



## Town of Portola Valley

Woodside Highlands Road Maintenance District  
Residents' Advisory Committee Meeting (WHRMD RAC)  
Tuesday, April 12, 2022 – 5:30 PM

Special Videoconference Meeting via Zoom

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### **VIDEOCONFERENCE MEETING AGENDA**

**Remote Meeting Covid-19 Advisory:** On September 16, the Governor signed AB 361, amending the Ralph M. Brown Act (Brown Act) to allow legislative bodies to continue to meet virtually during the present public health emergency. AB 361 is an urgency bill which goes into effect on October 1, 2021. The bill extends the teleconference procedures authorized in Executive Order N-29-20, which expired on September 30, 2021, during the current COVID-19 pandemic and allows future teleconference procedures under limited circumstances defined in the bill. Portola Valley Town Council and commission and committee public meetings are being conducted electronically to prevent imminent risks to the health or safety of attendees. 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/89493180310?pwd=QzROdlFmVVErVU1rQWQ0cmRibkhDQT09>

**Phone into Zoom Meeting:**

1-669-900-6833

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

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

**Meeting ID:** 894 9318 0310

**Password:** 182552

1. Call to Order
2. Roll Call: Members present, absent and guests; Assign Secretary for meeting
3. Oral Communications
4. Approval of Minutes from February 8, 2022, Meeting
5. Business
  - 1) Projects Schedule & Reports
    - Paving Subcommittee:
      - a) 2<sup>nd</sup> Phase Planning (Schuele)
      - b) Resident Input Regarding Road “Stretching”
    - Drains Subcommittee: Placement (Grant)
    - Spring Clean Up: April 23, 24, 2022: Comments/Planning/Notices
  - 2) Financial Statement (King)
  - 3) Projects from Prior Meeting: Follow-Through
    1. Santa Maria: Yellow Line Along Lower Santa Maria (Aliosio, Godfrey)
    2. Mirror Replacement: Lower Santa Maria (Schuele)
    3. Drain Repair: below 144 Santa Maria (Godfrey)
    4. Santa Maria “Leaning” Tree (Isaacson, Godfrey)
    5. Oak Drain Box below 31 Santa Maria (Crow)
  - 4) New Projects
    1. 105 Santa Maria: Installation of Steps (Schuele)
6. Other Business:
  - 1) 120/122 Santa Maria Complaint (Godfrey)
  - 2) Erosion of Town Lot between Woodside Highlands and Wayside Neighborhood  
Note from Assistant Town Manager M. Gaines (Godfrey)

7. Adjournment:

Date & Time of Next Meeting

## MINUTES WHRMD RAC MEETING February 8, 2022

- Call to Order – 5:35pm –
- Roll Call:
  - Members Present: Matt King, Teresa Godfrey, Frank Crow, Jean Isaacson, Tim MacDonald, Mike Grant. Absent: Georg Schuele.
  - Others Present: Annelise Connell, Anglo Alioso, Khiem Do
- Oral Communication
  - Teresa –Long time resident/landowner Andy Larson passed in Jan.
  - No others
- Minutes
  - **MSC** – Passed without change
- Paving
  - Haven't yet met with the residents – collected the list on who to talk with.
  - Provide the residents with the notes, then will solicit their input.
  - Will have a subcommittee with the residents
    - Will try to get all residents impacted within one list.
    - Only addressed to these residents
  - This will be the second meeting – had a few residents last time in late November
- Drains
  - Need to add a finger berm at the new drain at the bottom of the hill
    - There was an agreement with the neighbor to improve the slew that the pipe feeds into. It has an old wood backing. This also needs to be done.
    - Spring Clean Apr 23-24 – See if this can be fixed in this window. Get a crew.
      - Tim said he would help.
- Spring Clean – April 23-24
  - Resident Clean up – push the decision to a later date to see how the COVID numbers and county guidance change.
  - Try to get 3-4 weeks advance notice for the gardener
  - George will schedule the gardener; Teresa to contact Bruce to order waste containers
  - **\$1,500 MSC approved**
- Finance
  - No questions
  - Agreed to replan at **\$150k** to allow for the added slurry. We will get bids, and agree to a change at that time.
- Projects
  - Yellow Stripe at bottom of hill
    - Feedback on our rights – we're private, do what we want. There is no requirement on what we need to have in the way of lane spacing. At the stop sign, there is no line, but there is no known history of a line being there. We can move the line wherever we want it, and add a stop line if we like.

- Differing opinion from Annelise - the road stops at the county or town right of way. (Annelise) . Jean asked for this map, in part to understand trees in this area.
  - No need to consult with the professional surveyor
  - Matt to make a poll to send to the hill to collect their feedback on the proposed changes for moving the line.
    - Teresa to draft the questions.
- Yellow dashed lines upper SM
  - New line will be painted. **MSC approved.**
  - Frank to maintain the new line until we have the paver make it permanent
  - Frank approved for up to **\$500 for paint. MSC approved**
- Signage
  - New sign is up and looks good.
  - Thanks Tim for all of his efforts to complete this.
- Thanks Georg for the new mirror at lower SM
  - Tim recommended a mirror to keep the lens from collecting moisture and staying clear. Perhaps a brow to add to it. Perhaps add a fog coating – Georg to do it.
- Drain repair below 144 SM
  - The pipe needs to be minimally repaired for safety. Drains committee to review and provide a recommendation.
  - Teresa to send some pictures
- Emergency Fire
  - Completed
- Oak Tree on Lower SM
  - Town has not provided an update on the tree, but the caution take has been removed. No one knows why.
- New Projects
  - SM Leaning Tree
    - A few years ago, an arborist said it looked fine.
    - Jean thinks there are signs of SOD
    - Andy Brown’s measurements over 5yrs don’t show evidence of leaning.
    - Jean to talk with an arborist about the health of the tree. Call McClannehan
    - Gino Vitale tree care does spraying – option to have them spray the trees in the ‘hood
    - **\$100 approved for the assessment MSC**
  - Open drain box below 31 SM
    - Frank to measure the drain cover and talk with Bruce about ordering
  - Water Issues
    - 133 SM
      - Debris filling the drainage around this property and clogging. Perhaps grates would be helpful to control the debris.
      - Mike to contact Khiem to take a look.

- 56 SM
    - Water through the garage
    - No action item at this point.
    - She wants to inform the hill that the water is not coming from her property
  - Other Comments
    - How many residents are not on the email list... do we need to send mail (Annelise)
      - Action – we can get confirmation that every address on the hill is in the email group.
    - Guiding legal doc, we're not allowed to have parking (Annelise)
    - Annelise will provide her website link.
    - For the minutes – PV Donates – Process the town manages to collect funds to complete a project recommended by a town resident.
    - Dumpsters – Should we continue with Bruce? Teresa to ask him if he wants to continue.
      - **\$1,500 approved for the dumpsters - MSC**
  - Next meeting
    - **April 12<sup>th</sup> at 5:30p**
  - Close: 7:06pm
- Minutes submitted by Matt King

## Fw: Erosion of Town Lot between Woodside Highlands and Wayside Neighborhoods

Teresa

Thu 3/31/2022 11:48 AM

To: Teresa

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**From:** Teresa

**Sent:** Thursday, March 31, 2022 11:46 AM

**To:** Teresa Godfrey

**Subject:** Fw: Erosion of Town Lot between Woodside Highlands and Wayside Neighborhoods

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**From:** Melvin Gaines <mgaines@portolavalley.net>

**Sent:** Friday, March 18, 2022 11:11 AM

**To:** Michael Grant

**Cc:** Mark Dahm ; Gary Reynolds < ; 2angiogrant ;

Howard Young <HYoung@portolavalley.net>; Teresa

**Subject:** RE: Erosion of Town Lot between Woodside Highlands and Wayside Neighborhoods

Good morning Mr. Grant,

Apologies for the slow response. I've been discussing your concerns with our team and the Woodside Fire Protection District. As you may be aware, the property you are referencing is a landslide parcel that appears to have been given to the Town years ago. The Town and Woodside Fire Prevention District are currently investigating fire mitigation options for the 2-acre parcel along with 30-plus other parcels that the Town is responsible for. I can update you with a more specific timeline for mitigation work on that parcel when a plan is completed.

Concerning you acquiring the lot, I am arranging a meeting with our team to discuss options. Another person has expressed interest in the same lot.

In the event I don't get back to you soon, please feel free to check-in with me again.

Best regards,

Melvin



Melvin E. Gaines (he/him/his)

Assistant Town Manager,

Town of Portola Valley

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