



TOWN OF PORTOLA VALLEY
Special Trails and Paths Committee Meeting
Tuesday, July 21, 2020 8:15 AM

Special Videoconference Meeting via Zoom

SPECIAL VIDEOCONFERENCE MEETING AGENDA

Join Zoom Meeting:

<https://zoom.us/j/91243198544?pwd=U0tzZmExVFZWcFlabnhlcFB6UDFadz09>

Phone into Zoom Meeting:

1-669-900-6833

1-877-853-5247 Toll-free

Meeting ID: 912 4319 8544

Password: 036529

- 1. Call to Order**
- 2. Oral / Community Communications**
- 3. Approval of Minutes:** June 16, 2020 Meeting
- 4. Old Business**
 - a. **Trail Conditions, and Work, for June 2020:** Howard - Update/Discussion
 - b. **Temporary Signs on Alpine Trail:** Group – Discussion
 - c. **Temporary Sign Sub-Committee:** Presentation of new temporary sign
 - d. **Closure of Sequoia Trail:** Group – Discussion
 - e. **Replacement Signs on Shady Trail:** Gary - Discussion
- 5. New Business**
 - a. **Virtual Meeting Format:** Group – Discussion
 - b. **Committee Membership:** Group – Discussion
 - c. **New Site Development Permits:** Gary – Discussion
- 6. Other Business**
- 7. Adjournment**

Enclosures:

Minutes from June 16, 2020 meeting
Trail Work Map & Memo – June 2020

SPECIAL TRAILS AND PATHS COMMITTEE MINUTES – Tuesday, June 16, 2020, 8.15 am.

CALL TO ORDER: The meeting was called to order at 8.21 am.

ORAL/COMMUNITY COMMUNICATIONS: A letter was received from Brenda Monks regarding bikes on Shady Trail. Also from Angela Hayes regarding bikes on Alpine Trail.

ROLL CALL: J. Coleman, B. Eckstein, E. Ferrari, S. Gold, G. Hanning, F. Leach, A. Doherty, C. Hughes, Town Council Liaison, H. Young, Public Works Director, K. Stromeyer, PV Ranch Liaison.

APPROVAL OF MINUTES: E. Ferrari made a motion to approve the minutes of Tuesday, May 19, 2020, with J. Coleman seconding, and all were in favor.

OLD BUSINESS:

- a. **Trail Conditions, Work and Budget for May 2020:** Howard Update/Discussion: Work has started on Coal Mine Ridge, Arroyo, Blue Oak, Bay Laurel, Black Oak, Deer Path, Sweet Springs. The operating crew is still at work during Covid 19 with roadside and tree fire mitigation. Shady Trail will be closed on June 22nd in order for residents to haul out debris. J. Coleman said there is lots of poison oak on the trail. The town cuts back where they can. E. Ferrari says residents are putting their wood debris for chipping out on the town trail easement, way in advance of the chipping day. C. Hughes was put on notice to ask the Town Council if the chipper program can be run more frequently. K. Stromeyer says the ranch has it done regularly and they pay for it.
- b. **Prioritization of Capital Projects:** Joe – Discussion: The 1st choice is Sequoia Trail, Black Oak, Los Trancos and Sweet Springs. 2nd choice is to re-establish Minoca Trail and the 3rd choice is to place base rock on Cervantes between the two Shawnee Pass intersections.
- c. **Temporary Signs on Shady and Alpine Trails:** Group – Discussion: The signs on Shady will come down and move over to Alpine dirt trail. Letters were received from 2 residents with Brenda Monks saying bikes were using Shady and Angela Hayes says bikes are on the Alpine Trail, between Portola Road and Willowbrook. The latter is concerned that a mountain biking group meets every evening. Regarding Shady Trail, F. Leach suggested refreshing temporary signs and stress concern about equestrian safety and bikes. S. Gold concurred with stressing safety and that the trail is heavily used by both equestrians and hikers. F. Leach suggested a time schedule for bike users on Shady but the town has strict ordinances regarding multi-use with trail width, sight lines, etc. E. Ferrari and B. Eckstein will work on wording for signs noting C. Hughes' suggestion of simple is best. No need to bring back to Committee.
- d. **Closure of Sequoia Trail:** Group – Discussion: The Town Manager says it will be closed until the end of the Pandemic and Sequoia residents are out of lockdown. C. Hughes says non-resident users were cutting through the parking lot to get to their cars in the Windy Hill parking area, hence the closure. It was pointed out that equestrians use this trail to get into Windy Hill instead of going through the crowded parking lot. B. Eckstein also pointed out that there is a Security Guard there 24 hours a day so they could stop people from going through the Sequoia parking lot. Could also put up a sign informing users of this. C. Hughes will talk to Jeremy re. opening this trail as it is a safety issue for the horses.
- e. **Annual Report to the Town Council:** Gary – Discussion: J. Coleman attended with G. Hanning. G. Hanning basically recounted events during 2019, which was mainly the Horse Fair; also the Stanford Wedge and signage in the ranch. K. Stromeyer said the signs and brochure have helped reduce the incidence of illegal bikes on the ranch trails.

NEW BUSINESS:

- a. **Mountain bikes damaging Alpine Trail:** Group – Discussion: H. Young put signs and branches up to deter the usage but they have been moved. Feels that they will only do it somewhere else, so for now will just keep an eye on it.
- b. **Changing permanent signs on Shady Trail:** Group – Discussion: (Has been covered previously in meeting).
- c. **Parking on Fawn Trail:** Group – Discussion: Vehicles working on project at T. Lee's old house and the new home being built opposite are parking on the town trail. They had previously been requested not to do so. H. Young will talk to the Project Manager again. Said the Sheriff could also be called out to give tickets if problem persists but sympathy was expressed for the workers given the tickets and wondered how it could be charged to the homeowner ? G. Hanning says the Building and Planning management can shut the project down if they don't comply, so H. Young needs to find out what the parking plan was for the job.
- d. **New Site Development Permits:** Group – Discussion: The Department has been closed so there is nothing to look at.

OTHER BUSINESS: None,

ADJOURNMENT: S. Gold made a motion to adjourn, B. Eckstein seconded and all were in favor. The meeting was adjourned at 9.45 am.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Trails and Paths Committee

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

DATE: **July 14, 2020**

RE: Trail work for June 2020

Attached is the trail work recording form completed for June.

The total maintenance staff hours worked in June was 16 hours.

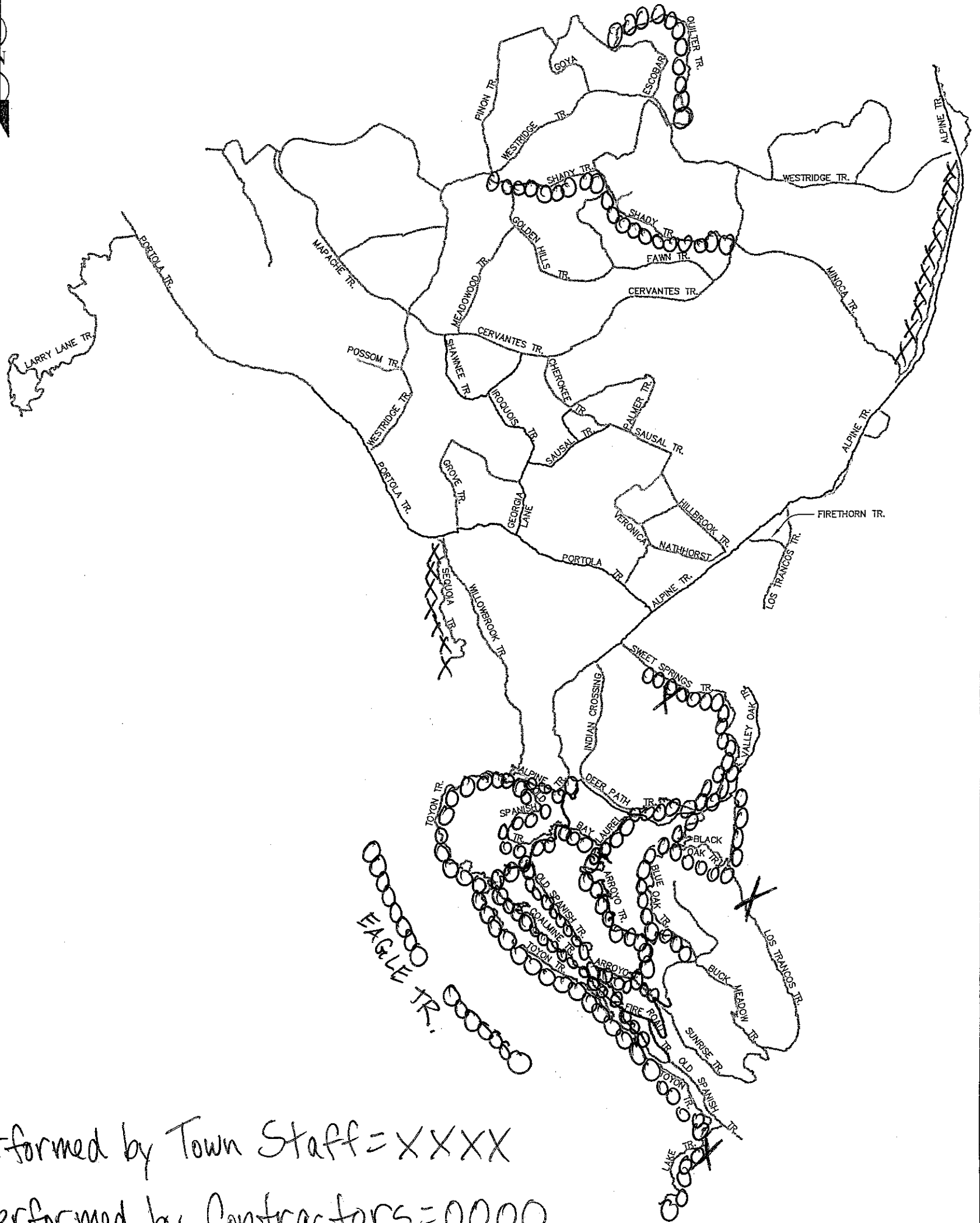
The total contracted staff hours worked June was 264 hours.

Total hours worked: **280 hours**

Attachments: Trail Map
Work sheet

Trail	Length	Work Completed	Date
Admiral Quilter	0.5	Weeds cut by contractor	6-29
Alpine	3.0	Cut weeds	6-17
Arroyo	1.6	Weeds cut by contractor	6-9/10/15
Bay Laurel	0.5	Weeds cut by contractor	6-9/17
Black Oak	0.8	Weeds cut by contractor	6-16/30
Blue Oak	0.5	Weeds cut by contractor	6-15
Buckmeadow	0.5		
Cervantes	1.3		
Cherokee	0.2		
Coalmine	0.8	Weeds cut by contractor	6-18/19
Deer Path	0.7	Weeds cut by contractor	6-17
Dwight Crowder	2.0		
Eagle	0.6	Weeds cut by contractor	6-25
Fawn	0.3		
Fire Road	0.5	Weeds cut by contractor	6-25
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	Cleared fallen tree, weeds cut by contractor	6-8/24
Larry Lane	1.5		
Los Trancos	1.1	Cleared fallen tree	6-8
Los Trancos Rd	0.4		
Meadowwood	0.4		
Minoca	0.7		
Nathorst	0.3		
Old Spanish	1.9	Weeds cut by contractor	6-17/18/25
Palmer	0.6		
Portola	2.3		
Possum	0.2		
Priory	0.5		
Redberry	0.2		
Sausal	0.6		
Sequoia	0.5	Cut weeds	6-17
Shady	0.8	Weeds cut by contractor	6-29
Shawnee	0.5		
Sunrise	0.8		
Sweet Springs	0.8	Cleared fallen tree	6-17
Toyon	2.4	Weeds cut by contractor	6-22/23/24
Veronica	0.2		
Westridge			
Willowbrook	0.8		
TOTAL	36.0 miles		

Town of Portola Valley Trail Map



Work Performed by Town Staff = XXXX

Work Performed by Contractors = OOOO