



**TOWN OF PORTOLA VALLEY**  
**Parks & Recreation**  
**Committee Meeting**  
**August 19, 2025**  
**7:30 p.m.**

**Patty Dewes**, Chair, Secretary  
**Karen Askey**, Member  
**David Bailey**, Member  
**Lindsay Bowen**, Member  
**Steve Ericksen**, Member  
**Jon Myers**, Member  
**Cindy Rowe**, Member

**AGENDA**

**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](mailto: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/81617586775?pwd=o1NXcRjfVHG5YvtntxfZEe5aVjBBXS8.1>

**Webinar ID:** 816 1758 6775

**Passcode:** 665786

**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. July 15, 2025
- 4. NEW BUSINESS:**
- 5. OLD BUSINESS:**
  - a. Zots to Tots/Town Picnic: Saturday, September 20
  - b. Game Night Update: Saturday, November 8
  - c. Discuss Town Court Outstanding Topics
    - i. Proposal for Resurfacing Town Courts
  - d. Ford Field Bathrooms
  - e. Bocce Court Proposal
  - f. Status of Rossotti's and Little League Field Parking
- 6. ITEMS TABLED FOR FUTURE CONSIDERATION**
  - a. Discuss updates for Off-Leash Dog Area
  - b. Discuss status of request to Town Council for a study session on recreational facilities
  - c. Discuss PV Recreational Facilities Opportunities Status
  - d. Review and Discuss updates on CA Sate Grant/Ford Field Bathroom

- e. Discuss Hawthorns Property Planning Status

**7. ADJOURNMENT**

The next regularly scheduled meeting date is Tuesday, September 16 @ 7:30 p.m.

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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**  
**Parks and Recreation Committee Meeting**  
**Date & Time: July 15, 2025 @ 7:30 PM**  
**765 Portola Road, Portola Valley, CA**

**Parks and Recreation Committee Meeting Minutes**

**Call to Order:** The meeting was called to order at 7:34 p.m.

**Members present:** Patty Dewes, Karen Askey, Cindy Rowe, David Bailey, Lindsay Bowen **Members**

**absent:** Jon Myers (LOA), Steve Ericksen **Town Staff present:** Robert Burt, Town Engineer

**Approval of Minutes:** The minutes were approved unanimously.

**Oral Communications: None**

**New Business:**

- Mike Chang will be resigning from the Committee effective immediately due to personal reasons.
- Mark Linder, interim Town Manager informed us that there have been multiple incidents regarding unleashed dogs at the Town Center. While he is aware of this committee's efforts to establish a Dog Park, he asked us to brainstorm immediate/short-term actions the Town could take to mitigate the exposure and ensure the safety of our residents and Town staff. Along w/ Robert, we offered the following:
  - Isolate a small space w/ temporary fencing (Library yard, near courts, etc.)
  - Ask the group to ID people to monitor, i.e. self-governing. . .
  - Limited hours
  - Increased signage
  - Enforcement (sheriff writing tickets)
  - Require registration/permits
  - More outreach/communication to the Town residents

**Old Business:**

**a. Zots to Tots/Town Picnic - Saturday, September 20:**

- a. Karen is taking over from Jon on the planning of Zotts registration, starting line, etc. Ed Holland and the BPT&S Committee will take the lead on the road closure logistics. Patty will handle the finish line. We talked about planning, volunteers needed, etc.
  - 1. Karen is gathering input and ideas about trophies, medals, tchotchkes, that might be more in line with our goal to cut our spending for the event.
  - 2. She'll be working with the Town on the registration, web page, etc.
- b. Planning for the picnic is going well: A local band has been booked and has offered to play for free. Patty is looking at other options that will keep the picnic a great event while cutting back expenses.
- c. Karen is committed to the dunk tank; she is looking at options. . .

**b. Game night – Saturday, November 8:**

- a. Since Mike will not be available, we will be looking at other options for organizing the presentation and the MC duties.

**c. Town Courts:**

- The Town has confirmed that they are moving ahead w/ the court resurfacing project which will be funded out of the reserve \$\$\$'s in Fund #221 - Park in lieu.
- Cindy will provide the proposed lining for each court.

**d. Ford Field Bathrooms:** Karen and David provided the following update:

- a. There are prefab options with snack shack/bathrooms combined into one building which offer significant advantages over the current set up.
  - b. The new design would greatly improve the “blight” of the existing port-o-potties and trash cans.
  - c. They have been in contact with West Bay Sanitary regarding the potential sewer connection and what the next steps would be.
  - d. They are setting up a meeting w/ members of the Planning Commission to get their input/ideas on zoning, setback requirements and if any variances are required and how to obtain those
  - e. They have confirmed that the State Grant is in the amount of \$187k but all construction and invoicing needs to be completed by the end of 2028.
  - f. We need to understand ongoing maintenance requirements and cost. There’s a question about whether the restrooms would always be available or just during Little League play/season. This will be up to the Town.
  - g. What does Little League think and how will they be involved?
  - h. The restroom is ADA compliant, but does this trigger any other ADA requirements?
  - i. Next Steps: Karen/David will continue to address outstanding questions, who to meet with, etc. and provide updates at our next meeting.
- e. **Bocce Court Proposal:** No update
- f. **Rossotti’s/Ford Field parking:** No update.

**Items tabled for future consideration:**

- **Hawthorns Property Planning Status**
- **Off Leash Dog Area**
- **Parkland and Recreational Facility Dedication**
- **PV Recreational Facilities Opportunities**

**Next Meeting: Tuesday, August 19 at 7:30 p.m.**

The meeting was adjourned at 8:54 p.m.

Patty Dewes, Secretary