



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

Special Videoconference Meeting via Zoom

SPECIAL VIDEOCONFERENCE MEETING AGENDA

Join Zoom Meeting:

<https://zoom.us/j/93937709556?pwd=dIBIM29leGJCvG5paDNJMndTdnPpUT09>

Phone into Zoom Meeting:

1-669-900-6833

1-877-853-5247 Toll-free

Meeting ID: 939 3770 9556

Password: 297647

1. **Call to Order**
2. **Oral / Community Communications**
3. **Approval of Minutes:** August 18, 2020 Meeting
4. **Old Business**
 - a. **Trail Conditions, Work, and Budget, August 2020:** Howard - Update/Discussion
 - b. **Temporary Signs:** Group – Discussion
 - c. **Replacement Metal Signs:** Subcommittee/Group - Discussion
 - d. **Sequoia Trail Status:** Group - Discussion
5. **New Business**
 - a. **Safe Routes to School:** Group - Discussion
 - b. **Dogs on trails:** Group – Discussion
 - c. **Parking on Willowbrook Update:** Group – Discussion
6. **Other Business**
7. **Adjournment**

Enclosures:

Minutes from August 18, 2020 meeting

Trail Work Map & Memo and Budget – August 2020

SPECIAL TRAILS AND PATHS COMMITTEE MINUTES - Tuesday, August 18, 2020, 8.15 am.

CALL TO ORDER: The meeting was called to order at 8.20 am.

ROLL CALL: J. Coleman, A. Doherty, E. Ferrari, S. Gold, G. Hanning, F. Leach. C. Hughes, Town Council Liaison; H. Young, Public Works Director; C. Stromeyer, Conservation; Mike Nicolls, new applicant for Trails Committee.

ORAL/COMMUNITY COMMUNICATIONS: Mike Nicolls is interested in joining the Trails Committee. The members introduced themselves and G. Hanning gave a brief history of our trail system, which was originally pioneered and built by equestrians. M. Nicolls has lived in town for 10 years and enjoys running, hiking and biking and is interested in preserving the trails. G. Hanning said he would be putting his name forward to the Mayor, as the Chair of the Committee and the Mayor approve the applicant.

APPROVAL OF MINUTES: The July Minutes are to be corrected with Angela 'Heyes' to be changed to 'Hey'. S. Gold made a motion to approve the July minutes with this change, J. Coleman seconded, and all were in favor.

OLD BUSINESS:

- a. **Trail Conditions, Work, and Budget, July 2020:** Howard – Update/Discussion: All the trails have been mown and cleaned up except for a few areas. We are currently working on trails by Open Space. On Thursday and Friday, fire mitigation will take place on Alpine, Westridge and Portola Road. Barricades are up at Rossotti Field for soccer kids to load and unload. Ford Field is being used for construction work for San Mateo County. A. Hey congratulated H. Young on trail work, especially Coal Mine Ridge. She mentioned seeing kids using an illegal trail off Alpine trail, going down to the actual road itself. Signs have been put up to deter this behavior, but they keep being moved. G. Hanning says cut branches are on the Willowbrook trail near the bridge. H. Young will look into it. On Cervantes, J. Coleman says a homeowner has left a big pile of wood to be chipped but the chipper will not come until October.
- b. **Temporary Signs on Alpine and Hillbrook Trail:** Group – Discussion: New temporary No Biking signs have been moved from Alpine To Hillbrook. The town does not have an enforcement mechanism to monitor trails and behavior and a small group of local trail users will continue to break the rules. Signs are supposed to give users alternate routes as the next steps are rather extreme, i.e. Sheriff's involvement. Any feedback is welcome. C. Stromeyer stressed consistency with signs. In the Coal Creek Preserve, they are holding off on maps because of Covid. A suggestion is to have the No Bike sign be large. G. Hanning talked with H. Young about replacing the old metal signs but keep the pole, and put a new No Bike sign on the pole. Our town signs are very minimalistic. Do we want to move away from those signs and emulate the signs the ranch uses ? A. Hey says fast bikers come down the Alpine trail and jump the steps at Indian Crossing/Alpine. She suggests putting the temporary No Bike sign facing the traffic on Alpine by Willowbrook. S. Gold suggested putting Safe Routes to School on the Agenda for the next meeting. Can co-ordinate with the schools. G. Hanning is running for the School Board so will have input. Comments on current trail signs are invited for the next meeting.
- c. **Re-Opening of Sequoia Trail:** Group – Discussion: The Sequoia trail will be closed from 8 am Tuesday until 5 pm on Wednesday of each week. G. Hanning talked to J. Dennis, our Town Manager, and the new Director of The Sequoias, who is keen to work with us. MROSD has been asked to put a sign up on Spring Ridge, directing people away from the Sequoia trail. The sign will stay up all the time on the honor system, so no volunteers will be needed. S. Gold will close Sequoia trail Tuesday 25 at 8 am; G. Hanning will open Sequoia trail Wednesday 26 at 5pm; E. Ferrari will close Sequoia trail Tuesday 1st Sept at 8 am and open Wednesday 2nd at 5 pm.
- d. **Replacement Signs on Shady Trail:** Gary – Discussion: The sub-committee consists of B. Eckstein and possible new member, Mike Nicolls.

NEW BUSINESS:

- a. **2021 Budget:** The town has asked us to prioritise our expenses. The budget for trail maintenance is held by Public Works Dept. We have 3 budgets – 1. Small budget for events. 2. Trails General Maintenance budget of \$55,000. 3. Capital Improvements budget for which J. Coleman came up with a list of items. C. Hughes says the real budget from Sept to June (9 months) will not be passed in Sept. The budget may not be impacted that much but the Town Council will need to know where to cut. The Capital Improvement list may need to be deferred if there is a shortfall in revenue.

OTHER BUSINESS:

ADJOURNMENT: E. Ferrari made a motion to adjourn, F. Leach seconded, and all were in favor. The meeting was adjourned at 9.50 am.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Trails and Paths Committee

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

DATE: **September 8 2020**

RE: Trail work for August 2020

Attached is the trail work recording form completed for August.

The total maintenance staff hours worked in August was 15 hours.

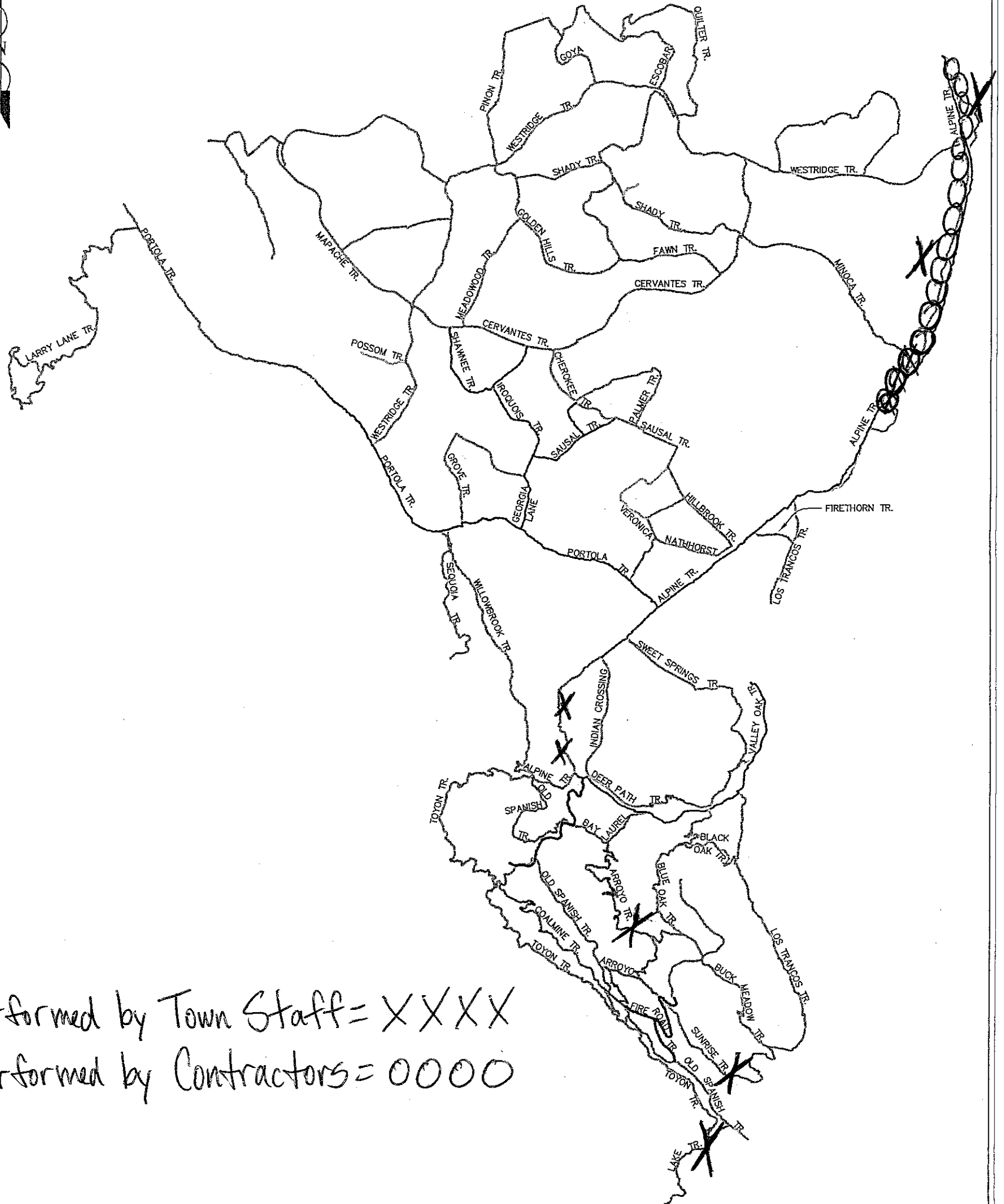
The total contracted staff hours worked August was 40 hours.

Total hours worked: **55 hours**

Attachments: Trail Map
Work sheet

Trail	Length	Work Completed	Date
Admiral Quilter	0.5		
Alpine	3.0	Cleared fallen tree, placed no bike signs on barricades	8-17/24/31
Arroyo	1.6	Cleared fallen tree	8-19
Bay Laurel	0.5		
Black Oak	0.8		
Blue Oak	0.5		
Buckmeadow	0.5		
Cervantes	1.3		
Cherokee	0.2		
Coalmine	0.8		
Deer Path	0.7		
Dwight Crowder	2.0	Brush and debri cleared by contractor	8-10/11
Eagle	0.6		
Fawn	0.3		
Fire Road	0.5		
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	8-24
Larry Lane	1.5		
Los Trancos	1.1		
Los Trancos Rd	0.4		
Meadowwood	0.4		
Minoca	0.7		
Nathorst	0.3		
Old Spanish	1.9		
Palmer	0.6		
Portola	2.3		
Possum	0.2		
Priory	0.5		
Redberry	0.2		
Sausal	0.6		
Sequoia	0.5		
Shady	0.8		
Shawnee	0.5		
Sunrise	0.8	Cleared fallen tree	8-18
Sweet Springs	0.8		
Toyon	2.4		
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

Trails & Paths Committee

Fiscal Year 2020-2021

August 31, 2020

Description	Budget Amount	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Y-T-D
General Trail Rehabilitation	55,000	83	23,540	-	-	-	-	-	-	-	-	-	-	23,623
CIP: N/A														-

Donation Balances Remaining - usage for remaining funds can be changed only per written authorization from the donors.														
Kersten: for Kersten property trails per agreement	1,494													
Lane: for Kersten property trails or Larry Lane Trail	8,506													

**Please note that the figures listed in July - August were paid in those months but accrued back to fiscal year 2019-20*