

PATHWAYS COMMITTEE

Regular Meeting Minutes

December 28, 2020 at 7:00pm

TELECONFERENCE SPECIAL NOTICE

Pursuant to Executive Order N-29-20:

NOTICE OF TELECONFERENCED 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/81748757187?pwd=RFNuSSFfcFoydUNkajNiN3IFVGZCUT09>

or To participate via a telephone, dial: (669) 900 9128; Meeting ID 817 4875 7187

Passcode: 816474

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

1. Call to Order (roll call)
 - a. Members
 - i. Judy Nagy (JN)
 - ii. Ann Duwe (AD)
 - iii. Bridget Morgan (BM)
 - iv. Bob Elson (BE)
 - v. Nick Dunckel (ND)
 - vi. Melissa Dyrdaahl (MD)
 - vii. Alisa Bredo (AB)
 - viii. Val Metcalfe (VM)
 - ix. Richard Partridge (RP)
 - x. Sonja Wilkerson (SW)
 - b. TC
 - i. none
 - c. Staff
 - i. Nichol Bowersox
 - d. Public
 - i. Jim Waschura - PC
 - ii. Howard Lee
 - iii. Carol Gottlieb
 - iv. Laura Bailey - New PWC member starting January
 - v. Anand R
 - vi. CW
2. Agenda Review
3. Review & Approval of Minutes of:

- a. November 23, 2020 - JN moved. MD seconded. (AB, JN, BE, AD, ND, RP, VM, MD - yes) (BM abstained)
- 4. Ex Parte Communications (Written or oral communications with parties relevant to an item on tonight's agenda) - none
- 5. Updates by Town Staff (Public Works: Nichol Bowersox (NB) & Planning: Zach Dahl (ZD))
 - a. CIP Projects approved by City Council (Appendix-A: Additional Information & Appendix-C: Completed Projects)
 - i. Redwood Grove
 - ii. Altamont Plunge
 - iii. La Paloma to Robleda
 - iv. Byrne Park Plunge
 - v. 27447 Edgerton Rd
 - vi. Page Mill, Lupine to Via Feliz
 - vii. Summerhill Rd
 - b. Maintenance-Enforcement-Staff Evaluations (Appendix-B: History on items)
 - i. Blocked paths
 - 1. No new concerns
 - ii. Maintenance
 - 1. East to West Sunset off-road (off road alignment, signage, and maintenance)
 - 2. Fran Stevenson Path (wet path and delineation)
 - 3. Arastradero to Saddle Court (signage and reduce side slope)
 - 4. Via Ventana to Matadero Creek (make it easier to travel)
 - iii. Staff Evaluation
 - 1. 27820 Saddle Court- NB (Can the easement be moved closer to the fence line?)
- 6. On-going Business
 - a. MPP & Pathway Audit with GIS adjustments---Status Report-All
 - i. The initial reviews have been completed and many of the audits have been completed. PWC members should begin adding alignment MUFs.
 - ii. How will this information be used?
 - 1. MPP line adjustments so "new" MPP can be released
 - 2. Compare current Town Published walking map with audit so "new" walking map can be published
 - 3. Add Pink, Black & Green Lines to indicate current and future paths. Use this data to help guide pathway projects and answer fundamental questions of how many miles of paths are now walkable, how many miles to we have left to build, and which side of the street does it appear to be best for that path. The effort to transfer the audit sheets to the GIS will be kicked off in the Jan/Feb 2021 time frame when Planning/Building/PWC/Lynx agree on a format.
 - 4. Pathway Easement Layer on the GIS

- a. Per Zach Dahl (ZD), first step is to digitize information that pertains to easements (“The Notebooks”, “Dead Sea Scrolls”, Les Ernest Spreadsheet, etc)
 - b. Pushing the final easement layer style similar to the interactive County Survey Map. Line on map hyperlinks to data
 - b. Property Review
 - i. [25900 Springhill Dr](#)– Vote by PWC-BE. BE reviewed and recommends the homeowner should add the line on the drawing for a future roadside pathway. BE moves we ask for a future pathway line and the town to install a 2B pathway. MD seconded. (SW, VM, AB, BM, AD, RP, MD, BE) (ND abstained)
 - ii. 13891 Cicerone Ln-Vote by PWC-JN. JN reviewed. AD moved that we can not make a clear decision on this property until the lot lines and the road centerlines are clear and it is clear that we can get the roadside pathway in the road right of way. We request that staff stake the path to determine if extra easements are needed. VM seconded the motion. (MD, SW, VM, RP, BM, AB, AD, JN, BE) (ND abstained.) The motion passed.
 - iii. [13781 Ciceroni Lane](#): PWC follow-up- Vote by PWC-BE. BE talked with the owner to go over the PWC recommendation. BE determined that the pathway can be installed in the current 5’ easement and they agreed to add this pathway to the sitemap drawing. BE moves that the PWC changes the recommendation to remove the extra 5’ easement. VM seconded the motion. (MD, SW, VM, RP, AB, BM, ND, AD, JN, BE) The motion passed unanimously.
 - c. Fast Track Information
 - i. None
- 7. Old Business
- 8. New Business
 - a. New Year’s Day Walk-VM - VM has two walks posted on the town website for the New Year’s Day walk. This will be posted on NextDoor and the town website.
 - b. PWC members vote on preferred committee size, results will go to Town Council-Vote by PWC. AD moves we set the committee size at 9. AB seconded. RP mentions that the audits have been a lot of work and we need to spread the work and have representation from all parts of town. BM mentioned we have 9 current members. (Yes - MD, SW, VM, RP, AB, BM, ND, AD, JN, BE) Motion approved unanimously.
 - c. A thank you to outgoing PWC members Ann Duwe (12+ years) and Nick Dunckel (16 years) - We appreciate their past years of work and the history they have brought to the committee.
 - d. D. Welcome to Laura Bailey - our new member joining in January
- 9. Presentations from the Floor - None
- 10. Reports from Other Meetings
 - a. City Council - none

- b. Planning Commission - none
- 11. Pathway Promotion & Communications - none
- 12. Agenda Topics for Next PWC Meeting
 - a. None
- 13. Next PWC meeting: Jan 25, 2021
- 14. Adjournment

Note: Highlighted items below are the minutes. The unhighlighted text is the original appendix distributed as part of the agenda.

Appendix A

Approved Capital Projects

1. 2018/2019 Funded Projects
 - a. Redwood Grove
 - i. Aug PWC mtg, NB will talk with LA planning
 - ii. Sept PEC mtg-NB said LA maintenance Supervisor states this project is not high priority, has liability concerns. NB to talk with Public Works Director
 - iii. Oct PWC mtg: NB & staff met with LA PWD & Dave Breeze. LA is concerned with managing risk, Long term Maintenance, and making sure LAH pays for the path. NB to write MOU to LA PW. Richard Partridge suggested obtaining an easement on the property to address both risk and Maintenance.
 - iv. Nov PWC mtg: Draft MOU sent to LA CM and PWD. NB to meet LA 2nd week of Dec
 - v. Dec PWC Meeting: Holding on to the letter until after the holidays. Nichol to work with Carl Cahill on best way to approach Los Altos
2. 2019/2020 Funded Projects
 - a. Altamont Plunge (Design and Construction)
 - i. Sept-NB sent trail consultant report to PWC members....PWC voted to ask consultant if switchback path could accommodate horses...preferred or else look at cost difference in stairs
 - ii. Oct PWC mtg: NB does not think switchback can accommodate horses. NB to get dimensions to AB to see if horses could go up the path instead of stairs. Cost estimates: \$12K stairs & \$30K switchback with rock retaining wall. PWC Vote on Design
 - iii. AB presented a video showing a horse can navigate the proposed switchback design. PWC would like NB to move ahead with the switchback & rock retaining wall design. This will allow horses and pedestrians going north on Altamont to both continue north and connect to Vinedo Rd without going into the street
 - iv. Dec PWC Meeting: Having trouble getting contractors to bid on our projects. AD suggested using "Go Native" who works with Mid Ped. Nichol to retry in January.

- b. La Paloma to Robleda (Environmental Study and Design)
 - i. Aug PWC mtg, NB was going to field calls concerning the trail study. Complete
 - ii. Sept-ZD says Environmental Study status will be out for public comment by November
 - iii. Oct PWC mtg: NB is having a trail consultant look at an area that is on the La Paloma side, top of stairs, that seems to be a bit slippery. Environmental study is still scheduled to be released
 - iv. Nov PWC mtg: ZD could not make the meeting but said environmental study would be public by mid December. NB reported that trail consultant draft design concerning the area near the stairs off of La Paloma is on NB desk for review.
 - v. Dec PWC Meeting: The study and Mitigated Negative Declaration is available for public comments. Carol Gottlieb and AB feel strongly that the path should be open to Equestrians and pedestrians in alignment with the Pathways Element and the rest of the town's paths, and the easement is an equestrian and pedestrian easement. Nichol mentioned that the existing section of the path has stairs that may not be appropriate for equestrians. AB mentioned that horses can go beside the stairs. Nichol wonders if going beside the stairs may not be within the easement. The environmental report may expand to include the completed side of the pathway as well. Please send your comments to Zach Dahl. NB believes allowing horses may change the characteristics of the proposed pathway.

3. 2020/2021 Funded Projects

- a. Byrne Park Plunge (\$33K)
 - i. Aug PWC mtg, NB and group to decide redo stairs or move path.... PWC concurs with NB direction to move the path to the easement. NB to bring design to PWC
 - ii. Oct PWC mtg: NB stated that staff is pushing forward with keeping path where it is and working with homeowners to grant a pathway easement over the existing SD easement already in place. NB to bring path design to PWC by Nov mtg.
 - iii. Nov PWC mtg: NB showed proposed path and it is where current path resides. Need to get agreement with homeowner to move easement from north side of their home to the south side, where the path actually is located.
 - iv. Dec PWC Meeting: Arranging for surveying to be done and then try to determine if the pathway can be moved to within the easement and then they will approach the homeowner to swap the easement side to where the path is today.
- b. Edgerton Road Pathway (\$50K)
 - i. BE & AB-Fast track hearing on 9/29/2020. BE sent letter to SP

- ii. Oct PWC mtg: BE reported that ZD okayed project to move ahead but owner must rough in native path through area where soil was piled onto berm and keep trees off path.
 - iii. Nov PWC mtg: Path has been installed in front of the house at 27447 Edgerton but PWC asked NB if the town could finish the path along the property that takes the path nearly to the Wallace Stegner pathway.
 - iv. Dec PWC Meeting: Nichol is working with staff to discuss if dogleg section could be completed by town staff.
- c. Page Mill from Lupine to Via Feliz (\$60K)
- i. Sept-NB to have trail consultant look at project and obtain price quote for both on-road and off-road paths
 - ii. Oct PWC mtg: NB reported that trail consultant developing design and quote, S/B ready for Nov PWC mtg
 - iii. Nov PWC mtg: NB reported that contract is signed and trail consultant is looking at this project
 - iv. Dec PWC Meeting: It looks like the part of the roadway is within private property. It is narrow and may need a surveyor to confirm the road right of way before the trail consultant reviews any further.
- d. Summerhill (Increased budget from 2018/2019 of \$80K to \$350K to include some construction)
- i. (6) parcels built from El Monte to Nichol Lane Completed Q2 2020
 - ii. Sept PWC mtg- NB Finish survey by November and obtain Recommendation from Trail People on path. Construction to start in early Spring
 - iii. Oct PWC mtg: NB reported that survey contract signed and survey to start in early November. NB reported that 2100 lin-ft of new path to be installed. Based on phase-I final cost of \$75/ft, Nichol believes she has enough budget (2100' x \$75/ft = \$160K). BE notes that Phase-I was the easiest of the installations so he believes the Phase-II will be more expensive. Phase-I (\$55K) tracked the algorithm predicted cost of (\$57K). The algorithm predicts a total cost of \$374K.
 - iv. Nov PWC mtg: NB reported that survey work is complete. CAD file to town in December. Next steps and schedule?
 - v. Dec PWC Meeting: Nichol has the survey files and will share at our next meeting.

Appendix B HISTORY

Maintenance - Enforcement Issues – Staff Evaluations

1. Blocked Paths-Enforcement Issue

a. 28545 Matadero Creek –Zach

- i. Oct PWC mtg: ZD said code enforcement is on it. ZD has read history and believes opening will take some work

- ii. Nov PWC mtg: Homeowner (Cindy sp?) spoke at meeting. She is willing to meet at property with town staff and PWC.
 - b. Connection between Oak Knoll and Dawson Drive-ZD
 - i. Nov PWC mtg: SP of Planning suggested PWC furnish data to support opening
- 2. ii. Maintenance
 - a. East to West Sunset off-road: Install trail signs and work on west side
 - i. Sept PWC mtg: NB goal is for Survey complete by Oct 2020)
 - ii. Oct PWC mtg: NB 10/19 signed contact for survey. Survey complete by Nov PWC Mtg?
 - iii. Nov PWC mtg: Surveyor met with John Swan. Actual survey to start on Dec 10th.
 - iv. Dec PWC Meeting: It appears the pathway is not in the correct easement.
 - b. Fran Path (is it still dry? when will fence be reinstated for Glen)
 - i. Oct PWC mtg: NB path is still dry. NB will have a design idea to delineate the path from the driveway for PWC review.
 - ii. Nov PWC mtg: NB proposed logs on ground for delineation. PWC is good with direction. NB to share with the homeowner.
 - iii. Dec PWC Meeting: The logs were installed to delineate the pathway and it looks good. Project complete.
 - c. Berryhill Court (signage and reduce side slope)
 - i. Nov PWC mtg: NB spoke with the homeowner in the area. Signs to be added. What about side slope?
 - ii. Dec PWC Meeting: Nichol has added signage and is looking into the steepness. Nichol will talk to staff to see if this is possible.
 - d. Via Ventana to Matadero Creek:
 - i. Sept PWC mtg: NB engaged Trail Consultant and met with neighbor and staff at site. NB to have the area surveyed. Perhaps move path to adjoining easement and away from Fence.
 - ii. Oct PWC mtg: NB signed survey contract. Survey to be completed in November. With survey, Sophia (trail consultant) to suggest path design
 - iii. Nov PWC mtg: Survey end of Nov or early Dec. With survey, the trail consultant is engaged to suggest best design
 - iv. Dec PWC Meeting: Survey stakes are in but don't seem to match records. Staff is getting clarification.
- 3. Staff Evaluation
 - a. 27820 Saddle Court- NB (Can the easement be moved closer to the fence line?)
 - i. Oct PWC mtg: Depends on how set the area near the drainage swale becomes in winter
 - ii. Dec PWC Meeting: Waiting for some rain to determine if this is a drainage swale and looking into the storm drains as they don't seem to match storm drain plans.

Appendix C
Items Completed

2018/2019 CIP Projects

1. Fremont-Estacada: Completed Q2 2020

2019/2020 Funded Projects

1. Natoma link to Elena (Poor Claire's): Completed Q2 2020
2. Westwind Barn to Central (Design and Construction): Completed Q2 2020