



**Town of Portola Valley  
Special Parks & Recreation Committee Meeting  
Monday, August 2, 2021, 7:30pm-9pm  
Zoom Videoconference**

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**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 Video Meeting:**

<https://us06web.zoom.us/j/85176101450?pwd=S2dsb2Y1RE4vdUlvaVZNUEhTeUV5UT09>

**Phone into Zoom Meeting:**

1-669-900-6833 or 1-877-853-5247 (toll-free)

*Mute/Unmute – press \*6*

*Raise Hand – press \*9*

**Meeting ID:** 851 7610 1450

**Password:** 719041

1. **Call to Order**
2. **Oral Communications:** 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:** July 12, 2021
4. **Town Picnic and Zotts to Tots**
5. **Dog park proposal**
6. **All Sports Court plan/Skateboard ramp**
7. **Tennis/Pickleball court reservation policy**
8. **Field and court user fees**
9. **Parks & Rec meeting schedule**
10. **Adjournment**

Next Meeting – September 13, 2021



**TOWN OF PORTOLA VALLEY**  
**Parks and Recreation Committee Meeting**  
**Date: July 12, 2021**  
**7:30 PM Zoom Link ONLY**  
**765 Portola Road, Portola Valley, CA**

**Parks and Rec Committee Meeting Minutes**

**Call to Order:** The meeting was called to order at 7:35 PM

**Roll Call:**

**Members present:** Jon Myers, Patty Dewes, Heriberto Diarte, Carrie Fregosi **Absent:** David Bailey, Lindsay Bowen

**Guests:** PV Town Council Liaison: None, PV Residents: None

**Approval of Minutes:** Minutes from the previous meeting were approved.

**Oral Communications:** None.

**Old Business:**

• **Dog Park:**

- Motion was made and seconded to approve Option #2 for the Dog Park Proposal. Motion passed
- We are continuing to review the proposal w/ interested and impacted parties and gain their input
- We are working w/ Town Staff to:
  - i. Obtain an updated quote on fencing options and any other expenditures for Option #2
  - ii. Understand when we can be on the agenda for Town Council

• **All Sports Court:**

- **Skateboard Ramp:** Budget has been approved which included \$7K for the new construction of a Skateboard ramp. Howard is in the process of getting quotes.
- **General:** Jon suggested that if we paint over all the current striping except the ones relevant to basketball, we could potentially stripe the Court to fit 2-3 Pickleball courts. We all believe that the popularity of Pickleball is only going to increase, and this could potentially give us more capacity. We would need to understand the impact on the Skateboard and BB activity. No decision, Jon will get more information and input.

• **Pickleball/Tennis Court Reservations:**

- Motion was made and seconded to approve the proposed reservation policy for the Tennis Courts. Motion passed.
- New signage has been posted
- Cindy Rowe did some research on a 3<sup>rd</sup> party application for court reservations and found one that she liked - Skedda. Jon/Patty reviewed and tested, it appears to everything we need, and we can use the free version. It does have a paid option, but we don't need any of the additional features. Jeremy/Brandi are reviewing the application and will get back to us w/ any questions or additional requirements/approvals
- Leaf blower for Pickleball/Tennis Courts – Has been purchased

- **2021/2022 Budget:** We submitted the following: \$3K Zots to Tots, \$22K Town Picnic. We highlighted that no \$'s have been budgeted in Public Works for the Dog Park as it is not an approved project BUT if it is approved, we will need budget dollars. We added a note that we should consider around \$100K as a top limit for dog park related expenses.

- **Zots to Tots/Town Picnic:** Continuing to work on the following:
  - Confirmed that we are combining these activities for an all-day Town event (PV Live Revive) culminating w/ a concert (hosted by the Cultural Arts Committee – CAC). This will be the first major event for the Town post Covid.
  - Will need to comply w/ whatever Covid guidelines are at that time, almost impossible to predict but we are going forward w/ the expectation that guidelines will not be stricter than what we have currently. May affect some activities (jumpy houses, balloons. . .) but we will make those decision as we get closer to the event/date.
  - CAC is working w/ an artist to develop a marketing poster for the event which will include all 3 activities. We will have to decide if we want to use that artwork for the t-shirts that we typically sell to help offset the costs. Or if we want a separate t-shirt.
  - **Zots to Tots:**
    - i. Anticipate shutting down Alpine and Portola Road for the duration of the race. This will overcome some safety issues that occurred in 2019. Patty is working with the Bicycle and Pedestrian Safety Committee to coordinate this effort. We intend to use off duty sheriffs or a private company for traffic control, need to understand how much this will cost.
    - ii. Will move the starting line to after Golden Oak to allow traffic coming west on Alpine Road to turn onto Golden Oak to get around the road closure
  - **Town Picnic:** Coordinating w/ CAC on budget items and items that can be leveraged between the two events (liquor license, port-a-potties, food trucks, etc.)
- **User Fees:** Jon/David will begin work on updating the fee policy

**New Business:** None

**Next Meeting** August 2 @ 7:30 p.m.

Meeting was adjourned at 8:44 p.m.

Respectfully submitted:

Patty Dewes

Secretary