CALL TO ORDER
Eldona Hamel, Chair called the meeting to order at approximately 3:00 pm.

ROLL CALL
Present were Eldona Hamel, Elizabeth Caselton, Don Pugh, Maggie Mah, Sarah Rivers, Rick DeBenedetti, Holly Nash, Kurt Frieden, Kim Hansen

Absent: Cathy Brisbin, Anne Van Camp

Also present:
Sean Rose, Town engineer
Cindy Safe, Town Financial Administrator
Other: Dave Tanner, Council liaison, and Randall Harrison, of Harrison Engineering, Inc.

QUORUM: Six Members (Minimum)

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 expended 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.

APPROVAL OF MINUTES for February 9th Meeting: was unanimously approved (Rick made the motion, Sarah seconded).

Discussion of Minutes procedures: the draft of minutes should be prepared shortly after the Committee meeting and distributed to committee members as soon as possible for review before next meeting. Agreed we need to spread the responsibility of taking notes and preparing the minutes among our members.

Kurt Frieden volunteered to take the notes and prepare minutes at our next meeting in April. Sean Rose will ask Marilyn, Town administrator, to distribute the draft of minutes to all in the Committee as soon as she receives them from the acting secretary/recorder of minutes. Approved minutes will ideally be posted in the future on the Town website for review and could potentially be keyword searchable.

Kurt discussed meeting a man living on La Cuesta Way who wondered about the equestrian gates, and are they “legitimate”? Committee confirmed they are put there by the Town on private property easement for equestrian use only. Kurt will pass this on to the man we think is Nick Triantos, who attended one of our past meetings to address public access issues.
Kim Hansen, a new Committee member was introduced by Eldona. She is most interested in the safety of children on the trails and the equestrian use. She has 2 children in elementary school and owns 4 horses.

OLD BUSINESS
   Sean explained the $40K budgeted this year for trails, if not spent cold be added again to next fiscal year’s budget for requested capital projects recommended by our Committee. He will report back to us on any procedure to have this money included in the next fiscal year after June.
   Money spent on the Kings Mountain Trail improvement project completed last fall was $17,787 (not including Town’s cost of Staff time). Our Committee had understood it would only cost $12,000 in improvements. Unforeseen complications and costs ran over budget.
   Rick commented we have a need for better project management and a bidding process to possibly keep projects within budget and projected costs.
   Discussion about the Woodside horse head count which isn’t totally accurate on the budget report because of the large boarding barns who are only required to pay permit fees for up to 25 horses on their premises, even though more than that number are allowed to reside in these barns. Cindy offered to give the Committee the list of all the Stables who have paid a fee for 25 horses. The someone would have to contact these boarding barns to get an accurate number of horses on their premises.

2. Continued Review of Trails Project List and Budget. Recommend action and funds for new trails projects selected by the Committee. Agenda item 3, focused on:

   Agenda 3/4.
   Project 1144: Review and update of proposed bridge between Manzanita Way and Whiskey Hill.
   Sean introduced the consulting engineer, Randall Harrison who studied the site and project. A prefab bridge similar to the Who Worry equestrian bridge discussed. Randall’s recommendations: For best trail site to cross, he recommends 110 foot long bridge over the creek with some adjustment to existing easements to improve the conditions and lower cost. The committee approves of a 6 foot wide bridge rather than the option of an 8 foot wide structure. Railing height can be adjusted as the bridge is installed. Up to 12 bay laurel trees will need to be removed. The bridge when installed would be 12 to 14 feet above the creek bottom. It would be in a solid position on bedrock.
   Sean will have a rendering created of the proposed bridge on the site for the property owner to see and approve. She has approved of the concept of putting a bridge in, but still needs to approve the final proposal and what it will look like on her property.
   The bridge materials and construction and necessary terrain improvements are estimated by Harrison to cost $268,000 for the complete project. This includes all engineering, permits, management and inspections etc.
   For additional creek erosion protection on her property, a rock wall, which was proposed, would cost an additional $312,000. Sean suggested an alternative of planting vegetation that improves stability of that part of the creek bank, costing an estimated $25,000, to enhance the project and gain owners approval.

Before final Committee approval and recommendations for the project, the following needs to be confirmed:
(a.) need final easements approved by owners,
(b.) funding resources identified and committed to cover the projected total project cost of $268,000. (Harrison outlined the project costs in detail: bridge structure $84,480, the installed cost at $131,000, plus excavation, tree removal, labor, base rock and $25% contingency comes to $190,000, plus engineering, permitting, project management and inspections bringing it to the total of $268,000.

Don suggested the Town be asked to commit to paying half of the projected budget, matching what our committee would come up with, (each committing to $134,000). Sean agreed to approach the Council with this idea.

Maggie offered to work with Sean to discuss easements and the project with the property owners.

The Trails Committee could earmark $70,000 from our available funds, and then conduct fundraising from the local equestrian organizations and individuals to come up with an additional $64,000 to cover it.

Sean would like our committee to be able to recommend this project to the Council to approve in their April meeting. He estimates the bridge would likely be completed by summer of 2019.

Project 1029-1: Barkley Fields (Don and Kurt) Sean will need to talk with CalTrans, as this is State property, to explore any “fatal flaw” for an equestrian easement. Home owners may want screening. CalTrans would need to write a formal agreement to allow this project.

Project 5114: Howard Boone Trail maintenance: CalTrans will clean out the ditch. Town with possible home owners help will fill in the trail.

Project 1098: Emerald Hills. Maggie and Sean are looking at it for alternate possibilities for improvements and additional trails.

Project 1172: Fox Hollow creek crossing. Rick and Sean have found more erosion taking place. Sean said some trail maintenance is fine. The Town has the “right” but not an obligation to maintain this trial. He thought ideally we should put in a new crossing on a straight section of the creek.

NEW BUSINESS

New report from Sean about the Mountain Home bridge damage from large tree falling. He expects carpenter working on the damaged bridge railings/structure on Monday. Cost estimated at $10-15K, which will be covered by the property owner’s insurance.

**Next APRIL 13, 2017 Committee meeting,** we will invite the Town Crew to attend to show our appreciation, serving beverages and cookies. Committee members need to bring popular soft drinks and cookies.

April 23rd there will be a Folger Stable arena opening/ribbon cutting for the newly improved footing in the arena.

Meeting adjourned at approximately 5 pm. Respectfully submitted, Elizabeth Caselton, acting recording secretary.