



TOWN OF PORTOLA VALLEY
Trails and Paths Committee Meeting
Wednesday July 20, 2022
9:00 a.m.

Gary Hanning, Chair
Fred Leach, Vice Chair
Elle Ferrari, Secretary
Liz Babb, Member
Joe Coleman, Member
Jacquelyn Davis, Member
Alex Doherty, Member
Barb Eckstein, Member
Susan Gold, Member

VIRTUAL MEETING

REMOTE MEETING COVID-19 MEETING ADVISORY: On September 16, 2021, 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. COVID-19 is still a major health concern and virtual attendance to the Town Council meeting is encouraged, particularly during case increases.

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700 or by email at mthurman@portolavalley.net 48 hours prior to the meeting start time. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

VIRTUAL PARTICIPATION VIA ZOOM

To access the meeting by computer:

<https://us06web.zoom.us/j/85439885708?pwd=OE9kd0laWk1EQ01YWUg4NzZuZHI1QT09>

Webinar ID: 854 3988 5708

Passcode: 910647

To access the meeting by phone:

1-669-900-6833 or

1-888-788-0099 (toll-free)

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

- 1. CALL TO ORDER & ROLL CALL**
- 2. ORAL COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA**
Speakers' time is limited to two minutes.
- 3. APPROVAL OF MINUTES:**
 - a. April 20, May 19 and June 15, 2022
- 4. OLD BUSINESS:**
 - a. Trail Conditions, Work and Budget for June and July 2022
 - b. Alpine Trail/Safe Route to Schools Subcommittee Update
 - c. PV Trail Map Subcommittee Update
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

The next regularly scheduled meeting date is Wednesday August 17, 2022 at 9:00 a.m.



TOWN OF PORTOLA VALLEY
Trails Committee Meeting
April 20, 2022
Special Videoconference Meeting via Zoom

TRAILS AND PATHS COMMITTEE MEETING MINUTES

1. Call to Order: The meeting was called to order at 9:04 AM

Members present: B. Eckstein, J. Coleman, G. Hanning, F. Leach, J. Davis, S. Gold

Members absent: E. Ferrari, L. Babb, A. Doherty

Also present: H. Young, Public Works Director; C. Hughes (Town Council Liaison); T. Coleman (Conservation Committee liaison; guest Secretary)

Guests: D. Breen, B. Morgenthaler

2. Oral/Community Communications:

D. Breen asked why the review of the Stanford wedge EIR was not part of the Trails and Paths agenda as she is looking for guidance from the Committee on the proposed trails associated with the development. C. Hughes responded under State law any applications like Stanford's are only allowed five hearings and if any town committee discusses the proposal at their meeting, that would constitute one of the five meetings. L. Russell is developing a process for review. G. Hanning stated any resident has a right to comment and encouraged individuals to review the EIR and submit their comments to the Town. C. Hughes said comments received from citizens will be public and will be included with a response in the final EIR. B. Morgenthaler asked C. Hughes for more transparency in the process and asked when committees will be able to add their comments and perspectives. C. Hughes said he will talk with L. Russell about when the five meetings will be scheduled (currently Planning has a meeting scheduled May 4th, before the comment period is concluded). B. Eckstein stated the Committee has previously provided comments on the proposal to the Town and Stanford. F. Leach stated comments were provided at the November 17th 2020 special meeting (included in the December 2020 agenda packet).

3. Approval of Minutes from March 16, 2022 meeting:

L. Babb provided the following corrections to the minutes:

Old business, item c currently reads "L. Babb will also make presentation to Trails Committee and Bike and Safety Committee"; should be revised to say "The subcommittee will make a presentation to the full Trails Committee regarding their recommendations. The subcommittee will make a presentation to the Bicycle, Pedestrian, and Traffic Committee if necessary

regarding the lights already approved at the Alpine Hills Tennis Club crosswalk, in terms of that enhancement moving up in the Town Public Works' priority."

Item d. states "He is a local volunteer, very good at simple software and will develop map in digital layers"; should say "Dave Evans is an expert at Adobe Illustrator and he will use layers within Illustrator to create our public map which we can then easily adjust. In addition, Illustrator is a well-known program, so others can enhance the maps in the future without a lot of trouble." This section also has the statement "There is still an opening on this subcommittee, which meets bi-weekly on Wednesday"; this should say "Jacquelyn Davis volunteered for the subcommittee vacancy. "

The minutes were *approved with changes*.

4. Old Business:

a. Trail Conditions, Work, and Budget for March 2022 – H. Young stated the most recent trail work has been focused on clearing of fallen trees. The focus of upcoming work will be trail mowing, especially as fire mitigation activities have opened up the canopies over the trails, resulting in increased growth of underlying grasses, especially along the Sequoias trail. G. Hanning stated the Conservation committee has noted the growth of many thistles and invasives in the areas that have been cleared beyond the immediate trails. H. Young stated he will be reaching out to Conservation to help develop a longer range plan for management of invasives. S. Gold noted there is some asphalt on the Dwight Crowder trail just before the Arastradero trail; H. Young will look into this.

F. Leach relayed comments he has received from the Ranch (relating in particular to the Toyon and Coal Ridge trails) suggesting mowing be delayed to allow the wildflowers currently blooming to go to seed. H. Young responded these trails have historically been heavily used so often mowing is done to help keep the grasses low to prevent ticks from crawling out to the end of the grass stems. G. Hanning stated he will reach out to Conservation to develop a list of trail mowing priorities and timing, understanding the limitations imposed when moving equipment from location to location.

D. Breen stated pruning stimulates growth so that needs to be kept in mind. H. Young said they are actively thinking about how to reseed with natives and keeping invasives out and he will be working on this with Conservation.

J. Davis stated poison oak is growing along portions of the Georgia trail; H. Young will look into this (any work will need to be performed when children are not present).

G. Hanning noted eight – ten vehicles have been parked along the trail in the area of 145 Fawn which force trail users out into the street in a somewhat dangerous area (blind curve). No plans for work at this location were reviewed by the Committee.

b. Cherokee Trail Sign Changes/Additions – G. Hanning and H. Young met and agreed where the new signage will go. Public Works will develop the artwork and will forward to Trails and Paths for chair review prior to finalization.

c. Alpine Trail/Safe Route to School subcommittee: L. Babb had provided comments stating there could be physical trail improvements but she didn't have the list of capital improvement projects so did not know if these had already been identified, and that the subcommittee needs

to better understand which easements allow for bicycles and which do not. B. Eckstein said the Town has not formally approved "Safe Routes to School"; the trail from Town Center to Roberts is a multi-use trail (bicycles, horses, pedestrians). G. Hanning stated we want to have a Town- and District-approved safe routes to school map. J. Davis asked about the crosswalk at Alpine Hills and Golden Oak; H. Young replied they are working on developing a plan that will then need to go to the Bicycle Safety Committee and the public for comment; work is likely to start at some point in the next fiscal year.

d. PV Trail Map subcommittee: F. Leach stated progress is being made on the map updates. G. Hanning said one objective is for the maps to be used (especially by consultant planners) during the ADU plan review process. F. Leach suggested prioritization of trails near housing developments as versus those in areas that will not be developed (such as Coal Mine Ridge). He also stated the Town General Plan does say something about if specific properties in town are developed (such as the Hawthorns) the development plans should include trails, especially noting where those trails will connect with existing Town trails.

5. New Business:

a. Community Hike – to be discussed at a future meeting

Other Business:

a. Trail signage – to be discussed at a future meeting

Adjournment: 10:14 am

Date & Time of Next Meeting: May 18, 2022 at 9:00 am.

TRAILS AND PATHS COMMITTEE MINUTES – Wednesday, May 18, 2022, 9.00 am

CALL TO ORDER: The meeting was called to order at 9.01. Members Present: L. Babb, J. Coleman, Jacqueline Davis, A. Doherty, E. Ferrari, S. Gold, G. Hanning, F. Leach. Member Absent: B. Eckstein. C. Hughes, Council liaison; H. Young, Public Works Director; Guests: D. Breen, T. Coleman, (Conservation Committee Liaison), R. Comes, K. Corley, M. Hufty, Lisa Lovazzano, Caroline Vertongen.

ORAL/COMMUNITY COMMUNICATIONS: R. Comes noted garbage along trail to Arastradero. H. Young will check whose responsibility this is (town, Palo Alto or County). C. Vertongen was informed – in answer to her question - that Conservation takes care of creeks and streams. Also, that maintenance issues on Palmer trail be reported to PV Connect app. Re. bike safety for schools, committee worked with Steve Toben to set up. Equestrians have access and focus was bike, pedestrian and traffic safety on trails. Bicycle committee focuses on bikes on roads, not trails. L. Babb noted that ‘chat’ comments are usually disabled.

It was noted that there is a meeting Monday regarding the housing element. New site designated is Glen Oaks, the horse boarding facility. This could be the next horse facility to shut down and at the next meeting, we can agendaize the Housing Element for discussion. Other sites include Ford Field and Georgia Lane. There is concern about vehicular traffic crossing trails. Also, widening Alpine may compromise trails on either side. Showing 2 driveways for a residence is not necessary. Another checklist for ADU’s, showing landscape plans, should be developed. Road right-of-ways need protection in case trail needs to be moved onto private property. K. Corley thinks town should take back section of its parking lot at Rossotti’s.

APPROVAL OF MINUTES: Will be brought up at the June meeting as they were not attached. Sharon Hanlon has retired and in the interim, Kari Chinn is helping out while Melissa, the new town clerk, is coming up to speed. G. Hanning warned that all town correspondence is going to Spam so users of yahoo should check their Spam folder.

OLD BUSINESS:

- a. **Trail Conditions, Work, and Budget for March 2022:** Howard – Update/Discussion: Working on Blue Oaks, Black Oak and Bay Laurel. Next will be Old Spanish and Coal Mine. Trying to respect wildflowers when mowing. Work on Sweet Springs is done and Quilter and Larry Lane will be in the future. Ranch fire mitigation is in progress. Due to no spray, some grass is growing in trail tread. Working on new sign posts on Sausal trail. Next will focus on Golden Oaks' fire mitigation in trail tread. Work on Cervantes will start after school is out. At the Farmers' Market, Public Works had a booth there as it was 'Public Works Day'. PGE doing tree work around town.
- b. **Alpine Trail/Safe Routes to Schools Subcommittee:** Group – Discussion/Update: H. Young stated that the flashing lights at Alpine Country Club is budgeted for the next fiscal year (i.e. June 30th, 2023). Initial design is for 2 locations, at the Priory and Brookside. Construction should start by June 30th, 2023, but – hopefully – be finished prior to that time. Answering L. Babb's question, the grant has come through but it takes time to complete project, especially when changing the roadway. It is a high priority for the Town Council. K. Corley stressed getting the beacon at the Club location as she and her husband almost got hit at that crossing. Jacqueline Davis asked whether flashing lights would be on Grove at the pedestrian crossing. She was referred to Ed Holland at the BTS committee to see what was discussed re. this. G. Hanning discussing safety priorities with schools, as well as with BTS, regarding crosswalks. He would like the town to endorse this but has to comply with all guidelines. Jacqueline Davis is the liaison to Ed Holland.
- c. **PV Trail Map Subcommittee:** Group – Discussion/Update: L. Babb working with Jacqueline Davis, walking trails and noting problems. May have draft in 1-2 months. Need meeting on signage issues with Howard and Gary.

NEW BUSINESS:

- a. **WASC Trail Update:** Group – Discussion: Mary Hufty explained the many different trails in town. Westridge’s codes do not allow bicycles or motor driven vehicles on the trails. They are permissive, meaning not ‘inviting’ people, but ‘permitting’ them to use the trails. They can also close the trails at any time. Currently have a problem with an ADU being built on Cervantes at the entrance to the Canyon trail. Believe a gate will be constructed when the ADU is finished. Stanford alleges this trail has been abandoned, but it has been serviced twice a year for many years by volunteers. Any trail along Alpine would have to be a Portola Valley trail, not Westridge. Currently, it may not be possible to get a link into Ladera along Alpine. S. Gold asked if we can change the nomenclature to Jasper Ridge. Gary thanked Mary for her work on maintaining the trails and keeping them open to the public.
- b. **Hawthorns Open Space:** Group- Discussion: MROSD making a presentation to the Town Council on May 25th re. their development plans. F. Leach can be the Ranch liaison with MROSD. Think about whether a Subcommittee is needed.
- c. **2022 Community Hike:** Group – Planning: A. Doherty described the local hike, which is open to the public and Committee members. It is regarded as a Community Outreach event. Snacks are encouraged.

OTHER BUSINESS: None.

ADJOURNMENT: S. Gold made a motion to adjourn, E. Ferrari seconded and all were in favor. The meeting was adjourned at 10.30 am.



TOWN OF PORTOLA VALLEY
Trails Committee Meeting
June 15, 2022
Special Videoconference Meeting via Zoom

TRAILS AND PATHS COMMITTEE MEETING MINUTES

1. Call to Order: The meeting was called to order at 9:02 AM

Members present: L. Babb, B. Eckstein, G. Hanning, F. Leach, J. Davis, S. Gold

Members absent: J. Coleman, E. Ferrari

Also present: H. Young, Public Works Director; C. Hughes (Town Council Liaison); T. Coleman (Conservation Committee liaison; guest Secretary)

Guests: S. Donahue, T. Donahue, V. Pine, R. Comes

2. Oral/Community Communications:

H. Young stated Evan Dimas has completed an Eagle Scout project creating a 171 foot graded and base-rocked entrance (spur-trail) from Portola Road to the Spring Down trail and asked the Committee to consider some sort of recognition for this effort (possibly at the next Trails and Paths meeting).

V. Pine, a resident of Portola Valley Ranch, thanked the Committee for their support of the equestrian community and stated she is extremely saddened to see Glen Oaks and Isola have been identified as potential sites for housing development in the draft Housing Element Committee plan. She stated there are currently 60 horses at Glen Oaks with no feasible alternatives for relocation locally. She further stated she wants the horse community to be aware of this possibility and wants the equestrian community to be able to have their voices heard.

3. Old Business:

- a. **Approval of Minutes** from April 20 and May 18, 2022 meetings: not discussed
- b. Trail Conditions, Work, and Budget for May 2022 – not discussed. B. Eckstein mentioned three trails are blocked in the Ranch (H. Young will follow up).
- c. Hawthorns Open Space – not discussed
- d. Trail Map subcommittee – not discussed
- e. Alpine Trail/Safe Route to School subcommittee - not discussed

4. New Business:

a. Review of Draft Housing Element – G. Hanning asked for a focused Committee discussion of the impact to the Town’s trails and paths as well as equestrian implications of the draft Housing Element proposal.

F. Leach stated it would be useful to have guidance as to how reviews are done as it seems like reviews are being focused toward checklist and ministerial reviews. He also asked if the nature of the Committee’s statements should be qualitative or quantitative. C. Hughes responded qualitative comments would be more useful (more at policy level?). L. Babb stated at this level comments need to include both impact on any proposed developments on existing trails as well as what trails should be included as part of the plans for new development proposals (where might opportunities exist for new trails including how proposed/new trails might connect to existing trails). She also stated it is important for the Committee to be able to comment in more detail in the future as relates to specific projects.

G. Hanning stressed the importance of recognizing the larger context the impact of sites proposed for potential development in the draft plan (such as Glen Oaks/Esola). Such developments would impact not only Portola Valley residents but also the neighboring communities who benefit from access to these equestrian facilities. Additionally, development of Glen Oaks for housing will set up a conflict between horses and houses (development of this site was unforeseen and received no input from the equestrian community). Horses within Portola Valley directly affect the rural character and atmosphere of the town. Although Trails and Paths is not an equestrian committee, horses reflect the foundation aspect of the Town. Additional housing units in this location will directly impact the trail experience on Alpine trail (have seen this already with increased traffic along Alpine road). He stated there needs to be a “bottom up” approach such as including some housing at Glen Oaks for the workers while maintaining the horse facility thereby balancing housing, the needs of the community and the rural character of the town. F. Leach state the experience of the trails matters, and the mere existence of trails is not enough. Alpine trail is not just used by Portola Valley residents but is rather used by the region’s communities. Portola Valley trails provide open space for a much broader community than just the town’s residents. G. Hanning concurred that the view corridors are not just for Portola Valley but are shared by people who come from other areas. B. Eckstein stated there is a need to preserve our trails, especially as the town is now being recognized for its trails by the County with connection to larger and more extensive trail systems. She also stated there is a need to recognize the impact of any proposed housing on animal trails and wildlife corridors.

R. Comes said people from outside the Portola Valley community are rallying around trying to preserve trails and open spaces. The 50 units included at the Ford Field proposal also includes additional vehicles and support buildings. She stated in addition the Glen Oaks facility also includes the non-profit Isola stable which benefits the larger community and stressed it would be disastrous to cut off access to this business.

B. Eckstein stated the Trails and Paths committee needs to be involved at the beginning of any development planning (for example, the trails included with the Stanford Wedge are not what Trails had proposed). She also said it would be useful to have community input at the beginning of the planning process to understand and discuss their needs, such as multi-use trails. G. Hanning agreed any proposals need to include meaningful trails consistent with the General Plan.

b. Appointment of Student Liaison to Safe Routes to School subcommittee – Toren Donahue was introduced to the Committee. He is interested in participating on the Safe Routes to School subcommittee. Toren lives in Portola Valley and rides his bike to school, around the neighborhood and to houses of friends. He stated the roads can be narrow and dangerous for bike riders and riding on the trails is not always a viable alternative. He would like to see the town trails improved to allow for multi-use including bicycles. L. Babb clarified the subcommittee is focused on the trails that can be used to get to and from school. B. Eckstein supported Toren's participation and recommended he become familiar with the background of Portola Valley trails (how designated, etc.). J. Davis stated the subcommittee can help provide Toren with applicable trails background including why trail use designation cannot automatically just be changed to multi-use (original easements, etc.), although she understands the concerns around children on the trails in town. S. Donahue stated trails around town are not bike friendly for kids in many areas. She further stated it would be beneficial to have emphasis on educating kids about trail etiquette. B. Eckstein stated there are education activities in association with the annual Horse Fair about trail usage and sharing, with the emphasis on the need to be respectful of all user groups on the trails. F. Leach expressed appreciation for Toren attending the meeting and engaging with the subcommittee. F. Leach moved to appoint Toren as liaison to the Safe Routes to School subcommittee; S. Gold seconded. The Committee *unanimously approved this appointment.*

Other Business:
None

Adjournment: 10:08 am

Date & Time of Next Meeting: July 20, 2022 at 9:00 am.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Trails and Paths Committee

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

DATE: **July 12, 2022**

RE: Trail work for June 2022

Attached is the trail work recording form completed for June.

The total maintenance staff hours worked in June was 13 hours.

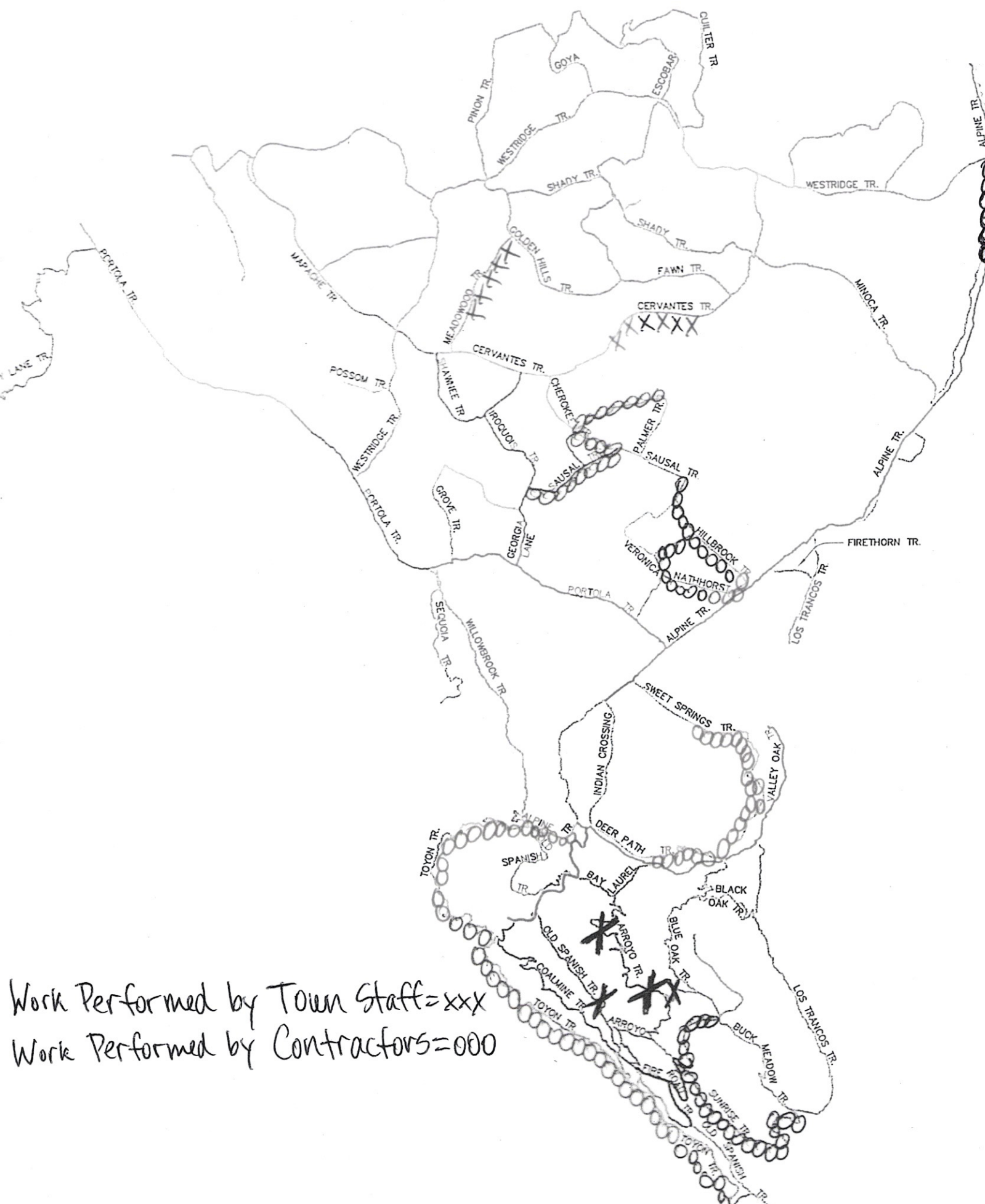
The total contracted staff hours worked June was 202 hours.

Total hours worked: **215 hours**

Attachments: Trail Map
Work sheet

Trail	Length	Work Completed	Date
Admiral Quilter	0.5		
Alpine	3.0	Weeds cut by contractor	6-2
Arroyo	1.6	Cleared fallen trees	6-1/13/27
Bay Laurel	0.5		
Black Oak	0.8	Cleared fallen tree	6-22
Blue Oak	0.5		
Buckmeadow	0.5	Weeds cut by contractor	6-1
Cervantes	1.3	Cut weeds	6-7
Cherokee	0.2		
Coalmine	0.8		
Deer Path	0.7	Weeds cut by contractor	6-13
Dwight Crowder	2.0	Brush cut by contractor	6-23
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	Weeds cut by contractor	6-1
Indian Crossing	0.4		
Iroquois	0.2		
Lake	0.4		
Larry Lane	1.5		
Los Trancos	1.1		
Los Trancos Rd	0.4		
Meadowwood	0.4	Cut weeds	6-7
Minoca	0.7		
Nathorst	0.3		
Old Spanish	1.9	Cleared fallen tree	6-22
Palmer	0.6	Weeds cut by contractor	6-24
Portola	2.3		
Possum	0.2		
Priory	0.5		
Redberry	0.2		
Sausal	0.6	Weeds cut by contractor	6-28
Sequoia	0.5		
Shady	0.8		
Shawnee	0.5		
Sunrise	0.8	Weeds cut by contractor	6-1
Sweet Springs	0.8	Weeds cut by contractor	6-13
Toyon	2.4	Weeds cut by contractor	6-13/14/15/24
Veronica	0.2	Weeds cut by contractor	6-1
Westridge			
Willowbrook	0.8		
TOTAL	36.0 miles		

Valley Trail Map



Work Performed by Town Staff = xxx
Work Performed by Contractors = ooo