



**TOWN OF PORTOLA VALLEY**  
**Trails and Paths Committee Meeting**  
**November 16, 2022**  
**9:00am**

**Gary Hanning**, Chair  
**Fred Leach**, Vice Chair  
**Elle Ferrari**, Secretary  
**Liz Babb**, Member  
**Joe Coleman**, Member  
**Jacquelyn Davis**, Member  
**Alex Doherty**, Member  
**Barb Eckstein**, Member  
**Susan Gold**, Member

**VIRTUAL MEETING**

**REMOTE MEETING COVID-19 MEETING ADVISORY:** On September 16, 2021, 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. COVID-19 is still a major health concern and virtual attendance to the Town Council meeting is encouraged, particularly during case increases.

**ASSISTANCE FOR PEOPLE WITH DISABILITIES**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700 or by email at [mthurman@portolavalley.net](mailto:mthurman@portolavalley.net) 48 hours prior to the meeting start time. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

**VIRTUAL PARTICIPATION VIA ZOOM**

**To access the meeting by computer:**

<https://us06web.zoom.us/j/89079941327?pwd=WWc5N3BtVmVmeFBCdkUyMkQ3RjROZz09>

**Webinar ID:** 890 7994 1327

**Passcode:** 038797

**To access the meeting by phone:**

1-669-900-6833 or

1-888-788-0099 (toll-free)

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

- 1. CALL TO ORDER & ROLL CALL**
- 2. ORAL COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA**  
*Speakers' time is limited to two minutes.*
- 3. APPROVAL OF MINUTES**
  - a. October 19, 2022
- 4. OLD BUSINESS:**
  - a. Trail Conditions, Work and Budget for October 2022
  - b. Alpine Trail/Safe Routes To School Subcommittee Update
  - c. PV Trail Map Update
- 5. NEW BUSINESS:**
  - a. Trail Database Subcommittee Update
- 6. OTHER BUSINESS**
- 7. ADJOURNMENT**  
The next regularly scheduled meeting date is December 21, 2022.

## Melissa Thurman

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**From:** Gary Hanning [REDACTED]  
**Sent:** Thursday, November 10, 2022 3:03 PM  
**To:** Melissa Thurman  
**Subject:** Fw: Trails and Paths Committee [DO NOT CHANGE SUBJECT TEXT]

This email to be included in our November 16 meeting packet.

Thanks,

Gary

----- Forwarded Message -----

**From:** Town Center <towncenter@portolavalley.net>  
**To:** [REDACTED]  
**Sent:** Friday, October 21, 2022 at 09:45:35 AM PDT  
**Subject:** FW: Trails and Paths Committee [DO NOT CHANGE SUBJECT TEXT]

Hello,

Here is a comment received at the Town email.

Thank you.

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**From:** Targ, Nicholas W (SFO - X56926) [REDACTED]  
**Sent:** Friday, October 21, 2022 8:29 AM  
**To:** Town Center <TownCenter@portolavalley.net>  
**Cc:** Howard Young <HYoung@portolavalley.net>  
**Subject:** Trails and Paths Committee [DO NOT CHANGE SUBJECT TEXT]

Trails Committee,

There are portions of the Larry Lane Tail on my property that are getting really narrow, probably for a number of reasons. There is one stretch on the lower portion that is becoming particularly narrow. This has caused horses to walk closer to the edge, which further narrowing. Is there a person with whom I could meet-up and discuss options? I am cc:ing Public Works Director Young, who did a great job in swiftly removing a tree that fell across the trail.

Best,

Nicholas

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NOTE: This e-mail is from a law firm, Holland & Knight LLP ("H&K"), and is intended solely for the use of the individual(s) to whom it is addressed. If you believe you received this e-mail in error, please notify the sender immediately, delete the e-mail from your computer and do not copy or disclose it to anyone else. If you are not an existing client of H&K, do not construe anything in this e-mail to make you a client unless it contains a specific statement to that effect and do not disclose anything to H&K in reply that you expect it to hold in confidence. If you properly received this e-mail as a client, co-counsel or retained expert of H&K, you should maintain its contents in confidence in order to preserve the attorney-client or work product privilege that may be available to protect confidentiality.

## Melissa Thurman

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**From:** Gary Hanning [REDACTED]  
**Sent:** Thursday, November 10, 2022 3:04 PM  
**To:** Melissa Thurman  
**Subject:** Fw: Reaching out to you about the Rossatti Trail  
**Attachments:** IMG\_4906.jpg

Hi Melissa,

This email should be included in our November 16, 2022 meeting packet.

Thanks,

Gary

----- Forwarded Message -----

**From:** Christine Houlihan [REDACTED]  
**To:** [REDACTED]  
**Sent:** Wednesday, November 9, 2022 at 03:54:35 PM PST  
**Subject:** Reaching out to you about the Rossatti Trail

Hello Gary,

I sent this email to Ellie Ferrari, and she asked that I forward it to you for possible consideration:

I took this photo of a bright and clear message in Washington, D.C. I

believe this kind of sign should be posted on trails where bicycles and any other wheeled vehicle should be discouraged. It could be used for equestrian trails as well. Of course, I'm thinking about the increasingly-narrow trail beside Los Trancos Creek and the Rossotti Soccer Field (my pet peeve).

Mike and I were walking that narrow trail with our aged dog Ladybug this evening when a dirt bicyclist rode around us, scaring Ladybug and me.

Please bring this up with your Trails Committee, if you would.

Thank you, Gary!

Chris Houlihan





# TOWN of PORTOLA VALLEY

Town Hall: 765 Portola Road, Portola Valley, CA 94028  
Tel: (650) 851-1700 Fax: (650) 851-4677

## Trails and Paths Committee Meeting Summary – October 19, 2022

### 1. CALL TO ORDER & ROLL CALL

- a. Member Attendance: Joe Coleman, Liz Babb, Craig Hughes (TC liaison), Barb Eckstein, Howard Young (Public Works liaison), Susan Gold, Jacquelyn Davis, Alex Doherty, Fred Leach
- b. Absent: Gary Hanning, Ellie Ferrari
- c. Guests/Residents - Alexis Schweisinger - Green Infrastructure Design - GID, Dale Pfau, Caroline Vertongen, Kristi Corley, Rita Comes

### 2. ORAL COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

- a. Caroline Vertongen: Thank you to Committee for efforts made
- b. Joe Coleman: All Committee members need to walk their assigned trails now that inclement weather could be coming. Note water bar issues, trail maintenance issues and check for signage issues (faded signs, broken, missing signage etc). Report any issues through PV Connect. Report signage issues to Joe Coleman.
  - a. Joe Coleman to resend current Committee list of assigned trails again.

### 3. APPROVAL OF MINUTES

- a. September 21, 2022 - approved by Joe Coleman, Liz Babb, Craig Hughes (TC liaison), Barb Eckstein, Howard Young (Public Works liaison), Susan Gold, Jacquelyn Davis, Alex Doherty, Fred Leach. Absent: Gary Hanning, Ellie Ferrari

- b. Question regarding how revised minutes actually get posted properly. Liz to take up with Ellie Ferrari and Gary Hanning.

#### 4. OLD BUSINESS:

- a. Trail Conditions, Work and Budget for September 2022:
  - (1) See attachment from Agenda. Additional: slurry seals completed
  - (2) Use PV Connect to report issues
  - (3) Water bar work scheduled for mid to late Nov
  - (4) Need schedule to close the trail among committee members when bad weather comes. Key holders for gates are: Susan Gold, Ellie Ferrari
  - (5) Howard Young and Gary Hanning and Alex Doherty to meet to discuss the sizing of the physical improvements needed to the SRTS Trails from the SRTS presentation.
  - (6) Caroline Vertongen: asked about Public works process with easements; status of Priory crosswalk project. Howard asked for clarification of easement question. No update given from Public works regarding status of Priory crosswalk project.
  - (7) Capital Improvements List: Howard uses our list of suggested trail CI before Town fiscal year planning (Committee requests are due in May).
    - (1) Joe Coleman will mark off capital campaign list as items are completed and share the list with the Committee each month if something changes.
    - (2) For newer Committee members: need to better communicate maintenance work the Committee would like to see vis-a-vis Capital improvements. Need to combine physical improvement request list



from SRTS presentation with Capital Improvement list for relevant items.

(3) Need to know how much money is left in budget for 2022 Capital improvements.

b. Alpine Trail/Safe Routes to Schools Subcommittee Update

(1) SRTS: Received feedback from Gary Hanning, Susan Gold, Craig Sanders on September presentation. If other Committee members have feedback, please email to Jacquelyn Davis.

c. PV Trail Map Subcommittee Update

(1) As per September directive, Subcommittee working on a new resolution for the Town Council showing all Trails and usage. Important for approved resolution on file to match what will show on revised published map.

5. NEW BUSINESS:

a. Trails and Paths Historical Archive

(1) Discussion: We need a Clearing house for trail information. Some sort of vehicle to keep track of everything. Possible people to discuss idea with: Ellie Ferrari, Susan Gold, Howard Young, Nancy Lund.

(2) Alexis Schweisinger - Green Infrastructure Design - GID offered to meet with a new subcommittee. They may have suggestions for tech side of project from working with other similar jurisdictions like parks and open spaces.

(3) Committee voted to create subcommittee. Liz Babb to be subcommittee chair and will resign her role on SRTS subcommittee.

- (1) Approved: approved by Joe Coleman, Liz Babb, Craig Hughes (TC liaison), Barb Eckstein, Howard Young (Public Works liaison), Susan Gold, Jacquelyn Davis, Alex Doherty, Fred Leach.
- (2) Absent: Gary Hanning, Ellie Ferrari
- (3) Liz will take this month to rough out description of goals of subcommittee. If you have interest in being on the subcommittee and/or discussing the idea further, email Liz.

## 6. OTHER BUSINESS

### a. Committee Reports

- (1) No other reports
- ### b. Kristi Corley reported branch hitting a bus on bus route in front of her house. Howard Young asked her to report via PV Connect.
- ### c. Agenda items for next meeting
- (1) SRTS capital improvements/trail maintenance update (Alex Doherty)
  - (2) Closing trails if inclement weather: schedule (Susan Gold, Ellie Ferrari)

## 7. ADJOURNMENT

- a. The next regularly scheduled meeting date is November 16, 2022 at 9:00 a.m.