




# TOWN OF PORTOLA VALLEY

## STAFF REPORT

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**TO:** Mayor and Members of the Town Council

**FROM:** Melissa Thurman, Town Clerk 

**DATE:** March 8, 2023

**RE:** Geological Safety Committee Charter Amendment

### **RECOMMENDATION**

The Geological Safety Committee recommends that the Town Council approve an amendment to their charter to schedule regular meetings on the second Monday of each month at 10:00 a.m.

Staff has confirmed there are no conflicts on the Town calendar for the recommended meeting schedule.

### **BACKGROUND**

During their meeting of February 6, 2023, the Geological Safety Committee voted unanimously to hold regularly scheduled meetings on the second Monday of each month at 10:00 a.m., pending Town Council approval.

### **FISCAL IMPACT**

There is no fiscal impact associated with the proposed charter amendment.

### **ATTACHMENT**

1. Proposed Geological Safety Committee Charter, with Redline Amendment



## **TOWN OF PORTOLA VALLEY**

### **Geological Safety Committee Charter**

#### **OBJECTIVES**

To advise the Town Council, other Town bodies, and Town staff or officials as needed on geological hazards or matters related thereto.

#### **DUTIES AND FUNCTIONS**

1. The Committee shall serve only in an advisory role;
2. To review Town ordinances, policies, plan and procedures related to geological hazards;
3. To review the Town's Earthquake Preparedness and Education Program in light of geological hazards; and
4. To comment on other matters as requested by Town Council.

#### **RESPONSIBLE TO**

Town Council

#### **COORDINATION**

Council Liaison

Town Planner

Town Geologist

#### **MEMBERSHIP**

The Committee shall consist of seven members, appointed by the Mayor with Council concurrence for one-year terms. Rotating Chair to be selected by the Committee on an annual basis.

#### **MEETINGS**

The second Monday of each month at 10:00 a.m. ~~When needed~~