



Town of Portola Valley

Woodside Highlands Road Maintenance District
Residents' Advisory Committee Meeting (WHRMD RAC)
Tuesday, July 27, 2021 – 5:30 PM

Special Videoconference Meeting via Zoom

VIDEOCONFERENCE MEETING AGENDA

Remote Meeting Covid-19 Advisory: On March 17, 2020, the Governor of California issued Executive Order N-29-20, suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, Portola Valley Town Council meetings are being conducted electronically. The meeting is not available for in-person attendance.

Members of the public may attend the meeting by video or phone linked in this agenda.

Join Zoom Meeting:

<https://us06web.zoom.us/j/86134821070?pwd=VmxyL0RXcnFicm4xaUZtSkIMdU5Bdz09>

Phone into Zoom Meeting:

1-669-900-6833

1-877-853-5247 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

Meeting ID: 861 3482 1070

Password: 988234

1. Call to Order
2. Roll Call: Members present, absent and guests; Assign Secretary for meeting
3. Oral Communications
4. Approval of Minutes from June 15, 2021
5. Old Business
 1. Projects Schedule & Reports
Paving Subcommittee: Paving 7/19 - 7/23/21
Drains Subcommittee
 2. Financial Statement
 3. Bus Shelter: Update
6. New Business
 1. Speeders on Hill: Speed Bumps, Speed Display
7. Other Business:
8. Announcements:
9. Adjournment:
Date & Time of Next Meeting



TOWN OF PORTOLA VALLEY
Woodside Highlands Road Maintenance District
Resident Advisory Committee Meeting
Tuesday, June 15, 2021 5:30 p.m.
Zoom meeting

WHRMD RAC MINUTES

Call to Order: The meeting was called to order by the Chair, Teresa Godfrey at 5:35 pm

Roll Call: Members present: Frank Crow, Teresa Godfrey, Jean Isaacson, Matt King, Tim McDonald. **Absent:** Mike Grant , Georg Schuele; and **others:** Craig Hughes, Annelise Connell, Ann Ganesan.

Matt King volunteered to act as **Secretary**.

Oral Communications: None

Approval of Minutes from May 25, 2021 : The minutes as distributed were reviewed. Two changes were requested by Annelise Connell. After making these changes, it was Motioned-Seconded-Carried to accept the minutes as amended.

Old Business:

1. Projects Schedule & Reports

Paving Subcommittee: Paving 6/7-6/11/21: After Bay Area Paving requested that paving be delayed until July 19th, announcements were distributed to all parties. The revised date(s) will be re-announced in early July. Georg will follow-up with all service providers; Nicholas Targ will be updated. Attempts to inform residents not on the email distribution list will be made.

Drains Subcommittee: Mike Grant is researching the cost of the new drain. PG&E has cleared the site for drainage work.

2. Finances: Matt King reported that he is waiting for the Town Finance Director to complete the financials through June, 2021. It is his intent to try to match up what we think WHRMD has with what we think we should have. The numbers are close.

It was Motioned-seconded-carried to authorize \$1250 payment to Bruce Willard for the dumpsters used in road clean up day.

New Business:

1. Proposed Budget 2021-2022 : Matt King reviewed the attached July 2021 – June 2022 Budget and highlighted changes from the past year. After discussion it was Motioned-Seconded-Carried to accept the \$153,500 Budget; Matt will submit it to Town staff for PV Town Council review and approval.

2. Projects Submitted by Residents:

Bus Shelter: The bus shelter on Portola Road is in need of some refurbishing. Craig Hughes agreed to review the issue with Howard Young to determine whether the bus shelter sits on Town or WHRMD property and what funds are needed to do the upgrades needed. The long history and the bus shelter was reviewed.

3. Site Visit 105 Santa Maria: The work along the road right of way continues. The resident's contractor understood the need to repair the asphalt after the utilities are hooked up. A retaining wall was discussed but no action taken.

Other Business:

A resident submitted a request to look at three areas where the road right of way may be compromised:

- 1- "Boulders placed outside fence at 4 Russell": the boulders have been placed there to prevent people from parking along that portion of Russell Avenue. It is not a good place for parking and the consensus was that the boulders were an effective solution to the problem. No action needed.
- 2- "Hedge at 73 Santa Maria needs to be cut back from road." This is along Frank Crow's property line; he has agreed to meet with the resident and discuss this issue.
- 3- "Dirt landscaping collapsed down into road gutter area, across from 73 Santa Maria, the house itself is addressed #6 Russell." Much of the dirt is due to gophers digging along the hillside. Frank Crow agreed to discuss this issue with the complainant. The resident has been informed.

Announcements: The goats are expected to arrive in the Hayfields sometime after June 15th and should be done by paving time.

The Woodside Fire Department Chipper will be on the hill June 21st. Residents will be reminded how to pile the debris and will be encouraged to take advantage of this worthwhile program.

Date & Time of Next Meeting : The next meeting was scheduled for Tuesday, July 27th, 5:30 pm via Zoom.

Adjournment: The meeting was adjourned at 6:30 p.m.

Minutes respectfully submitted by: Matt King

Draft 6/28/21