




TOWN OF PORTOLA VALLEY

STAFF REPORT

TO: Mayor and Members of the Town Council

FROM: Melissa Thurman, Town Clerk 

DATE: March 8, 2023

RE: Open Space Committee Charter Amendment

RECOMMENDATION

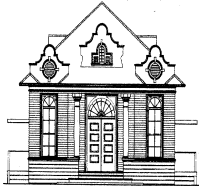
The Open Space Committee recommends that the Town Council approve an amendment to their charter updating their charter with numerous edits in all sections.

FISCAL IMPACT

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

ATTACHMENT

1. Proposed Open Space Committee Charter, with Redline Amendment



TOWN OF PORTOLA VALLEY

Open Space Committee Charter

OBJECTIVES

1. Support preservation of the Town's rural environment by advising the Town Council on all open space matters including analyzing mechanisms for financing and acquiring open space in the Town's locality, developing communications to foster public awareness, education, and financial support for land conservation, and serving as a liaison with local and regional open space organizations whose activities are relevant to the Town's land conservation goals.
4. Support, protect, and connect the community with the Town's open spaces and rural environment, by advising the Town Council on open space matters.
2. Coordinate with and assist other Town committees, regional agencies, and organizations on matters related to conservation, land use, recreation, and environmental issues.
3. Develop community awareness of open space opportunities and provide a yearly source of open space funding through community events sponsored by open space events subcommittee.

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DUTIES AND FUNCTIONS

1. Advise the Town Council on open space acquisition, open space maintenance, and related matters; land acquisitions, conservation easements, and the enhancement and maintenance of open space;
2. Provide analysis to the Town Council of mechanisms for the funding and acquisition of open space and assist the Town in the evaluation of financing options when specific parcels or easements have been identified for acquisition financial oversight for the Open Space Fund and identify sources to sustain and grow our capacity for nimble acquisition and long-term protection of open space;
3. Monitor local properties, and communicate with local and regional conservation agencies and organizations whose activities are relevant to the Town's open space goals Foster mutual awareness, education, and financial support for land conservation, wildlife corridors, and conservation easements in Portola Valley;
4. Develop communications materials to foster public awareness, education, and financial support for land conservation within the Town Collaborate with other Town committees and local and regional agencies, organizations, and land owners on issues common to the Town's open space conservation and land use goals;
5. Make recommendations to the Town Council on public financing issues for open space acquisitions, and funding for the Town's Open Space Fund;

6. Participate in the review of the General Plan, ~~the Open Space Element, and land use ordinances relevant to open space preservation, and advise the Town Council on implementing policies and goals of the General Plan, the Open Space Element, and land use ordinances that reflect the values of our community and ecosystem;~~
7. ~~Provide a yearly source of funding for the Open Space Fund by sponsoring community fund raising events sponsored by the Open Space Events Subcommittee of the Open Space Committee.~~

RESPONSIBLE TO

Town Council

COORDINATION AND LIAISON

Town Public Works

Town Planner

Town Attorney

~~Finance Committee~~

Conservation Committee

Parks and Recreation Committee

Trails and Paths Committee

Finance Committee

Local and Regional Open Space Agencies and Organizations

~~Parks and Recreation Committee~~

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MEMBERSHIP

The Committee shall consist of a maximum of 7 regular voting members appointed by the Mayor with Council concurrence, and advisory members as determined appropriate by the Council appointed by the Mayor with Council concurrence. The members serve one-year terms.

~~The Open Space Events Subcommittee shall consist of 10 members appointed by the Mayor with the concurrence of the Town Council. The Committee may form subcommittees from time to time to explore or address issues for further consideration by the Committee. The Subcommittee members serve one-year terms.~~

MEETINGS

Meetings of the Open Space Committee ~~and the Open Space Events Subcommittee may be held separately and as needed.~~ Will be scheduled regularly, initially every other month. Meetings may be cancelled or additional meetings may be added as needed. Committee Meetings-meetings (not including subcommittee meetings) will be noticed, public, meetings and presided over by a chairperson elected by the members of the Committee ~~(or Subcommittee)~~, and the proceedings shall be recorded by a secretary selected by the members. ~~One member of the Subcommittee shall be selected to serve as liaison to the Open Space Committee.~~

Last Amended by Town Council: 01/25/2023