CALL TO ORDER

Chair Eldona Hamel the meeting to order at 3:05PM

ROLL CALL

Present: Holly Nash, Don Pugh, Kurt Frieden, Anne Van Camp, Elizabeth Castleton, Sarah Rivers, Cathy Brisbin
Absent: Rick DeBenedetti, Maggie Mah

Also present: Sean Rose, Town Engineer and liaison, Cindy Safe, Administrative Services Manager

QUORUM: Six Members

APPROVAL OF MINUTES

Minutes from December 8, 2016 meeting:
Minor spelling changes needed. (Sean and Mah) Committee thanked Anne (author of minutes) for highlighting “action items” in yellow. Under Roberta Trail@201 Mountain Wood Lane, delete “Elizabeth Castleton will draft a letter.” Don made motion to approve the minutes, Elizabeth seconded, and unanimously approved.

Sean stated that Marilyn Dyer needed a finalized and signed copy of the October 2016 meeting minutes, and also those for the November 10, 2016 meeting. Cathy and Sarah to provide copies to Marilyn.

PUBLIC COMMUNICATION

Persons wishing to address the Committee on any matter not on the posted agenda are invited to do so. Please note, however, that the committee is not able to undertake extended discussion or to act on non-agenda items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. As a courtesy to others, the communications should be kept to a three-minute limit.

OLD BUSINESS

Cindy Safe provided the committee with a General Ledger Budget Status dated 11/10/2016. The committee asked that a breakdown of expenses in the Fiduciary Trails Fund be provided (in addition to those of the General Fund). Cindy said that she could add an excel box in future budget recaps that would detail the dates of expenses and revenue entries.

**Item 2. Trails Project List**

No new trails project list was provided.

1137 Don, Holly and Sean to meet on site

1140 and 1502 to be deleted

Anne stated that she noticed that a tree had come down across the Kings Mtn. Rd trail. Sean said he would assess damage. Cathy Brisbin stated that there was a downed tree along the paved trail along Canada Road at the intersection of Canada and Lanning Dr. It was suggested that both be considered Maintenance Items.

It was again discussed that a list of slippery driveways become a permanent category on the Project List under the heading of Maintenance Item. Holly wants to add the Fleischhacker Estate on Albion (will get street number) and Don reiterated the desire to add 301 Kings Mtn Rd to the list.

Service Request Section to be deleted

It was agreed that Committee Assignments category = Wish List projects. Sean to add a new item-XXXX (201) Roberta Trail (Mtn Home Road to Turkey Farm Rd) with Elizabeth Castleton as point person.

Anne stated that she was interested in a Roadside Cleanup Day to be added to the Committee Assignments category. She will research the idea of coordinating with the Community Service officials of the Woodside Elementary School and Woodside High School and will report back at a future meeting.

Kurt asked whether the Glens Pathway/Walkability Study was something the Trails Committee should be involved with. Sean stated that the Circulation Committee had the study on their agenda. As a resident of the Glens, Kurt is interested in seeing this item be added to the Committee Assignments for future discussion and possible involvement by the Trails Committee.

**Item 3. Barkley Fields trail**

Don reported that they found the trail user friendly and that it appeared that all that was needed was a gate in the fence to access the fields. Sean stated that the ownership status of the property/easements was unclear at this time. CalTrans, PGE and the State of CA would need to be consulted to determine whether access could be granted. Additional outreach to neighbors affected would also be necessary as the trail is visible by several property owners.
Holly made a motion for Sean to approach the State of CA to determine access options. Cathy seconded the motion and it was unanimously approved.

Kurt made the point that a designated path would require improvements: base rock, construction of switchbacks, etc. Kurt also mentioned that Google Maps shows a connector to Stulsaft Park on Farm Hill Rd from the Barkley Field complex and the Joan Olsen Nature Preserve. He offered to research trail improvements needed and to create a Committee Assignment item.

**Item 4. Bridge Between Manzanita and Whiskey Hill**

Sean and Don spoke with Manzanita Rd. property owner, Kelley, who they said was amenable to a bridge in the range of 70-80 ft provided it is not visible from her residence. Sean spoke with Kevin Bryant about pursuing a feasibility study that would review siting and cost options. It was his belief that this study could be done within the existing budget and could be accomplished by the end of April, 2017. Holly made a motion for Sean to pursue the feasibility study. Elizabeth seconded and it was unanimously approved.

Sean will be the individual who will contact the affected property owners. He indicated that he thought the expenses of the bridge design and construction would be high, and probably would not be undertaken until the summer of 2018. Don reiterated that the potential exists for strong financial support from the local equestrian community.

Sean said he would pursue obtaining a rendering for both the affected property owners and for future fundraising efforts.

**Item 5. Awards Handbook Guidelines**

A section is to be added on trail dedication and monuments. It was suggested that the handbook become an electronic binder or archive of Trails Committee minutes, ongoing documents. Sean said he would research the current status of the “archive”.

**Item 6. Trails Committee Calendar**

Delete the phrase “tea and cookies” and replace with “appreciation”.

**Item 7. Best Practices**

No update

**Item 8. T.C. Liaison to Equestrian Heritage Committee**

Anne Van Camp agreed to become the liaison.

**Item 9. T.C. Liaison to Circulation Committee**

No update

NEW BUSINESS

none

MEETING ADJOURNED 4:33pm

Meeting notes submitted by Sarah Rivers 1/23/17