

TOWN of PORTOLA VALLEY

July 31, 2003

Honorable Beth Labson Freeman
Judge of the Superior Court
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

COUNCIL:
Ed Davis
Ted Driscoll
Kirke Comstock
George E. Comstock
Richard T. Merk

TOWN OFFICERS:
Angela Howard
Town Administrator
Sandy Sloan
Town Attorney

Re: Response to 2002 – 2003 Grand Jury Report

Dear Judge Freeman:

In response to the 2002 – 2003 Grand Jury report, the Portola Valley Town Council (“Respondent”) reviewed the pertinent recommendations of the report affecting the Town of Portola Valley (“Town”). In summary, we offer the following responses:

BICYCLE SAFETY.

Recommendations:

1. Within one year, San Mateo County and every city without a long-term strategic bicycle safety and transportation plan should develop one that includes:
 - a. The priorities set forth in the San Mateo County Comprehensive Bicycle Route Plan.
 - b. A bicycle advisory committee.
 - c. At least one city employee whose job responsibilities involve bicycle transportation and safety issues.
 - d. Coordination of roadway construction projects with neighboring cities.

The Respondent agrees with this finding with some qualification.

The “long-term strategic bicycle safety and transportation plan” can be incorporated into the Town’s Circulation Element of its General Plan. The Town Planner can evaluate whether all or some of the priorities set forth in the San Mateo County Comprehensive Bicycle Route Plan are appropriate for the Town, and, if so, recommend how they can be incorporated into the Circulation Element. It is anticipated this revision of the Circulation Element can be completed in nine (9) months.

The Town had a separate bicycle committee at one time, but found it more efficient to incorporate issues of bicycle transportation and safety into the Town’s Traffic Committee. Therefore, this recommendation has been implemented.

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One Town employee, the Public Works Director, currently has responsibility for bicycle transportation and safety issues. These responsibilities can be made more explicit in the Director's job description. The job description can also specify the "coordination of roadway construction projects with neighboring cities." This can be done immediately.

2. The county and cities should seek grant funding to support bicycle projects and programs in their communities.

Certainly the Town can continue to seek grant funding to support bicycle projects and programs, and this responsibility falls under the direction of the Public Works Director. The Town has applied for three such grants in the past, but has been turned down for all three.

3. C/CAG should increase its efforts to address bicycle issues within the cities by:

a. Developing a community outreach program for bicyclists that includes the distribution of designated bicycle route maps and safety tips, and provision of free maps to local bicycle shops and the non-profit bicycle organizations.

b. Incorporating in its Congestion Management Plan the requirement that consideration must be given to bicycle safety during new construction and roadway improvement projects.

Although this recommendation would be the responsibility of C/CAG, the Town will cooperate with C/CAG to implement this recommendation.

4. C/CAG should prioritize and fund projects that demonstrate inter city coordination of bicycle projects, e.g., bicycle lanes and paths.

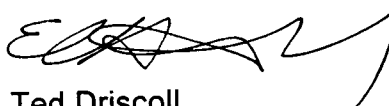
Although this recommendation would be the responsibility of C/CAG, the Town will cooperate with C/CAG to implement this recommendation.

INAPPLICABILITY OF OTHER RECOMMENDATIONS.

There are no other recommendations in the 2002 – 2003 Grand Jury Report which apply to the Town.

Please let me know if you require additional information.

Sincerely,



Ted Driscoll
Mayor

cc: Town Council
Town Administrator
Town Attorney