



**TOWN OF PORTOLA VALLEY**  
**Trails and Paths Committee Special**  
**Meeting February 28, 2024**  
**9:00 am PT**

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

**REGULAR MEETING**

**HISTORIC SCHOOLHOUSE – 765 PORTOLA RD. – PORTOLA VALLEY, CA**

**REMOTE MEETING ADVISORY:** On March 1, 2023, all committees in Portola Valley will return to conducting in-person meetings. A Zoom link will be provided for members of the public to participate remotely; however, the Town cannot guarantee there will be no technical issues with the software during the meeting. For best public participation results, attending the meeting in-person is advised.

**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 towncenter@portolavalley.net. 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/89962622864?pwd=earfK0LllgGbvqhJbJwaCh9JEOZKON.1>

**Webinar ID: 89962622864**

**Passcode: 022806**

**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. OLD BUSINESS:**
  - a. Approve minutes from past meetings
  - b. Hawthorns
  - c. Trails Map update
  - d. Town Hike
  - e. Trail maintenance review
- 4. NEW BUSINESS:**
  - a. Committee officers for 2024
- 5. ADJOURNMENT**

The next regularly scheduled meeting date is March 20, 2024.

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**Land Acknowledgement:**

The Town of Portola Valley acknowledges the colonial history of this land we dwell upon—the unceded territory of the Ramaytush (rah-my-toosh) Ohlone, Tamien Nation, and Muwekma (mah-WEK-mah) Ohlone, who endured a human and cultural genocide that included removal from their lands and their sacred relationship to the land. Portola Valley recognizes that we profit from the commodification of land seized from indigenous peoples and now bear the ecological consequences. We seek to understand the impact of these legacies on all beings and to find ways to make repair.

# TOWN of PORTOLA VALLEY

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

12/13/23

## TRAILS AND PATHS COMMITTEE SPECIAL MEETING MINUTES

### Glossary:

BPTS: Bicycle, Pedestrian, Traffic Safety Committee

Midpen: Mid-Peninsula Regional Open Space

SRTS: Safe Routes to Schools

TC: Portola Valley Town Council

T&PC: Trails and Paths Committee

WFPD: Woodside Fire Protection District

RECORDING OF MEETING HERE: <https://www.youtube.com/watch?v=LVEmdsFQ1WI>

### 1. CALL TO ORDER & ROLL CALL 9:03

Member	Attending in Person	Attending via Zoom	Absent
Fred Leach, Chair	✓		
Gary Hanning, Vice Chair	✓		
Liz Babb, Secretary	✓		
Joe Coleman			✓
Jacquelyn Davis	✓		
Alex Doherty			✓
Barb Eckstein		✓ (as member of the public)	
Ellie Ferrari	✓		
Susan Gold	✓		

Also in attendance:

Howard Young, Director of Public Works, Judith Hasko, Town Council liaison, Teresa Coleman representing Conservation Committee liaison

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

*Speakers' time is limited to two minutes.*

- Equestrian traffic and safety concern raised via letter from resident.
  - Follow up: Chair Fred Leach to pass letter received on to BPTS.
- Suggestion of Joint meeting between BPTS and Trails.
  - C. Vertongen from BPTS spoke and said she would like to see the letter and would like to have a collaborative meeting between the two committees.
  - Follow up: C. Vertongen to take lead and discuss with BPTS committee.
- Contractors taking shortcut driving on trail next to Dorothy Ford Field to get to Los Trancos Creak property vs driving up road.
  - Follow Up: H. Young to look into this.

## 3. OLD BUSINESS:

- a. Approve minutes from October 11<sup>th</sup>/October 18<sup>th</sup> meetings
  - 1. Oct 11 meeting – H. Young needs title fixed. Motion to approve minutes with that change from Susan Gold, seconded by Ellie Ferrari. All were in favor, Jacquelyn Davis abstained.
  - 2. Oct 18 meeting minutes – H. Young needs title fixed. Motion to approve minutes with that change from Gary Hanning, Susan Gold seconded. All were in favor.
- b. Hawthorns trails
  - 1. Reviewed proposal from K. Vatra (in agenda packet) .
    - 1. Approx mileage on multi-use trail is 2 mi.
    - 2. Committee would like to try to ensure there is a way for bikes to work their way through the trail system.
- c. Trails Map update
  - 1. Color and BW maps (in agenda packet).
    - 1. Plan to have both on website.
    - 2. Follow Up before upload to website:
      - 1. Fred Leach and H. Young to get together to review action items from H. Young. F. Leach to finish these items this month.
    - 3. Feedback on Resolution from H. Young.
      - 1. F. Leach to finish that this month.

4. S. Gold suggestions:

1. Change wording to: "Dogs Must Be On Leash" and it needs to be the same on both maps.
2. Consider wording indicating "Town Center trails" on both maps.
3. Is a way on the BW map to indicate trail systems such as Palo Alto, and Arastradero.

5. Could consider uploading maps as Drafts to website.

6. To discuss at subsequent meeting: where to upload the draft maps on town site? Currently there is not a place for them and the old trail map is difficult to find (portolavalley/about/openspace/trails) and there is no link to these maps from the Trail Committee section; developing some sort of marketing to town residents of the new draft maps.

d. Palmer Trail issues

1. H. Young working with inspector on a fence permit issue. Because of trees fallen, trail users started going into backyard of homeowners. It looks like homeowners have fixed the issue and set the trail back to the easement area.

1. H. Young will do final inspection.

2. G. Hanning wants to know if there was a site development permit pulled and if so, why Trails and Paths had not been involved? Trails had a number of issues relating to previous Planning Dept head and wondering what the status is of these additional issues.

1. H. Young to meet with Planning Dept.

2. Committee to track down other submittals to previous Planning Head so we can re-submit and get traction on these again.

e. Safe Routes to School updated map

1. Judith Hasko will have discussion with Town Attorney: Can Trails committee post a map called "SRTS" on the website? Do we have the authority to do this? Do we need authority to post the map?

2. C. Vertongen noted that San Mateo County does have grants in this area. Should be collaborative effort and the town should be involved along with the schools.

Jan 9, 2024, grant application process is due. It's a national group that sponsors this. School district does not have jurisdiction on the trails.

3. Presentation to school district would be helpful on this.

1. 4 . Section 10-900 Cal Education Code indicates the school district has to partner with the town to come up with a program.
  2. The Committee can recommend that the town work with the school.
- f. Review of the Trails Memo and Budget Memo from November 2023
1. Review document in packet. Water bar repair started this month. Volunteer help needed.
  2. Shady Trail: Trying to get funding from FEMA to help with repairs on Shady Trail. Extensive repair. Do not need to close the trail now. Silt issues are also a problem. Drainage ditch is on private property. Easement is to the edge of the trail.
    1. H. Young to follow up on Shady Trail issues.
  3. Water leak on Minoca. Not a trail issue. Town geologist involved.

**4. ADJOURNMENT Susan Gold motion, Gary Hanning seconded. 10:09**

The next regularly scheduled meeting date is January 17, 2024.



# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Trails and Paths Committee

**FROM:** Scott Weber, Maintenance Worker  
Howard Young, Public Works Director

**DATE:** **February 13, 2024**

**RE:** Trail work for January 2024

Attached is the trail work recording form completed for January.

The total maintenance staff hours worked in January was 24 hours.

The total contracted staff hours worked January was 0 hours.

Total hours worked: **24 hours**

**Attachments:** Trail Map  
Work sheet

Trail	Length	Work Completed	Date
Admiral Quilter	0.5		
Alpine	3.0	Cleared water bars	1-25
Arroyo	1.6	Cleared two fallen trees	1-18
Bay Laurel	0.5		
Black Oak	0.8	Cleared three fallen trees	1-11/25
Blue Oak	0.5	Cleared water bars	1-11
Buckmeadow	0.5		
Cervantes	1.3	Cleared water bars	1-25
Cherokee	0.2		
Coalmine	0.8		
Deer Path	0.7	Cleared water bars	1-30
Dwight Crowder	2.0		
Eagle	0.6		
Fawn	0.3		
Fire Road	0.5		
Firethorne	0.1		
Georgia	0.3		
Golden Hills	0.7		
Golden Oak	0.2		
Grove	0.6		
Hay Forks	0.7		
Hillbrook	0.4		
Indian Crossing	0.4		
Iroquois	0.2		
Lake	0.4		
Larry Lane	1.5	Cleared fallen tree, water bars	1-3/31
Los Trancos	1.1	Cleared water bars	1-25
Los Trancos Rd	0.4		
Meadowwood	0.4		
Minoca	0.7		
Nathorst	0.3		
Old Spanish	1.9	Cleared water bars	1-10
Palmer	0.6		
Portola	2.3		
Possum	0.2		
Priory	0.5		
Redberry	0.2		
Sausal	0.6		
Sequoia	0.5	Cleared water bars	1-30
Shady	0.8		
Shawnee	0.5		
Sunrise	0.8		
Sweet Springs	0.8	Cleared water bars	1-30
Toyon	2.4		
Veronica	0.2		
Westridge			
Willowbrook	0.8		
<b>TOTAL</b>	<b>36.0 miles</b>		