

TOWN OF PORTOLA VALLEY
Trails and Paths Committee Meeting
October 19, 2022
9:00 am

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/84327353374?pwd=Um5GSEhJak1kaDcvWURiTGxTVStyUT09>

Webinar ID: 843 2735 3374

Passcode: 791943

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. September 21, 2022
- 4. OLD BUSINESS:**
 - a. Trail Conditions, Work and Budget for September 2022
 - b. Alpine Trail/Safe Routes to Schools Subcommittee Update
 - c. PV Trail Map Subcommittee Update
- 5. NEW BUSINESS:**
 - a. Trails and Paths Historical Archive
- 6. OTHER BUSINESS**
 - a. Committee Reports
 - b. Agenda items for next meeting

7. ADJOURNMENT

The next regularly scheduled meeting date is November 16, 2022 at 9:00 a.m.

SPECIAL TRAILS AND PATHS COMMITTEE MINUTES – Wednesday, September 21, 2022.

CALL TO ORDER AND ROLL CALL: The meeting was called to order at 9.05 am. Members present: L. Babb, J. Davis, A. Doherty, E. Ferrari, B. Eckstein, G. Hanning, S. Gold, F. Leach. Also present: H. Young, Public Works Director, C. Hughes, Town Council Liaison, T. Coleman, (Conservation Committee Liaison). Guests: Denise Gilbert, C. Sanders (Portola Valley Ranch liaison).

ORAL/COMMUNITY COMMUNICATIONS: None.

APPROVAL OF MINUTES: In the Minutes for July 20th, under Alpine Trail/Safe routes to Schools Subcommittee Update, per Liz Babb, please remove the sentence beginning, “C. Sanders also pointed out etc” to “C. Sanders said that the ranch (which he was representing) is showing Valley Oak as ‘bikes ok’ on the SRTS map. However, he is more concerned with the Public Map redo”. Also, under PV trail Map Subcommittee Update, please change, per Liz Babb, the sentence beginning “Every trail etc...” to “Every trail has been walked and this part of the project is almost finished.” S. Gold made a motion to approve the July 20th minutes, with these changes, seconded by Liz Babb, and all were in favor.

OLD BUSINESS:

- a. **Trail Conditions, Work and Budget for July and August, 2022:**
Staff worked 8 hours in August and 18 hours in September in maintenance which included clearing fallen trees, responding to pvconnect requests, mowing and working around the schools. Will be mowing open spaces to control invasives. There was a

“Clap in” near the Priory to welcome schools back. 3 Council members attended. At Rossotti’s parking lot, trees were cleared, barbed wire removed, and getting the proper clearance for horses. Prepped facilities and the street for Zots to Tots race and Picnic. Fire mitigation is being done on Golden Oaks and Los Trancos. Road re-surfacing starts this Friday, the 23rd. Check the town’s website to see dates of this Public Works’ project.

- b. **Alpine Trail/Safe Routes to Schools Subcommittee Update:** L. Babb showed the updated map with some committee feedback. J. Davis made her presentation with physical signage recommendations for SRTS and trail improvements. Members of the subcommittee are: L. Babb, J. Davis, A. Doherty and B. Eckstein. Goals are: 1. Revise/update the current Safe Routes to Schools Map (July presentation) 2. Recommend and track physical improvements to trails, including trail signage, for SRTS (this presentation). Determine if town can qualify for funding to improve trails by meeting federal SRTS guidelines. 3. Develop and execute an ongoing education and marketing plan regarding SRTS for parents, students and school faculty (October presentation).
- HIGH PRIORITY SIGNAGE IMPROVEMENTS NEEDED AS FOLLOWS:**
1. Portola – Add permanent signage “Yield triangle” on both sides of the bridge.
 2. Alpine - correct current on-the-ground sign post at intersection of Portola that shows no bikes in either direction. Bikes are okay for the west part of trail towards Corte Madera. No bikes for east side of trail towards Alpine Hills. Move permanent sign post down closer to trail and crosswalk. Add permanent signage re “Bikes Cross Here” at Alpine Tennis Club crosswalk (exact wording TBD)
 3. Hillbrook – Correct current on-the-ground

sign post: Bikes OK (as per 2007 Town Council resolution and dependent on Committee discussion 9/20/22). Remove incorrect “No Bikes” signage along Hillbrook Trail to “Bikes allowed for SRTS”

PHYSICAL IMPROVEMENTS NEEDED AS FOLLOWS: Highest Priorities: 1. Portola trail – bush pruning to improve sightlines (completed – needs to be recognized as priority by Town staff). Fix erosion and width of trail on Portola by Westridge telephone pole. Widen trails on both sides of bridge on Portola. Flashing beacons on crosswalk at Priory. 2. Alpine Trail – add additional wood or rock barrier at Portola and Alpine crosswalk area where it slopes towards street. Add additional wood or rock barrier further west on Alpine trail where the slope is very steep towards the street. Medium Priorities – 1. Cervantes Trail – widen singletrack section between Shawnee Pass – (completed). 2. Portola Trail – Widen trail between Georgia Lane and the redwood tree. Widen trail on Sequoias side (lower priority). Widen Portola Trail at Westridge, if possible, or perhaps go around telephone pole on the non-street side. G. Hanning agrees that the Portola Trail by Georgia Lane should be a high priority as there is no place to move over. H. Young said a retaining wall may be needed or ask the neighbor if the trail could be moved over onto their property. L. Babb asked how to rate improvements as cost could be a factor. H. Young needs to assess the list. G. Hanning suggests “Yield” signs on Portola/Georgia to horses and oncoming traffic. L. Babb says we need to look at seeking Federal funding and/or PV Donates. G. Hanning suggests meeting with one or two members of the subcommittee and H. young and then present it to the full

committee. C. Hughes says 2 members of the subcommittee meet but not G. Hanning as he is not a member of that committee. Also need to respect H. Young's time. H. Young said that the budget timeline is from July to June. Members could look into grants for the 2023/2024 budget cycle. The process starts Feb/March, and in April, H. Young makes a budget builder. Items are not inserted at the last minute. Need time to estimate construction and referrals to other committees, such as ASCC. So there is a time frame. Some trails look narrow now but are due to grasses growing as the town is not spraying as much. A new idea is for the committee to look at sources of funding. G. Hanning says it is ok for the subcommittee to meet with H. Young and G. Hanning can check in later. If some trail changes need extra funding, we can look at ways to keep the work going if partially funded, even though it may not be 100%. G. Hanning says we will not have much money left in the budget after taking care of the list of priorities J. Coleman had put together. L. Babb asks that J. Coleman re-issue list so we can put in new trail needs.

- c. **PV trail Map Subcommittee Update:** L. Babb says Dave Evans is putting all suggested comments into draft map. What's on the ground and what's on the map don't agree.

NEW BUSINESS:

- a. **Town Council Resolution 2352-2007:** Resolution passed by town to implement SRTS. Need to ensure trails and maps are in agreement and not in conflict. Evaluate multi-use trails against acceptable standards, which G. Hanning thinks we have done. The town needs to approve a new multi-use standard. All

designations, including SRTS, need to be considered. G. Hanning has included trail etiquette and trails designation. Etiquette signs on trails are less intrusive. Needs to be submitted to the town in a single passage. If we do a new multi-use trail standard, it could take a while. Once we have that, we can submit to the Town Council at one time: 2 new maps and signage. Approach to signage has to work with other town committees, eg ASCC. Do we need another subcommittee for signs ? C. Sanders says that there was never a path with an easement along Valley Oak. He is concerned with showing path open to trail usage. Need to check whether town has an easement before they sign. It should not be shown as a trail. H. young will look into that easement in relation to the new town trail map and get back to C. Sanders. F. Leach does not recommend a new subcommittee as it may be in conflict with the other 2 committees. J. Davis agrees with F. Leach although it creates more work. Is there a link to find easements ? G. Hanning and H. Young concurred that it is a time-consuming process to pull easements individually. B. Eckstein says she is an advocate of multi-use trails and has worked hard to make trails safe for SRTS. She feels there is animosity towards users from out of town, as a memo sent from Dave Evans to 4 subcommittee members indicated as much. Per L. Babb – 1. She has serious concerns with combining SRTS with the regular map. Would like to see the map portion of SRTS go forward. 2. There should be a separate signage committee, apart from the other committees, for items such as signs needing repair. 3. Historical Documentation Committee – how to keep track of easements ? G. Hanning says a new resolution should be in the town trail map.

F. Leach supports adopting a much improved version of the town map, eg D. Evans' new map over the historic map. Do not hold up SRTS map. The map is in conflict with the current Town Council resolution. It is up to the Council to approve or disapprove. C. Hughes agrees with the concept of integrating trail uses with the map, and useful when presenting to the Council. G. Hanning asked what happens when changing a trail designation and do we need some kind of resolution ? C. Hughes responded that it is not a problem on town-owned land. But on private property, the homeowner has to be given a chance to attend a Trails meeting to encourage them to change the usage. If the house is sold and this usage is not on the homeowner's deed, then we may have to take this out of SRTS temporarily. G. Hanning said that the Town Council already passed a resolution allowing bikes on the Hillbrook trail. G. Hanning says we need to check with the property owner if there is a change in designation and suggests working with H. Young on that easement, and perhaps one other in that area, as it would be onerous to pursue many more as chasing easements is a lot of work. G. Hanning said we would need to check the easement and Grant Deed on Hillbrook and what usage they allow. L. Babb mentioned the Westridge homeowner denying that an easement existed on his property, so WASC had to pay an attorney to check the records, and found the easement saying otherwise. The subcommittee doing the town trail map will need to prepare a new resolution for SRTS and a new map to present to the Council. It may not be done in time so may have to pull a trail which is in contention. If G. Hanning is allowed to garner info. for the subcommittee, then he will pull it

from the County records. J. Davis added that a little history is need for trails usuaages i.e. no bikes on Westridge trails, and the equestrian history. G. Hanning agrees with a marketing campaign. Lots of this information is on the town's website. Could decide on a website in order to present to the town. Will include this on the Agenda for next month.

- b. **Toyon Trail Volunteer Day:** Denise Gilbert explained that their group has proposed doing trail work on Toyon in 2023 from the watertank up. Will ask for a broader spectrum of volunteers. Three areas of focus are: 1. Restoring the width in many places. 2. Decommission old wood structures or waterbars. 3. May need to put retaining boards. Area will be flagged and shared with committee. There will be a walk-through with H. Young. The Trails Center is the group which worked with the ranch volunteers to improve the Bay Laurel trail. G. Hanning says this system works because though it is a town trail, it is on ranch private property and the ranch has agreed to this work so no need to apply for an Encroachment permit from the town. On Shady trail, many homeowners resisted having volunteers work on their private property even though it is a town trail. He added that it is not in our perview to decide who works or not on these trails, due to insurance restrictions.
- c. **Season Trail Closures/Trail Etiquette/Trail Easements Docs and Website:** No discussion.
- d. **Future New Subcommittee:** Need to check Resolution 2352-2007 for the Council. If need another subcommittee, let G. Hanning know. Also need to check with the Town Clerk if we can do this as it may need to be temporary, per the Brown Act. Need to stick to

the agenda but can include information which does not need to be acted on.

ADJOURNMENT: F. Leach made a motion to adjourn, E. Ferrari seconded, all were in agreement. The meeting was adjourned at 10.30. The next regularly scheduled meeting date is October 19, 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: **October 12, 2022**

RE: Trail work for September 2022

Attached is the trail work recording form completed for September.

The total maintenance staff hours worked in September was 10 hours.

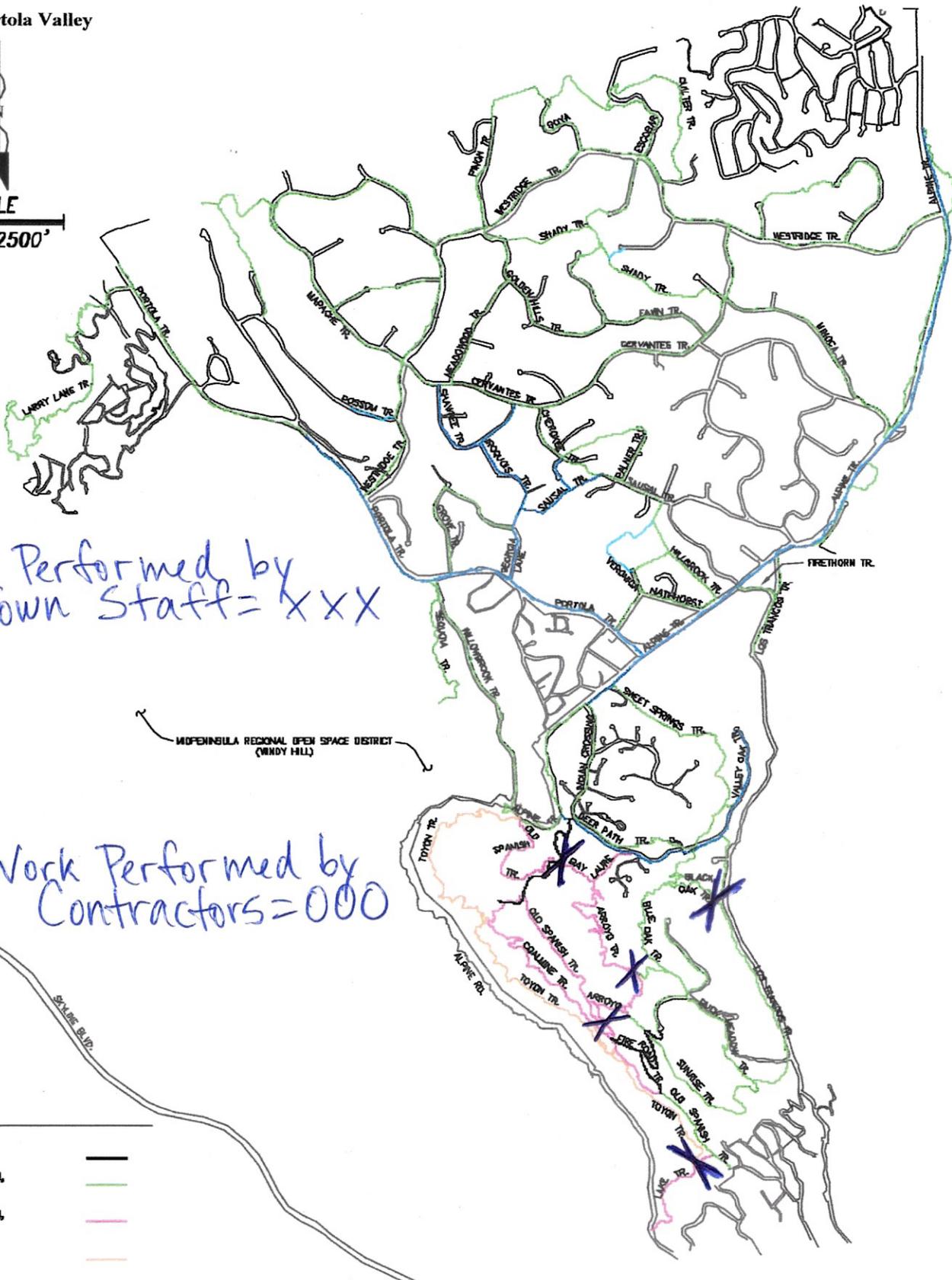
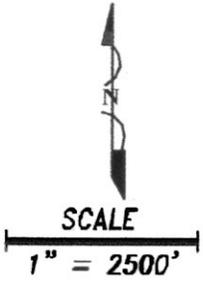
The total contracted staff hours worked September was 0 hours.

Total hours worked: **10 hours**

Attachments: Trail Map
Work sheet

| Trail | Length | Work Completed | Date |
|-----------------|-----------------------|----------------------|--------|
| Admiral Quilter | 0.5 | | |
| Alpine | 3.0 | | |
| Arroyo | 1.6 | Cleared fallen trees | 9-9/29 |
| Bay Laurel | 0.5 | Cleared fallen tree | 9-8 |
| Black Oak | 0.8 | Cleared fallen tree | 9-8 |
| Blue Oak | 0.5 | | |
| Buckmeadow | 0.5 | | |
| Cervantes | 1.3 | | |
| Cherokee | 0.2 | | |
| Coalmine | 0.8 | | |
| Deer Path | 0.7 | | |
| Dwight Crowder | 2.0 | | |
| 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 | | |
| 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 | | |
| Sweet Springs | 0.8 | | |
| Toyon | 2.4 | Cleared fallen tree | 9-30 |
| Veronica | 0.2 | | |
| Westridge | | | |
| Willowbrook | 0.8 | | |
| TOTAL | 36.0 miles | | |

Town of Portola Valley



Work Performed by
Town Staff = XXX

Work Performed by
Contractors = 000

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
(WINDY HILL)

LEGEND

- Fire Road
- Equine/Pedestrian Trail, Dogs on Leash
- Equine/Pedestrian Trail, No Dogs
- Pedestrian Only Trail, No Dogs
- Bicycles/Equine/Pedestrian, Dogs on Leash
- Future Trail

