposed Program at: Veterans Memorial Recreation Center, Community Room, 251 City Park Way, San Bruno, CA 94066.

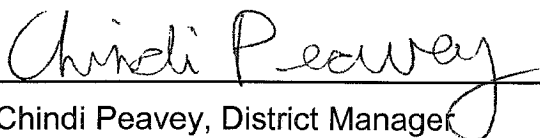
The Draft PEIR is available on the District's website: www.smcmvcd.org, at the District's office (1351 Rollins Road, Burlingame, CA 94010) between 8:00 am and 4:00 pm (hard copy), as a CD upon request, and at the following 12 public libraries:

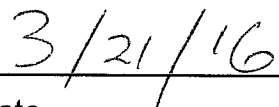
Belmont Library, 1110 Alameda de las Pulgas, Belmont, CA 94002
Brisbane Library, 250 Visitacion Ave. Brisbane, CA 94005
Burlingame Library, 480 Primrose Rd. Burlingame CA 94010
Daly City Library, 40 Wembley Dr. Daly City, CA 94015
East Palo Alto Library, 2415 University Ave. East Palo Alto, CA 94303
Foster City Library, 1000 East Hillsdale Blvd. Foster City, CA 94404
Half Moon Bay Library, 620 Correas St. Half Moon Bay, CA 94019
Menlo Park Library, 800 Alma St. Menlo Park, CA 94025

Millbrae Library, 1 Liberty Ave Millbrae, CA 94030
 Pacifica Sharp Park Library, 104 Hilton Way Pacifica, CA 94044
 Portola Valley Library, 965 Portola Rd Portola Valley, CA 94028
 Redwood City Library, 1044 Middlefield Rd. Redwood City, CA 94062
 San Bruno Library, 701 Angus St. San Bruno, CA 94066
 San Carlos Library, 600 Elm St. San Carlos, CA 94070
 San Mateo City Library, 205 West Hillsdale Blvd. San Mateo CA 94403
 San Mateo County Library, 55 West 3rd Ave San Mateo, CA94402
 South San Francisco Library, 840 West Orange Ave South San Francisco, CA 94080
 Woodside Library, 3140 Woodside Rd. Woodside, CA 94062

Documents referenced in the Draft PEIR may be viewed at the District office by appointment during normal business hours, 8:00 am to 4:00 pm. Project files will be maintained at this location.

Due to the time limits mandated by State law, **your written comments must be sent at the earliest possible date, but not later than 45 days after receipt of this notice or by May 9, 2016.** Please send your response to: Dr. Chindi Peavey, District Manager, 1351 Rollins Road, Burlingame, CA 94010; or fax: (650) 344-3843; or email: peir@smcmvcd.org


 Chindi Peavey, District Manager


 Date

Project Location

The Integrated Mosquito and Vector Management Program's "Project Area" or Program Area consists of the SMCMVCD's "Service Area" boundaries, which generally includes all lands within the County of San Mateo. The Program Area includes the adjacent counties of San Francisco, Santa Clara, and Santa Cruz where assistance may be provided upon request and under the auspices of the adjacent county's mosquito and vector control agency.

Description

The San Mateo County Mosquito and Vector Control District (SMCMVCD) (Project Sponsor) has prepared a Programmatic EIR (PEIR) to evaluate the effects of the continued implementation of the control strategies and methods prescribed in its Integrated Mosquito and Vector Management Program (Program). The District undertakes activities through its Program to control mosquitoes; rats/other rodents, yellow jacket wasps, paper wasps, ticks, and noxious weeds, and provides information on preventing nuisance wildlife. (A vector is defined as "any animal capable of transmitting the causative agent of human disease or capable of producing human discomfort or injury..." (The California Health and Safety Code, Section 2200(f)). The District was established to reduce the risk of vector-borne disease and discomfort to the residents of its Service Area. In addition to being nuisances by disrupting human activities and enjoyment of public and private areas, certain vectors can transmit a number of diseases. The diseases of most concern in the Program Area are West Nile virus (WNV), western equine encephalomyelitis (WEE), St. Louis encephalitis (SLE), dog heartworm, and malaria, which are transmitted by mosquitoes; rabies transmitted by skunks and bats; plague and murine typhus transmitted by fleas on rodents; leptospirosis and hantavirus pulmonary syndrome associated with house mice, deer mice and other rodents; and Lyme disease, Babesiosis, and Ehrlichiosis

transmitted by ticks. District policy is to identify those species that are currently disease vectors, to recommend techniques for their prevention and control, and to anticipate and minimize any new interactions between mosquitoes/vectors and humans.

Since its inception 100 years ago, the District has used a suite of tools that consist of surveillance; vegetation management; and physical, biological, and chemical controls. The implementation of the Program is weighted heavily towards the physical and biological control and vegetation management components, in part, to reduce the use of chemical treatments. In order to realize effective and environmentally sound mosquito and vector management, vector control must be based on several factors: carefully monitoring or surveying their abundance and/or potential contact with people; establishing treatment criteria; and appropriately selecting from a wide range of control methods. This dynamic combination of surveillance, treatment criteria, and use of multiple control activities in a coordinated program is generally known as Integrated Pest Management (IPM). The PEIR evaluates the following alternatives as components of its overall Program. The Program anticipates using all of the chemical and nonchemical alternatives (and options) combined into an IPM Program. Public education is conducted along with the alternatives described below to encourage and assist in reduction and prevention of vector habitats on private and public property. It is not evaluated separately.

Surveillance is conducted for vector populations and habitats, disease pathogens, and public distress associated with vectors. Vector surveillance activities include field counting, and trapping, along with the laboratory analysis of vectors, their hosts, and pathogens to evaluate populations and disease threats; field inspection of known or suspected habitats where vectors live; maintenance of paths and the limited use of all-terrain vehicles to access vector habitat; analysis of public service requests and surveys; and other methods of data collection.

Physical Control is the management of vector habitat, especially through water control and maintenance or improvement of channels, tide gates, levees, and other water control facilities to improve circulation. Source control activities are designed to reduce mosquito and vector populations through changes in the physical environment which reduce its habitat suitability for vectors, or which improve habitat or mobility of natural predators of vectors.

Vegetation Management includes activities which impact vector habitat through manipulation of vegetation using chemical and nonchemical methods to reduce the habitat value of sites for mosquitoes and other vectors or to aid production or dispersal of vector predators, as well as to allow District staff's access to vector habitat for surveillance and other control activities. Vegetation removal or thinning primarily occurs in aquatic habitats to assist with the control of mosquitoes and in terrestrial habitats to help with the control of other vectors.

Biological Control is the District's application of mosquitofish in mosquito breeding habitat is the most commonly used biological control agent for mosquitoes in the world. Due to concerns that mosquitofish may potentially impact red-legged frog and tiger salamander populations, District policy is to limit the use of mosquitofish to ornamental fish ponds, water troughs, water gardens, fountains, unused swimming pools, and other types of isolated man-made ponds that do not provide habitat that could support native species and that are not connected to natural waterways.

Chemical Control involves the application of nonpersistent, selective insecticides to directly reduce larval or adult mosquito populations and other invertebrate threats to public health (e.g., yellow jacket wasps and ticks); and the use of rodenticides to control rats. Secure, tamper-proof bait stations or other accepted methods of rodent baiting are conducted in areas with severe rodent infestations. If and when inspections reveal that mosquitoes or other vector populations

are present at levels that trigger the District's criteria for chemical control – based on the vector's abundance, density, species composition, proximity to human settlements, water temperature, presence of predators, and other factors – District staff will apply pesticides to the site in strict accordance with the pesticide label instructions and District best management practices (BMPs).

Other Nonchemical Control is primarily the trapping of rodents and nuisance wildlife that pose a threat to public health and welfare.

Other Alternative Programs evaluated in the Draft PEIR include the following: No Program, Reduced Chemical Control Alternative Program, and No Chemical Control Alternative Program.

Summary of Potentially Significant Impacts

The PEIR evaluates potential environmental impacts (direct, indirect, and cumulative) and focuses on the following environmental resources and concerns: human health, ecological health, land use, public services/hazard response, water quality (surface and ground waters), air quality, climate change (greenhouse gas production), noise, and biological resources. The analyses conclude that most of the environmental impacts are either "no impact" or a "less-than-significant impact." One air quality impact was determined to be potentially significant but could be mitigated to less than significant. The Chemical Control Alternative could subject people to objectionable odors from a few active ingredients. The adult insect materials have been used in the current Program without complaints. However, it is possible that complaints could occur in the future. The potential use of the mosquito adulticide naled poses a potentially significant and unavoidable impact to surface water quality. It would be used only if adult mosquitoes were resistant to more commonly used pesticide formulations.