

TOWN OF PORTOLA VALLEY



Bicycle, Pedestrian and Traffic Safety Committee Meeting

Wednesday 2nd June 2021

8:15 AM Online with ZOOM

Bicycle, Pedestrian and Traffic Safety (BPTS) Committee Meeting Minutes

1 Call to Order/Roll Call

Chairman Ed Holland called the online Zoom meeting to order at 8:20 am.

Patt Baenen, Gary Hanes, Angela Hey, Ed Holland (Chair) and Kevin Welch attended. Also in attendance were Howard Young (Town Public Works Director), Craig Hughes (Town Council member), Jeremy Dennis (Town Manager), Andy Hui (San Mateo County Sheriff's Office representative) and Gary Nielsen (Town Police Commissioner).

Attendees included residents Patty Dewes (Vice Chair of the Parks and Recreation Committee), Rita Comes, Kristi Corley, Betsy Morgenthaler and Caroline Vertongen. In addition, Karen Lucian (Executive Assistant to the Superintendent Portola Valley School District) and Roberta Zarea (Superintendent Portola Valley School District).

2 Approve Minutes from the May 5th 2021 meeting

Ed proposed that the minutes of the May 5th 2021 meeting be accepted, Kevin seconded the motion and the minutes were unanimously approved.

3 Oral Communications – Resident and Open Committee Comments

Angela said she has joined the City/County Association of Governments of San Mateo County (C/CAG) Bicycle and Pedestrian Advisory Committee (BPAC). She reported that the meeting discussed the 2021 C/CAG San Mateo County Comprehensive Bicycle and Pedestrian Plan. At the meeting she learned that the Metropolitan Transportation Commission for the San Francisco Bay Area (MTC) has data from Strava that tracks bicycle usage and has requested information for Portola Valley.

4 Sheriff's Report

Andy Hui gave the Sheriff's Report.

4.1 Accidents and Citations

There was 1 collision - a bicycle near Willowbrook ran into the curb according to the son of the rider who fell off his bike.

4.2 Request for Monitoring

In May there were 22 moving citations - 6 speeding and 5 for failure to obey stop signs.

In addition, 72 parking citations were issued – mostly close to Portola Road.

Kevin asked if there will be more focus on monitoring parking. Andy replied that it was part of the normal patrol activities.

4.2.1 Fire Drill at the Sequoias

The Sheriff's department worked with the Sequoias Continuing Care Retirement Community on an evacuation drill with Woodside Fire. Residents practiced evacuating by going to the town center with a few essential belongings. Betsy Morgenthaler asked what was learned by the Sheriff's Office. Andy said that they learned that the facility was well-prepared.

4.3 Request for Information on use and effectiveness of ALPRs active in Portola Valley

Patt Baenen wanted to know how Automated License Plate Reading Systems (ALPRs) are used. Jeremy Dennis said the Sheriff's Office does an annual report on how often the Sheriff's Office has looked at the data for the town council. Andy Hui said it is used to aid in solving crimes, for example looking for stolen vehicles. Craig recalled that data is kept for 12 months unless it is needed for an ongoing investigation.

5 Public Works Update

5.1 Resurfacing

Bids are opened. Eight to nine locations for traffic improvements were included. Construction is likely to start in August if the council approves the budget. The flashing beacons and crosswalk redesign will then kickoff a planning process that includes traffic engineer Paul Krupka.

5.2 Mowing

The town has continued mowing, particularly on Alpine Road and trails. This and fire mitigation work is coordinated with the Woodside Fire department. Fire mitigation work takes place on Thursdays and Fridays, with recent focus on Westridge.

5.3 Monitoring parking

The town is monitoring parking around the Alpine Inn. The Town Center is also being used extensively for parking.

6 General and Ongoing Committee Business

6.1 Portola Rd Parking Subcommittee Report

The Subcommittee has not yet had time to meet.

6.2 General Visitor parking report

Gary Nielsen has been regularly counting cars around Willowbrook and Portola Road. Gary noted that there have been fewer cars in recent weeks. The Windy Hill parking lot is always full. Willowbrook still has many cars, especially on the weekends.

On Willowbrook, cars park where the road has a divider in the middle. This could impede emergency vehicles. Gary spoke with a Community Service Officer who was unsure what to do with cars parked there because we don't have any No Parking signs there. He asked whether the residents' own no parking signs were official – they were not approved. So residents' signs were moved back on to their premises. Gary and Howard discussed contacting homeowners in person to inform them that the signs cannot be put out. In summary, Gary noted that Willowbrook continues to be a problem.

Howard wondered how often people parked in the split – Gary said he saw it for the first time just recently. Kevin noted that there was no way for a fire truck to get through the split and thought that the residents should be contacted.

Ed noted that red-lining certain driveway entrances, at the junction of Alpine & Willowbrook and at the split might be necessary. Angela agreed. Ed noted that signage had also been suggested by residents too. Ed said that using red curbs should be done ahead of considering signage. Ed will put together a recommendation for the next meeting so that the committee can make recommendations for town staff and the town council.

Betsy Morgenthaler supported the conversation about Willowbrook. She thanked the committee for considering parking signs for Portola Road. She asked Craig what the process was for implementing no parking signs. Craig said the Parking Subcommittee would report through town staff, who could then add an agenda item for the town council. He noted the process can vary in the amount of staff and town council involvement.

6.3 Portola Terrace (“Stanford Wedge”) Request of Planning updates

Jeremy Dennis said trenching work is taking place which will contribute information to the draft Environmental Impact Report (EIR). Draft elements are being received. He expects that in the next month the entire EIR will be ready for review by residents.

6.4 Neely Winery Traffic report and request of Planning updates

A contract planner left the project and has been replaced, so the report has been delayed. Jeremy expects information to be available soon.

Betsy Morgenthaler asked for the name of the new contract planner. Jeremy said her name was Lisa and he will send Betsy her full name later.

6.5 Corte Madera School Planning – Request update on Encroachment Permit

Jeremy anticipates that an Encroachment Permit for access to the Corte Madera School campus from Alpine Road will be issued today or tomorrow.

6.6 Alpine Inn parking lot update on discussion of 05/25/21

Ed, Jeremy and the owners of the Alpine Inn had a discussion on parking in the lot that is shared by the town and the Inn. Jeremy noted that there is an increase of parking on nearby roads, including Arastradero Road in Santa Clara County. He heard from two residents about problems with parking on Golden Oak, opposite the Inn. A resident is particularly concerned about cars turning, traffic safety and fire danger. The conditional use permit for the Inn has allowed parking on the town’s portion of the lot.

Howard said he’d been monitoring the parking for 6 – 8 months, observing that most of the overflow parking has been on Arastradero. Kristi Corley wondering whether there was a consideration for a driveway on Alpine Road for soccer field parking. Craig said it could be looked at but it would be very challenging because it is opposite Golden Oak, but a one-way system might improve traffic flow, even if it removed parking spaces. There are no imminent plans.

Craig said they had been looking at resurfacing and striping the lot. Jeremy Dennis said a goal of the town is to improve traffic the flow, particularly for those using the sports field. He said the Alpine Inn has cooperated by hiring a parking attendant and the parking area for the field has been marked. Ed noted that the rough surface slows traffic. Angela noted that parking lot striping would reduce the number of spaces. Craig agreed and said light striping to show where the town lot begins and ends was being considered.

Betsy Morgenthaler requested that committee members attend the Planning Commission meeting to consider the traffic and parking impact of increased ADU (Accessory Dwelling Unit) and JADU (Junior ADU) requirements. If residents convert their garages to dwelling spaces then cars may need to park on streets, particularly if the number of residents on a lot increases. She urged the committee to think ahead on the issue.

7 Events

7.1 Zots to Tots, October 9, 2021 – Request for Assistance with organization

Patty Dewes, vice-chair of the Parks and Recreation Committee, is interested in planning traffic control for the Zots-to-Tots road race from the Alpine Inn to the Town Center, planned for October 9th. She reported that there will be a PV Live Revive event that starts with the run at 10 am, followed by a town picnic and live arts.

Traffic flow was a concern for the last Zots-to-Tots. Ed said the whole route needs to be closed for a reasonable length of time and there needs to be support from the Sheriff's office. Patty agreed with closing the road. Ed said Woodside Patrol could be included as well. Volunteers along the route are needed.

7.2 Event parking etc. from Parks & Recs

Kevin asked Howard whether a private traffic control company could be used. Howard said he could provide names of professional traffic control companies. Kevin said he would work with the Parks and Rec committee on event traffic control planning.

7.3 Late Summer Energizer station

Ed noted the Bike Anywhere Day on Saturday May 22n from 10 am to 1 pm was very successful. An Energizer Stand at the corner of Portola and Alpine Roads provided an excellent opportunity to inform people that the committee looks out for traffic safety in Portola Valley. Patt led a team of volunteers for the event. Based on the event's success another event may be planned for late summer. Ed thanked the town for publicity and banner promotion.

8 Matters Arising

There were no matters arising.

9 Next meeting

The next general meeting is on Wednesday 7th July at 8:15 AM, via Zoom.

10 Adjournment

Ed adjourned the meeting at 9:24 a.m.

Appendix Chat

In addition to the formal discussion, the following comments were noted in the Zoom Chat.

08:23:32 From carolinevertongen to Everyone : i had my hand up - I wanted to thank Angela Hey for attending the PVSD meeting - residents raised concerns about parking on Alpine Road during construction- Any word on Safe Routes to School? thank you cv

08:25:43 From carolinevertongen to Everyone : what is the role of our Public Director Howard Young accessing ALPR - which showed at the last ALPR audit

08:26:48 From carolinevertongen to Everyone : do you still keep the data for 6 months or longer

08:29:27 From carolinevertongen to Everyone : crime was down but what about suicide, and mental health problems, and other issues

08:31:46 From Craig Hughes to Everyone : ALPRs don't help much with those unfortunately Caroline :(

08:37:29 From carolinevertongen to Everyone : I was not referring to ALPRs but the quarterly reports by SM county law enforcement - do you see those reports and would you make them available to BPTS to understand trends in Public safety and to substantiate the contracts with our law enforcement

08:38:31 From Craig Hughes to Everyone : BPTS is responsible for traffic safety, not general policing and other community services like mental health issues

08:43:29 From Kristi Corley to Everyone : Can you take a vote today?

08:46:40 From Kristi Corley to Everyone : It seems this has been an issue for the last 3-4 meetings, issues on Willowbrook. When fire truck passage and resident safety is an issue. The residents care about this issue.

08:47:23 From carolinevertongen to Everyone : thank you - we had so many meetings about this -

08:50:06 From carolinevertongen to Everyone : and who is expected to report this ? Public Director Howard Young or Town Manager Dennis - I would think the BPTS minutes are clear enough

08:51:39 From Kristi Corley to Everyone : Please open each agenda item to the public.

08:53:05 From carolinevertongen to Everyone : Any traffic reports from Neely and Stanford wedge available????

09:05:07 From Jeremy Dennis (he/him) to Everyone : Caroline - no, they are not available yet.

09:08:52 From carolinevertongen to Everyone : and parking on the street

09:09:39 From Craig Hughes to Everyone : CA Vehicle Code 22654(e):

09:09:42 From Craig Hughes to Everyone : Whenever any peace officer finds a vehicle parked or standing upon a highway in a manner so as to obstruct necessary emergency services, or the routing of traffic at the scene of a disaster, the officer may move the vehicle or require the driver or other person in charge of the vehicle to move it to the nearest available parking location.

09:09:44 From carolinevertongen to Everyone : please attend the meeting tonight

09:12:23 From Jeremy Dennis (he/him) to Everyone : good to see you all - need to head to my next meetings. have a good day!

09:21:58 From Craig Hughes to Everyone : PV Muni Code 10.40.040: No operator of any vehicle shall stop, stand, park, or leave standing such vehicle in any of the following places, except when necessary to avoid conflict with other traffic or in compliance with the direction of a police officer or other authorized officer, or traffic sign or signal.

09:22:09 From Craig Hughes to Everyone : F. In any area where the parking or stopping of any vehicle would constitute a traffic hazard or would endanger life or property

09:22:12 From Rita Comes to Everyone : How about item E? CM Driveway?

09:23:18 From Howard Young to Everyone : My role and access of the ALPR system is related to system maintenance issues, the audit report dated 2/24/20 to the Council indicated that.

09:23:32 From Howard Young to Everyone : thank you