WOODSIDE TRAILS DRAFT MINUTES  
Thursday, May 10, 2018  
3:00 PM

DRAFT MINUTES

CALL TO ORDER
Vice Chair, Cathy Brisbin called the meeting to order at approximately 3:00 pm.
Quorum: Six members required.

ROLL CALL
Present were Cathy Brisbin, Eldona Hamel, Elizabeth Caselton, Don Pugh, Maggie Mah, Holly Nash, Sarah Rivers, Kim Hansen, Anne Van Camp, Suzanne Bruch.

Absent: Rick DeBenedetti

Also present, Sean Rose, Town Engineer.

Elizabeth volunteered to record today’s minutes.
Cathy circulated a sign up sheet for committee to commit to recording minutes in future meetings in 2018-2019. Signing up included the following:

June Anne
July Maggie
September Suzie
October Sarah
November Anne
December Elizabeth
January Holly
February Anne
March Don
April Eldona

PUBLIC COMMUNICATION:
Don reported that the bypass trail in Wunderlich Park will be under construction for about 2 weeks, linking the trail to Alice’s Restaurant. He thanked the WHOA organization for their $10K contribution and others who contributed $25,000 toward this project. Yakima Construction, from Oregon hired to construct it. Don offered their services might be available for other Town construction projects while they are in town. Sean Rose will check this out.

APRIL MINUTES correction and approval:
Cathy said she should be referred to as “Vice Chair, not Co-Chair”.
Huddart Park is part of the County Parks system noted in the minutes.
Holly made the motion to approve the April minutes as corrected. Elizabeth seconded the motion.
All approved.

OLD BUSINESS

(4) proposed new MISSION STATEMENT
A new version was created by Maggie Mah and was sent to the committee for discussion and finalization. It is longer, more detailed than old statement. It better represents our activities and mission. It was sent to Town Manager, Kevin. It was decided by the committee to put this version on the website as a Committee Description and the official Mission Statement would not change at this time.
The committee approved this new document referred to as an “Activities Statement” be posted on our website.
Any new "Mission Statement" would need approval by the Town Council. Maggie offered to ask Kevin about a possible update to our mission statement.

1. REVIEW OF MONTHLY FINANCIAL REPORT: Cindy Safe reported the financial report hasn’t changed much. Four new items were added to the capital outlay list as indicated in the Financial Report. The pump station project included the rebuilding of the fence along the trail, already in our trails budget in the amount of $3,500.

2. CONTINUED REVIEW OF TRAILS PROJECTS:
   #1144 Whiskey Hill to Manzanita: Sarah and the property owner on Manzanita, Kelly exchanged emails recently. Kelly concerned about too much erosion on her property. She doesn’t think further improvements of the crossing is desirable. The actual easement on her property is not a possible crossing as that area is on a steep bank. This project as we’ve proposed is not feasible now. We conducted discussion of finding a new creek crossing (Manzanita to Whiskey Hill) with permission from a different property owner. Sean said it is preferable to have a straight creek area to cross, as a crossing would have less erosion impact. The S-curve on Kelly’s property is too dynamic a place during big storms and rushing water. Maggie and Sarah suggested they walk around the area at nearby properties to see if there is a better creek crossing site.

   #1137 Marva Oaks: Kim sent an email to Kevin with her letter in support of this trail project. Kevin and Sean met with the owners impacted on Marva Oaks in March. The “no parking” proponents were to get back to Sean on this issue. The Fire Department has no concerns about “fire access” and with trailer parking access. Sean met with owners except Poletti who is against the trail access along his property. The others prefer the trail to be along Poletti’s side of the street. Marva Oaks owners expressed opposition to the trailer parking request. These home owners still need to get back to the “Town” with their concerns. The Town legally can go ahead and build a trail, with a parking space designated, along the public right of way. Sean prefers more outreach to the property owners for their approval before any work is done on the trail with a trailer parking space.

   Kim made a motion recommending The Town complete the trail on the public right of way along Marva Oaks, for the safety of riders, irrespective of any parking issues yet to be determined in that area. Don seconded the motion. All approved the motion.

   #201 Roberta Road Trail: Sean will look up any existing easements along Roberta Road by our next meeting in June for discussion.

   Olive Hill project that was completed got some push back about the logs put into place, Sean reported. The logs were then removed and bollards were installed. A survey from Sean sent to home owners to get their response: 8 responses came out of 20 home owners. 6 were in favor of the bollards, 1 preferred timbers on the trail, and 1 preferred changing nothing on the trail. Right now the bollards remain in place. There is a deadline coming up soon of whether or not to keep the bollards in place.

   #217 Slippery Driveways: Sean wants us to please submit driveway locations we have found to be slippery for horses. He will be asking the London’s to improve their driveway. A pavement crossing is on Vintage Court (private road).

   #203 Sean is currently working on this “Glens Pathway”. There is unanimous support for improvement on the east side of Hillside to improve and build the trail.

   #1096 The trail is currently closed (Windy Ridge Trail from Raymundo/Crystal Springs to Phaleger). There are other organizations involved to accomplish improvements as it is located just outside of Wood-
side Town limits. Our members of Trails Committee are interested in reopening it and we offer our support in the improvements.

5. REVIEW OF STABLE PERMIT/INVOICE LETTER
Maggie revised the original letter proposed. She met with Kevin to discuss it. They decided it is not necessary to include anything asking barn owners to respond to a “horse head count”. The Livestock Equestrian Heritage Committee needs to decide if they want to be mentioned in the letter. They may wish to include their brochure with our letter and barn permit invoice. Also should there be an explanation of stable inspections for permits added to the letter. Anne and Suzie offered to check with the Heritage Committee on their participation in the letter before it goes out.

7. AWARDS PRESENTATIONS and FUTURE NOMINATIONS
A nominating sub-committee needs to be formed to submit suggestions to the Committee for recipients of our Appreciation Award. This sub-committee will present candidates for approval in July meeting. Maggie, Eldona and Elizabeth volunteered to form this nominating sub-committee. In September’s meeting the committee will finalize the choice of recipients.

8. BRIDGE INSPECTION plan: Sean will not be present next month (June) so this discussion will be postponed.

9. No news or report from the Equestrian Heritage Committee

10. Circulation Committee Report: They are currently looking for bike pullout locations to add along Kings Mountain Road.

NEW BUSINESS

11. Review signage for horses: To be added to next month’s agenda for discussion. Rick may then be able to show us examples.

INFORMATIONAL ITEMS:

Don announced the Town Trail Ride (45 minute trail ride followed by dinner) is in the works for members of the Town Council to participate in August.

MEETING ADJOURNED AT 4:55 PM

Minutes Respectfully submitted by Elizabeth Caselton

[Signature]

June 14, 2018