CALL TO ORDER
Chair Hamel called the meeting to order at 3:01PM.

ROLL CALL
QUORUM: Six Members
Present: Eldona Hamel, Rick DeBenedetti, Maggie Mah, Anne Van Camp, Sarah Rivers, Elizabeth Castleton, Don Pugh.

Absent: Cathy Brisbin, Kurt Frieden, Holly Nash

Also present:
Dong Nguyen, Deputy Engineer & Town Staff representative to the Trails Committee
Dave Tanner, Town Council Member
Lilly

APPROVAL OF October 13 meeting notes
Approved unanimously with revisions: corrected spelling of Anne Van Camp and addition of Kevin Bryant’s last name, paragraph 10.

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
1. Review of Monthly Financial Report for the Trails Committee
   Don pointed out that the Town of W. "Match funds" were not reflected in the "Annual Budgeted Amount" column. He also asked whether the WHOA! (Woodside-Area Horse Owner's Association) contribution to the Kings Mtn trail repairs was reflected. Anne Van Camp volunteered to investigate further.

2. Continued Review of Trails Project List and Budget.
   Elizabeth Castleton recommended that Bob Garcia’s name be removed from project list items 1111, 1112, 1140
Don Pugh called out 1137, 1144, 1098, 1502 for discussion.

1137-Dong said that he had walked the property with Antonio from the Town Maintenance Crew but has not yet consulted with the affected property owner.

1144-Dong indicated that he had received a "ball park estimate" from Lea and Braze Engineering of $125K for a steel bridge within the range of 60-80 feet long. He stated that a preliminary biological impact study, "Bio Rept" would be necessary and would cost in the neighborhood of $5K. Dong said that the study and expenditure have been authorized, but not yet ordered.

Rick asked how long a "Bio Rept" was "good", and Dong said he would find out.

Dong suggested that hiring a project manager might be a way to expedite the process of completing the proposed project and said that the Dept of Fish and Game would be the deciding factor as to whether the bridge could be feasible as the creek in question is a "fish bearing creek".

Dong to speak with Sean about ordering the "Bio Rept" but indicated he thought it would be early 2017 before said report would be completed. Maggie asked about the easement in place. Dong said that once the location of the bridge is approved by the Dept of Fish and Game, the realignment of the easement can commence.

1098-Maggie did not have any other plans to meet with a resident on Glen Rd to discuss the connectivity of trails.

1502-Dong has made contact with the property owners' representative and is waiting to hear back from them. It is his understanding that the property owners intend to provide their own mounting block. Don reiterated that he had one available and was prepared to deliver.

1115 was also discussed. J1ist of property addresses as suggestions for pavement stripping was created: the intersection of Winding Way and Mtn Home Road, 350 Family Farm Rd and the Kings Mtn Rd address directly across from Manuella Rd.

Items 3 and 4 had no report.

Maggie said she was waiting for a printing estimate.

6. Legacy Award Guidelines
Maggie and Elizabeth aid they met with Kevin Bryant who had reviewed and "ok'd" the Draft From Trails Committee Handbook, Procedures and Guidelines for
Awards for the Trails Legacy Award. The Committee reviewed the draft provided. DRAFT COPY ATTACHED

par. 1. It was suggested that text be added to convey that this award DOES NOT imply a dedicated portion of trail to the recipient.

par. 3. It was suggested that the last sentence "...and who has shown dedication to preserving and enhancing the equestrian lifestyle in the Town of Woodside.." be deleted.

par. 4. Sarah said she thought the qualifier of "long term" resident should be deleted and that she wished to go on record that she felt active Trails Committee members should be eligible.

par. 5. There was considerable discussion about whether nominations should come from the community at large. The consensus was that yes, they should be considered by the subcommittee.

par. 6. In order to keep separate from the award WHOA presents at their event, it was recommended to delete the reference to Day of the Horse.

par. 7. It was suggested that photos and specifications for the awards be included in the guidelines, as well as the T of W staff contact.

Maggie and Elizabeth are t@Jk e Committee's suggestions to Kevin Bryant for approval and hope t1 r'report back at the December meeting.

Don mentioned that he would work on putting together a Calendar of Events to be included in the Trails Committee Handbook.

Meeting adjourned at 4:34PM

Next Meeting: December 8, 2016

Respectfully Submitted by Sarah Rivers

Any writings or documents provided to a majority of the Trails Committee regarding any item on this Agenda will be made available for public inspection at the Administration Counter at Town Hall located at 2955 Woodside Road during normal business hours.

To assure a quorum is met; members should contact Marilyn Dyer at Town Hall to say if they are attending or not (851-6790) or mdyer@woodsidetown.org