

Los Altos Hills Pathways Committee  
Regular Meeting Minutes  
September 28, 2020 at 7:00pm

TELECONFERENCE SPECIAL NOTICE

Pursuant to Executive Order N-29-20:

NOTICE OF TELECONFERENCE MEETING

Pursuant to the Governor's Executive Order N-29-20 (dated March 17, 2020), Committee Members may participate via teleconference. Teleconference locations are not open to the public pursuant to California Governor Executive Order N-29-20. For this meeting, there will be no physical location from which members of the public may observe/comment.

Members of the Public may participate and provide public comments to teleconference meetings as follows:

To participate via a computer, visit:

<https://us02web.zoom.us/j/83290671503?pwd=NEZhOEt0cjEzTTUzSU5NV096UXhGdz09>

or To participate via a telephone, dial: (669) 900 9128; Meeting ID 832 9067 1503

Passcode: 651954

Before speaking, please identify yourself by name and where you reside.

**Note: All votes shall be made by roll call and individual votes will be stated in the minutes**

**PLEASE NOTE: Some of the items below contain links to the documents. If you use a browser that does not show a link, the links are on items 6, 7d, 9i, 9ii and 9bi.**

1. Call to Order (roll call)
  - a. Members
    - i. Val Metcalf (VM)
    - ii. Judy Nagy (JN)
    - iii. Sonja Wilkerson (SW)
    - iv. Bridget Morgan (BM)
    - v. Bob Elson (BE)
    - vi. Nick Dunckel (ND)
    - vii. Melissa Dyrdaahl (MD)
    - viii. Alisa Bredo (AB)
    - ix. Richard Partridge (RP)
  - b. TC
    - i. Roger Spreen
  - c. Staff
    - i. Nichol Bowersox
    - ii. Zach Dahl
    - iii. Krista Yost
  - d. Public
    - i. Patrick - lynxgis.com
    - ii. Jim Waschura - PC
    - iii. Lisa Schmidt - running for TC

- iv. Howard Lee
  - v. Anand
  - vi. Janna Land
  - vii. Carol Gottlieb
2. Agenda Review
  3. Review & Approval of Minutes of:
    - a. August 24, 2020 - MD moved to approve the minutes as corrected and VM seconded. Approved (VM, JM, MD, ND, RP, SW, BM, BE) (AB abstained).
  4. Ex Parte Communications (Written or oral communications with parties relevant to an item on tonight's agenda) - none
  5. Special Presentation
    - a. GIS Portal and update on revised MPP (Zach, Krista, Patrick{Lynx})
    - b. Zach introduced the new GIS portal so the PWC can review the new updated MPP and pathways map. Krista and Patrick gave a review of the new GIS system. PWC members will receive an email with username and password information. The committee can initiate Map Update Request Form (MURF). Add contact information. Add picture, Map or legal document. Add attachment and make sure you click save. You can modify the pathway segment attributes. PWC members can not edit the geometry of the pathways. If you see an error to the geometry of a pathway, please create a MURF. This portal can be accessed via a phone, a computer, or a tablet. ND mentioned that some of the attributes are not our PWC descriptions. Patrick says the attributes are changeable with feedback or direction from the PWC. It is possible to create charts and Summaries of the data. This system can not be broken so changes you make can be reversed. (Agenda item 8b will have more details on how the PWC will use this tool for editing the data.)
  6. Announcements/Updates
    - a. Town Staff Updates
      - i. Status of CC approved CIP Projects (Appendix-A) - Nichol & Zach
        1. Redwood Grove - For Los Altos staff, this pathway is not a high priority to complete and LA staff have some safety concerns and/or liability concerns about this project. Many of the Los Altos Staff members are new and were not around when both Councils met to agree on this project. Nichol is working hard to get this project moving forward.
        2. [\(Altamont Plunge - \)](#) Nichol showed three options for the Altamont Plunge: option one a straight staircase or option

two a curved staircase or option three a switchback. Both option 1 and 2 are not great for horses or bikes. Option 3 is the most expensive option. The existing option is to turn west and go 1/8th of a mile. Currently, many people just go straight down the steep hill and it is very dangerous. There was discussion that we could add the steps either option 1 or 2 and keep the existing pathway for horses and bikers. Nichol is asking for direction from the PWC. After some discussion, it was suggested that Nichol get pricing for option 2 and option 3 and consult with Jacob about ways to reduce the cost and if he has time. AB will get feedback from horse riders, if horses will really use a switchback here. AB has some information about options for horse stairs, she will share with staff.

3. La Paloma to Robleda - Nichol received comments from Howard Lee and forwarded them along to the consultant. Zach is waiting for a biotic study and hoping to have the Environmental Report published for public comment in November.
  4. ([Byrne Park Plunge](#)) - Nichol recommends that the town moves the steps to the easement. Staff has not contacted any of the property owners yet. Nichol will bring a design with the steps in the easement soon.
  5. Edgerton - FastTrack meeting is tomorrow for a landscape screening review for the 27447 Edgerton property. Both BE and AB will attend the meeting mentioning the native pathway goal and the need to regrade near the roadside back to the previous grade before construction began.
  6. Lupin to Via Feliz - Nichol is getting Trail People to consult and give options for this path.
  7. Summerhill - Staff is preparing the survey agreement and the notice to proceed will go out shortly. The goal is to have the survey back by November.
- b. Maintenance and Enforcement Issues
- i. Update on blocked paths
    1. Near Matadero Creek – Zach has no updates because code compliance has been busy.
  - ii. Maintenance

1. East to West Sunset off-road: Install trail signs and work on west side – Nichol, Goal: Survey complete by Nov 2020  
Nichol is soliciting quotes for a survey.
2. Fran Path (is it still dry?, when will fence be reinstated for Glen)-Nichol - AB reports it is still dry. Nichol would like more guidance on what the old fence looked like. AB said it was just basic wire fencing. Glen (the homeowner nearby) may have a picture. Nichol thinks some signage may be needed to keep people off private property on the driveway. Nichol thinks it might be nicer to make the fence more like the fencing used on Central. Nichol will contact Glen for his ideas.
3. 14210 Baleri Ranch Road (Each neighbor to survey-Zach & Nichol) Both homeowners are having separate surveys completed. The obstructions will be removed but it won't happen until both surveys are completed.

## 7. Old Business

- a. When is it a pathway...it is all about process -BE

There are 3 classes of off road pathways.

Class 3 is a planned future off road pathway shown on the MPP where easements may be needed. These are not open for public use.

Class 2 is an MPP line and some easements may be granted but a pathway has not been constructed or maintained. Class 2 pathways are not open to the public.

Class 1 is an off-road path for which easements have been granted to the Town for a completed route, on which a path has been developed or pathway use has been established, and which is maintained by the Town and is open for public use.

- b. 27388 Sherlock Ct (Lands of Chung, New Residence, File SD19-0003, APN 182-29-038)-VM, MD, BE . PWC Vote - BM moved and JN seconded to ask planning to verify the top 28' easement connects to Sherlock Ct. and ask the homeowner to clarify the wording for the easement on Toyon Place side to include pedestrians. Approved unanimously. (VM, JN, MD, ND, RP, SW, BM, AB, BE)
- c. Via Ventana to Matadero Creek: -Nichol. Staff met BE and AD to review this area. Nichol is getting a survey to determine how this pathway can be realigned to avoid the steepness.
- d. [Native Path Specification](#) –Nichol & ND. PWC Vote - ND mentioned that he feels the width of the pathway should be more specific. BE and BM feel

that this should be left up to the engineers and the terrain should dictate the path width. Nichol mentioned that all pathways will be reviewed by the PWC committee. BM moved to approve the native path specification as written with addition of the word disturbed in note 1. JN seconded the motion. The motion was approved. (Yes - BM, SW, RP, MD, JN, BE) (No - AB, ND, VM) (VM and AB want to add wording native paths are for use by equestrians, cyclists and pedestrians. ND for no width specified.)

#### 8. New Business

- a. Town's policy- Combustible material on/near paths. -Nichol - Debris should be reported via See, Click, Fix.
- b. MPP inventory Kickoff (Goal-2) -BM & BE. Thank you to the staff for getting the GIS system. This inventory will be completed in stages. Stage 1 is to audit the current pathway system. We will be using color coding on a physical map. Black - Is a path installed and in okay shape? Aqua - Is pathway in but needs major rehab, Pink is a future path location. Purple dots is a possible MPP line in the wrong location. The new MPP was divided into sectors. PWC members are assigned a sector or two. After the first PWC member completes the map, the map will be verified by another PWC member. Disputes between auditor and verifier will go to BE and BM. Everyone received a map packet for their assigned sector. This snapshot will be entered as a separate layer in the GIS system. This snapshot will help us determine what pathways are needed and to prioritize future CIP projects. When your initial audit is completed, please contact Bridget to track. Sign the map and make a copy at town hall. Then hand it off to the verifier. Zach mentioned you could check the pathway layer for more information. The goal is to have this stage completed by the November PWC meeting.

#### 9. On-going Business

- a. Property Review (BE is looking for someone to take this over, ND volunteered.
  - i. [14554 De Bell Rd.](#)..PWC Vote. MD makes a motion no special action. VM seconded. Approved unanimously. (VM, JN, MD, ND, RP, SW, BM, AB, BE)
  - ii. [27321 Altamont Rd.](#)..PWC Vote. The road side path currently exists. MD moved and VM seconds no special action needed. Approved unanimously. (VM, JN, MD, ND, RP, SW, BM, AB, BE)
- b. Fast Track Information

- i. [27750 Sherlock Ct, Lot line adjustment](#) –MD & BE. Staff mentioned at the meeting that this project is not open for Pathway review but BE hopes to talk to the homeowner unofficially.
- ii. 27447 Edgerton Screening- Tuesday Sept 29th-BE & AB. BE and AB will ask for the grading to be restored near the roadside back to the condition it was before the homeowner re-graded the property for construction. There is a roadside pathway on the MPP on this property.

10. Presentations from the Floor

- a. Lisa Schmidt is running for TC and she is thankful for all of the work the PWC does. She is happy to help out walking the pathways and meet everyone soon.

11. Reports from Other Meetings

- a. VTA Meeting-SK - no report
- b. City Council - No report
- c. Planning Commission - no report

12. Pathway Promotion & Communications

- a. Next PWC meeting: October 26, 2020
- b. Next Property Reviewer. ND volunteered to create the property review document.

13. Agenda Topics for Next PWC Meeting

- a. Let BE know if you have any items for the next meeting.

14. Adjournment