



TOWN OF PORTOLA VALLEY

Bicycle, Pedestrian and Traffic Safety Committee Meeting

Wednesday April 4<sup>th</sup>, 2018

8:15 AM Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

## **Bicycle, Pedestrian and Traffic Safety Committee Meeting Minutes**

### **1 Roll Call**

Gary Hanes, Angela Hey, Ed Holland (Chair), Deirdre McQuillan and Kevin Welch attended.

Also attending were Howard Young (Town Public Works Director), Gary Nielsen (Town Police Commissioner) and San Mateo County Sheriff's Office representative, Sergeant Chad Buck. Deputy Roberto Ramirez who moves the trailer and patrols in town also attended.

Ed called the meeting to order at 8:16 am.

### **2 Oral Communications**

A resident had complained about crossing white lines at the Priory.

Someone else didn't like the radar trailer, preferred speed signs. Howard had replied to the person, explaining that fixed installations cost more and the mobile trailer has the advantage that it can be moved.

### **3 Approve Minutes**

The minutes of the February 7<sup>th</sup> and March 8<sup>th</sup> meetings were approved.

### **4 Sheriff's Report**

#### **4.1 Accidents and Citations**

Sergeant Chad Buck reported that there were 28 citations. There were 0 Accidents.

#### **4.2 Updated Requests For Law Enforcement Presence**

Ed thanked Sergeant Buck for police presence in the town and asked for the deputies to watch around the schools around opening and closing time.

### **5 Public Works Report**

#### **5.1 Mowing**

Mowing will start imminently.

#### **5.2 Paving**

Howard passed around the list of streets for paving

### 5.3 Capital Improvement Projects

Howard asked for items to add to the Capital Improvement Plan (CIP) budget for the next 5 years. Cross-walk upgrades are included. Ed asked that requests for items to be included in the budget be sent to him so he could pass them on to Howard.

## 6 Ongoing Committee Business For 2017

### 6.1 Traffic Safety Study Subcommittee

Kevin and Ed are on the Traffic Safety Study Subcommittee. They reviewed areas for study and two consulting firm proposals. The subcommittee sent a report to Howard that ranked potential projects by both location and function (e.g. school area). The aim is to select 10 areas for study by the consulting firm NV5.

### 6.2 Pop Up Events

Ed will work with town manager Jeremy Dennis to schedule pop up events around town, so committee members and town staff can meet residents.

### 6.3 Windy Hill Parking

There are new flyers for putting on cars that park in the shoulder available in the town center. In general, cars are parking off the shoulder.

### 6.4 Budget

Send items for the budget to Ed.

## 7 Outreach

### 7.1 Bike Rodeo

The committee favored shortly after the start of the school year for having a bike rodeo that helps children learn how to ride bikes safely. Angela will investigate for a Saturday after school has returned.

### 7.2 Evening Meetings

Committee agreed to continue with quarterly evening meetings.

## 8 Next Meeting

The next meeting is on May 2<sup>nd</sup> at 8:15 am in the schoolhouse. The following meeting will be an evening meeting on Thursday June 7<sup>th</sup> at 7:30pm.

## 9 Adjournment

The meeting was adjourned by chairman, Ed Holland, at 8:55 am.