



## TOWN OF PORTOLA VALLEY

Bicycle, Pedestrian and Traffic Safety Committee Meeting

Wednesday 5<sup>th</sup> August 2020

8:15 AM Online with ZOOM – usually at the Schoolhouse

765 Portola Road, Portola Valley, CA 94028

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

#### **1 Call to Order/Roll Call**

Chairman Ed Holland called the meeting to order. Town clerk Sharon Hanlon was the ZOOM online host – and present during this online meeting of the BPTS committee, so attendance was online for all.

Gary Hanes, Angela Hey, Ed Holland (Chair), Kenny Cheung and Kevin Welch attended. Also in attendance were Howard Young (Town Public Works Director), Craig Hughes (Town Council) and San Mateo County Sheriff's representative Andy Hui. In addition, Betsy Morgenthaler attended.

#### **2 Oral Communications – Resident and Open Committee Comments**

Betsy Morgenthaler (500 Portola Road) wanted to add to the July 1<sup>st</sup> minutes that she had stated that the area round her driveway was an “accident waiting to happen”.

#### **3 Approve Minutes from July 1st 2020 meetings**

The minutes of the July 1st 2020 meeting were approved with Betsy's suggested modification, proposed by Ed, seconded by Kevin.

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

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

Andy called in from his vacation and couldn't access the system that records citations remotely. He will present figures at the next meeting.

The Sheriff's officer put a car out in specific areas, as requested by committee members at the last meeting, then the town asked the Sheriff to remove the car (an SUV) after about 10 days because of citizen complaints.

Angela noted that she had spoken to a Sheriff's deputy about people parking on Portola Road. The deputy said he thought they were not enforcing parking at this time. He didn't seem to know about the cards that the town and the Sheriff's department have approved for putting on car windshields to inform drivers that they can park at the town center. Kevin also had spoken to deputies who did not know about the cards.

Gary asked if anyone had been cited for parking in the wrong place on Portola Road – Andy said they had.

Ed asked that bikes be cited for not stopping at the stop sign and coming down Alpine Road at Portola Road. Andy said they had cited a biker who had complained about being cited.

##### **4.2 Requests for Monitoring**

Craig asked Andy about Portola Valley school monitoring. Portola Valley schools currently are not expected to reopen in the fall, given the county is on the watchlist and based on Craig's conversations with the school superintendent.

The Sheriff's Deputies are working on social distancing at Woodside High School in the near term. Ed noted there will be orientation on Saturday for Woodside High School and apart from that Woodside High is meeting remotely.

Kenny asked about the Windy Hill signage, whether one could be cited legally. Craig explained that the town ordinance was passed so that cars on the shoulder can be cited.

## **5 Public Works Update**

Howard says the town has temporary signs that say no parking on the pavement and offered to bring them out if necessary.

The County Office of Education are coordinating online discussions between the school districts and towns. Howard said the town would do the usual tree trimming and patching potholes around schools, even though schools are meeting online.

CalWater will be working on the east side of Westridge soon.

Roadside and trails mowing has finished. Fire mitigation is continuing on Thursdays and Fridays. The most recent work has been on Westridge and Portola Road.

Howard noted that the situation is very fluid as to when things will open up due to COVID-19.

## **6 Ongoing Committee Business**

### **6.1 BPTS Annual Budget Submission**

#### **6.1.1 Budget Submission due August 17**

Ed has been requested to submit the budget by August 17<sup>th</sup>. Craig and Howard were asked about constraints on the town budget due to the pandemic.

Craig said that property tax revenues are likely to be similar, sales taxes have been down for some businesses, but for others are higher than normal. So those two sources are unlikely to impact the town budget too much. State and other grants may not be as available in the past, so being conservative there will be some tightening of the budget.

Angela had submitted ideas for virtual outreach to Ed, but the cost impact was negligible unless we needed town banners, yard signs or cards to promote events.

Ed suggested that the committee put flags on the crosswalks that are not near schools, with the town's approval, given the crosswalk improvements suggested by the Krupka study are on hold. Committee members liked the idea. Betsy Morgenthaler thought it would be useful to have flags on the crosswalk where the trail crosses Portola Road, near Willowbrook. She said the flags alert motorists during daylight hours.

### **6.2 General Parking Monitor**

#### **6.2.1 Windy Hill & associated on street parking restrictions**

Angela showed an online spreadsheet of car counts that have been recorded over the last month. Cars were counted in various parking lots around town and on streets where overflow parking has occurred.

#### **6.2.2 Displaced Visitor opportunistic parking locations - issues**

Gary noted that dogs are allowed on leash on Windy Hill and not in many San Mateo County Parks, e.g. Wunderlich and Huddart. He believes this puts pressure on Windy Hill. He noted that Thornwood Preserve does allow dogs on leash.

Howard reported that town manager Jeremy Dennis is going to engage with the Midpeninsula Regional Open Space District re: parking issues. Craig said that Midpen's use permit does not ask for a review, which a resident had suggested on the town's public forum, PVForum.us. Also not all the parked cars were for visitors to MidPen's properties, some were using Portola Valley town trails, Ed noted.

Betsy noted that Midpen has an expansive territory and Portola Valley is only a small part of the area they manage. After Stanford shut down the dish some years ago they redid their parking, she observed. Betsy

suggested it might be a good opportunity now to rethink the parking and that we need to bring Midpen some constructive suggestions. Craig suggested that specific proposals have been made to Midpen to extend the parking in the past.

Craig noted that the Midpen board is elected and responds to comments from the public. He suggested thoughtful messages might get a good response and that the committee should create a fact sheet for Jeremy and any residents who want to contact Midpen.

Gary Nielsen looked at the Mid Pen website for Windy Hill. It says "Please do not park on Portola Road: parking is strictly enforced. " On the Midpen Windy Hill preserve map, it says in response to COVID-19 "Roadside parking may be prohibited". Its general COVID-19 response page says "Stay home as much as possible and look for nearby nature." He suggested that to maintain an open space experience Midpen may prefer to limit parking.

Angela said that, based on recent car counts, the Windy Hill parking lot accommodates just over 40 cars and there are typically 100 extra cars parking on the street. So an area 2.5 times Windy Hill car park is needed, at a minimum. Gary Nielsen said his estimate was parking for 150-160 cars was needed.

Craig suggested that the town's efforts and the use permit summary should be included in a clear one-pager for Jeremy and residents who wish to present to the Midpen board.

### **6.3 Request to investigate virtual outreach methods**

Angela will send out a list of things she found for virtual outreach. Craig suggested working with Kari Chinn, the town's communications & community engagement analyst.

Betsy says giving drivers a friendly reminder and a warning that appeals to their sense of community might be useful. The committee was urged by Craig not to send out messages too frequently, as residents will then tend to ignore them.

## **7 Matters Arising**

No matters arising.

## **8 Next meeting**

The next meeting is scheduled for September 2nd, 2020 at 8:15 am via Zoom.

## **9 Adjournment**

Ed adjourned the meeting at 9:20 am.