



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, June 1, 2022 – 8:15 AM
Zoom Teleconference

VIDEOCONFERENCE MEETING AGENDA

Remote Meeting Covid-19 Advisory: On September 16, the Governor signed AB 361, amending the Ralph M. Brown Act (Brown Act) to allow legislative bodies to continue to meet virtually during the present public health emergency. AB 361 is an urgency bill which goes into effect on October 1, 2021. The bill extends the teleconference procedures authorized in Executive Order N-29-20, which expired on September 30, 2021, during the current COVID-19 pandemic and allows future teleconference procedures under limited circumstances defined in the bill. Portola Valley Town Council and commission and committee public meetings are being conducted electronically to prevent imminent risks to the health or safety of attendees. The meeting is not available for in-person attendance. Members of the public may attend the meeting by video or phone linked in this agenda.

To access the meeting by computer, click on the link below:

<https://us06web.zoom.us/j/89619471790?pwd=QmpONWxYZEtIT3VieXIDQ1pEM1ZzQT09>

To access the meeting by phone, dial:

1-699-900-6833

1-877-853-5247 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

Meeting ID: 896 1947 1790

Password: 364462

1. Roll Call.
2. Review/ Approval of the Minutes of the April 6th 2022 Meeting:
3. Resident and Committee Open Comments
4. Sheriff's report:
 - a. Accidents and Citations
 - i. Request for statistical details of tickets issued.
 - b. Request for Monitoring:
 - i. Speeding
 - ii. Stop sign violations.
5. Public Works Update:
 - a. General update
 - b. Request for progress on Design and Engineering of Recommended new pedestrian safety facilities
6. Ongoing Committee Business
 - a. Oral report from the May 16th Committee of Committees Meeting. Discussion of Portola Valley Housing Element (HE) update Discussion of Committee Priorities and concerns for future feedback
7. Events:
 - a. Zots to Tots 2022
8. Matters Arising
9. Next meeting scheduled July 6th 2022. Default time 8:15 AM, Via Zoom

Adjournment



TOWN OF PORTOLA VALLEY

Bicycle, Pedestrian and Traffic Safety Committee Meeting

Wednesday April 6th 2022

8:15 AM Online on Zoom

765 Portola Road, Portola Valley, CA 94028

Bicycle, Pedestrian and Traffic Safety Committee Meeting Minutes

1 Roll Call

Patt Baenen, Gary Hanes, Angela Hey, Ed Holland (Chair) and Kevin Welch attended. Also in attendance were Howard Young (Town Public Works Director), Gary Nielsen (Town Police Commissioner) and Sergeant Patrick (Pat) Taylor, San Mateo County Sheriff's Office representative, traffic engineering consultant Paul Krupka, Midpeninsula Regional Open Space District representative Alex Casbara, and PV School District representative Karen Lucian.

Residents attending included Maddie, Jean Paul Coupal, Betsy Morgenthaler and Caroline Vertongen.

2 Review/Approval of the Minutes of the February 2nd, 2022 Meeting

Ed proposed the minutes of the February 2nd 2022 meeting be accepted, Gary seconded. The minutes were unanimously approved.

3 Resident and Committee Open Comments

Caroline Vertongen wishes that the committee and consultants would reflect what the public wants, in particular regarding the recent crosswalk study. She also noted that the committee chair and town council liaison for the BPTS committee had not changed in years. She believes that looking at accident statistics is not a desirable way to analyze the need for change. She wants the committee to prevent disasters, not react after an accident has occurred. She feels that committee agendas do not reflect the will of residents.

Ed replied that the committee invites public comment at its meetings and he has never had a problem adding items to the agenda.

Jean Paul Coupal said he wanted to know when the town would respond to residents' desire for a second exit to the Alpine Inn. The town leases part of the lot to the Alpine Inn owner. Craig said it was up to the property owner to apply for permission to put an exit. Craig suggested that Jean Paul ask the town if there was a submitted application. Howard said that there had been no formal application for a second exit.

Kevin asked what the permit for the number of cars in the parking lot allowed. Angela said she had counted about 140 cars in the car park. Howard said some of the cars are on town land and some on private property.

4 Sheriff's report

4.1 Accidents and Citations

Sergeant Pat Taylor, reporting to Portola Valley as the new contact from the San Mateo County Sheriff's Office, said that in February no accidents were reported to the Sheriff's office. There were 6 moving citations and 55 parking citations. There were no bicycle citations.

Sergeant Taylor asked the committee what they would like to hear in the report, for example comparison with prior years. Ed said comparative data and a detailed breakdown of the citations would be useful.

4.2 Request for Monitoring

Ed would like to know what the police coverage is in town. Pat said one deputy is assigned 24 hours a day to Portola Valley and one to Woodside. Craig asked if citations were for parking related to Windy Hill. Sergeant Taylor responded that that was the case.

Caroline Vertongen asked Sergeant Taylor whether there was a quarterly report that reported services offered to the town. Gary Nielsen said there is a report from the county, the regularity of which might improve as staff come back to work after working from home during COVID.

5 Public Works Update

5.1 Improved Road Markings and Crosswalk Signs

Howard noted that, of the 14 locations identified as needing improved road markings or signage in Paul Krupka's study, engineering work for 9 had already been completed. (See <https://www.portolavalley.net/departments/public-works/traffic-improvement-project>.) The remaining 5 needed rapid flashing beacons. Engineering work has started, but the Priory crossing on Portola Road may need additional consideration because of its location.

5.2 Street Resurfacing

The annual street resurfacing plan is scheduled to go to the Town Council next week. It gives the list of roads for resurfacing in 2022. The contractors will roll the shoulders for cyclists on the arterials – Portola and Alpine Roads.

5.3 Fire Mitigation

Work continues on removing brush and cutting branches for fire mitigation on Thursdays and Fridays with a crew of 6. Work on Alpine and Portola Roads is expected to be completed by the end of the town's fiscal year, i.e. by June 30th. Golden Oak will be the next road and, as there is plenty of combustible vegetation, work is likely to last a year. Neighbors will be contacted as some have landscaped and placed plants in the town's right-of-way at the edge of the road.

5.4 Paint Fell Off A Truck - Cleanup

No major issues with traffic have been observed. Paint spilled off a truck near the Priory and the town cleaned up as one tin of paint had opened. Other tins that fell off the truck did not open.

5.5 Project Timing

Ed asked about installation of Flashing Beacons at locations other than those at the crosswalk near the Priory. Howard said the intention is to install them at the same time. He needs to move forward with the public consensus process. Ed asked if it really had to take such a long time and whether there was any way to accelerate the projects. Craig said COVID had slowed things down. Small staff, small budget and

limited time were reasons put forward by Craig for the long time it has taken to install the crosswalk improvements.

6 Ongoing Committee Business

6.1 Review and discussion of Visitor Parking Study submitted by Krupka Consulting

Paul Krupka gave a brief overview of his report. Angela noted Betsy Morgenthaler had contacted her to say that the report did not recommend no parking in the vicinity of her driveway that has an entrance on Portola Road near the corner leading up to the junction with Willowbrook. Ed noted there are other areas, e.g. on Alpine opposite Willowbrook, that may need more detailed review.

Betsy Morgenthaler said she was happy with collaboration between committee and Krupka. However, she said there was a need for no parking on the corner near her driveway. Ed said that the final engineering had not been done and there may be and that the implementation can take into account comments.

6.2 Proposal and Vote to recommend adoption of measures outlined in the Visitor Parking Study

Ed called for a proposal to recommend adoption of the measures outlined in the Visitor Parking Study

Angela proposed that the committee recommend adoption of measures outlined in the Visitor Parking Study. Gary seconded the proposal and it was unanimously accepted.

6.3 Meeting for Town Committee Chairs

Ed updated the committee on the quarterly meeting for town committee chairs. He said it was an opportunity to meet with other committee chairs regarding town events and other joint issues. Ed asked committee members to give him suggestions for items to discuss at the meetings.

6.4 Portola Valley Housing Element (HE) update Discussion of Committee Priorities and Concerns

Craig said that a 5- or 6-page staff report at last town council meeting gave out timelines and it is on the Housing Element section of the Town website. Also on the town website is a link to the recording of the Zoom council meeting that Laura Russell presented to the town council. The agenda packet for the town council meeting also has information.

Ed said there will be another Ad Hoc Housing Element Committee Meeting on 18th April at 4:30 pm.

Caroline Vertongen said she doesn't want committee time taken up. She wants to protect the community and follow the general plan. She would like data on housing inventory and use of properties in town. She said the last report on this was written in 2016.

Kevin asked whether we were going to do studies on traffic flow. Craig said individual projects may require CEQA Environmental Impact Reviews. For smaller projects, traffic studies are typically not done. Craig said there is an ongoing study regarding town evacuation and Howard does regular traffic studies.

6.5 Request for updates on the "Stanford Wedge" EIR

The Environmental Impact Report (EIR) for the Stanford Wedge proposed development on Alpine Road, has been released. There are legal and practical limits on the number of town meetings that can be held on the EIR (5 in this case). So the committee cannot have a public meeting to discuss the EIR. Individual comments can be submitted. Ed encouraged all committee members to read the report and emphasized that committee members can make individual comments.

Caroline would like to know which laws constrain the number of meetings. She would like the laws to be put on the town website. Craig suggested people email town staff. Caroline said that staff did not answer her questions, so she would email 2 pages of questions to Craig.

7 Events

7.1 Town Picnic with Zots-to-Tots Race

The committee will team up with other committees to support the Zots-to-Tots race, from the Alpine Inn to the Town Center, and participate at the Town Picnic, as last year.

7.2 Earth Day

Craig said there was nothing on the town calendar for Earth Day this year.

8 Matters Arising

Jean Paul Coupal reported on parking at Golden Oak near the Alpine Inn. He has seen no problems recently and working with Alpine Inn has been a success.

Angela asked who to send minutes to given the retirement of Town Clerk Sharon Hanlon. Craig said Carrie is covering during the interim. A new town clerk, Melissa will start mid-April.

Howard noted that Paul Krupka's report has been out for a while.

9 Next Meeting

Next meeting scheduled May 4th, 2022. Default time 8:15 AM, via Zoom. The Schoolhouse is set to go and staff is being trained on how to operate equipment for hybrid meetings – Zoom and in person.

10 Adjournment

Ed adjourned the meeting at 9:18 a.m.

The meeting was adjourned by Chairman, Ed Holland at 9:18am.