

# PATHWAYS COMMITTEE Regular Meeting Minutes

August 24, 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/83870282313?pwd=d3lQekhKWUZDMGdlbS94amt3Q3pjdz09>

or To participate via a telephone, dial: (669) 900 9128; Meeting ID 838 7028 2313

Passcode: 179376

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)
  - Members
    - i. Alisa Bredo (AB)
    - ii. Nick Dunckel (ND)
    - iii. Ann Duwe (AD)
    - iv. Melissa Dyrdaahl (MD)
    - v. Bob Elson (BE)
    - vi. Val Metcalf (VM)
    - vii. Bridget Morgan (BM)
    - viii. Judy Nagy (JN)
    - ix. Richard Partridge (RP)
    - x. Sonja Wilkerson (SW)
  - Associate Members
    - i. Nina Sutaria

- Staff
    - i. Nichol Bowersox
    - ii. Zach Dahl
  - Town Council
    - i. Roger Spreen
  - Public
    - i. Stan Mok
    - ii. Howard Lee
    - iii. Jay Sutaria
    - iv. Jim Waschura
    - v. Linda Swan
2. Agenda Review
  3. Review & Approval of Minutes of:
    - June 22, 2020 - AD moved. MD seconded (AB, AD, ND, MD, BM, VM, JN, SW approved, RP abstained) motion approved
    - July 27, 2020 (AB AD, ND, MD, BM, VM, JN, RP, SW abstained) motion approved
  4. Ex Parte Communications (Written or oral communications with parties relevant to an item on tonight's agenda)
  5. Announcements/Updates
    - Town Staff Updates
      - i. Status of CC approved CIP Projects ([Appendix-A](#))- Nichol & Zach
        1. Redwood Grove: LA has jurisdiction questions about this area. LA staff says everything on the west side of the creek is LAH and everything on the East side of the creek is Los Altos. Nichol does not believe the creek is the town boundary. Nichol believes she can work out the jurisdiction in the next two weeks.
        2. Summerhill - Survey work for Phase 2 was approved by TC. 5 contractors have pulled the RFP paperwork. Nichol believes this project will be noticed to proceed in October. May ask Trail People to consult. Nichol believes she can have the budget for the survey on the CC September agenda and the survey complete by November 15<sup>th</sup>. This will allow construction to resume in early Spring 2021.
        3. Altamont Plunge - Should have informal requests for quotes soon. Nichol will send the trail consultants report to all PWC members.
        4. La Paloma to Robleda - The report was forwarded to the PWC an hour ago. Nichol is available for comments or questions. A summary of the comments will be summarized by Nichol at the next PWC meeting.
        5. Byrne Park Plunge - Reviewing options. Option 1:Redo stairs where it is now and try to get the easement to match or Option 2:

move the stairs to the approved easement. Staff should have a decision by our next meeting.

6. PageMill to Via Feliz - No action yet by town staff. Nichol may ask Trail People for input.
7. Edgerton - No action yet by town staff.

ii. Maintenance and Enforcement Issues

1. Update on blocked paths
  - a. Near Matadero Creek - nothing new to report. Zach will look into this for the next meeting. Zach will look into the closed gates and the overgrowth.
2. Maintenance
  - a. Fran's path—the "Big Dig" –Nichol. Staff had a contractor dig a big trench and a French Drain that should keep the water away. Staff will go back to restore the path soon. The PWC is grateful the repair seems to be working.
  - b. East to West Sunset off-road: Install trail signs and work on the west side. Staff has some questions about where exactly the easement is on the west side. Staff should have more info next month.
  - c. Via Ventana to Matadero Creek: Make more usable per AD. AD can resend the project info to Nichol. Nichol will meet with AD as needed.

6. New Business

- MPP & GIS....where we are and how we move forward-Zach ([Appendix-B](#))
  - i. Staff will take approved maps (2005 MPP approved by CC on March 8,2005, Nichol's Subdivision 2013, & 5-areas approved by CC for the list of "Unresolved areas.") and create a new updated MPP. A new walking map will be produced after input and corrections are received. Zach is targeting an introduction of the "new" MPP during the PWC September meeting. At this point, the PWC will be involved with verifying the alignments and conducting a physical inventory to better understand the totality of the path system and what it will take to finish the system.
  - ii. GIS - New items will be added to pull in the older information such as the "Notebooks" info of easements , "Dead Sea Scrolls", and the work used to create the 2006 working map. Hope is to have the portal up and running before the next PWC meeting so Zach can show the committee on how to use it and give our feedback.
- New PWC Chair –Principles and Goals ([Appendix-C & D](#))
  - i. Principles
    1. Be helpful, informed and relevant
    2. Be proactive
    3. Use town Element documents to guide direction and action
    4. Have fun

5. Show respect
6. Abide by town Code of Conduct
- ii. Goals (Leads are needed for each goal)
  1. Help get the new 2021 MPP released
  2. Verify the new MPP and GIS data. Walk the paths on the new MPP to determine status, maintenance, future need, and preferred side of street. Collect a snapshot of the current pathway system to help determine possible future projects.
  3. Create a prioritized list of future projects to complete MPP
  4. Capture old easement and pathway info that needs to be added to the GIS. (AD and AB volunteered to lead)
  5. Develop detailed presentations if/when suggesting additions to the MPP
  6. Promote path usage (update website, work with Parks and Rec, Presence at town events, keep public informed in town newsletter and Town Crier at least 3 or 4 times a year)
  7. Keep on top of pathway funding
  8. Review pathway fees
  - Property Review, the new process ([Appendix-E](#)) BE presented an updated property review criteria since we no longer need to address pathway installation and fee payments by homeowners. The new plan is: Review the property on the approved MPP, Does the MPP list a path on/near this property? Include a study of the MPP map. Is a path required (correct side of street)?, Do we need an additional easement?, If so, make sure the pathway and if applicable, easement are documented on the plans.
  - Optimal size for PWC? Each member was asked to report their opinion on the optimal committee size. Six members voted for seven. Three members voted for nine. One member voted for twelve. There was no discussion.
7. Old Business
  - 27388 Sherlock Ct (Lands of Chung, New Residence, File SD19-0003, APN 182-29-038)
    - i. A subcommittee (BE, VM, AD) is working on a report and will present it at the September meeting.
8. On-going Business
  - Property Review
    - i. No new properties for review (there are two properties to review next month due to an error in communication last week)
9. Presentations from the Floor
  - Jim Waschura asks if the MPP/GIS should have access to the pathway info layers for the public. BE believes this is a goal. All of the layers may not be accessible but that is up to staff.

- Linda Swan, Stan Mok and Jay Sutaria are on the call and gave their support for our work on pathways. Linda, Stan and Jay are running for CC as a slate in the November election.

#### 10. Reports from Other Meetings

- VTA Meeting - no report
- City Council - nothing to report
- Planning Commission - nothing to report
- Fast Track - AD mentioned that we need a member to attend these meetings
  - i. 12830 Deer Creek Lane-SP - no pathway issues
  - ii. 26685 Purissima-KY - BE attended the meeting and asked for the existing pathway will be added to the plans

#### 11. Pathway Promotion & Communications

- Next PWC meeting: September 28, 2020
- Next Property Review Walk (independently)

#### 12. Agenda Topics for Next PWC Meeting

- BE kept notes of items continued from this meeting. AD asked that the Native Path spec be added to the next agenda. Nichol will make sure the current spec is distributed to the committee well before the next meeting.

#### 13. Adjournment