WOODSIDE TRAILS COMMITTEE
September 13, 2018
DRAFT MINUTES
FINAL

CALL TO ORDER
Chair Mah called the meeting to order at 3:05 PM.

ROLL CALL
QUORUM: Six Members

Present: Rick DeBenedetti, Maggie Mah, Sarah Rivers, Elizabeth Castleton, Kim Hansen, Don Pugh, Anne Van Camp, Holly Nash

Absent: Suzanne Bruch, Cathy Brisbin, Reno Taini, Eldona Hamel

Also present: Sindhi Mekala, Alexandria Byrd

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.

Maggie Mah described the SMCO proposed Ohlone-Portola Heritage Trail commemorating the 250 year anniversary of the Portola Expedition. This proposed trail will follow a route through Woodside, along Sand Hill, Whiskey Hill, Canada Roads. There is also a proposal to convert the Sand Trail/Crystal Springs Trail from equestrian/pedestrian to a multi use trail and open the trail to bicycles. The trail would be accessed via Runnymede Road. Maggie voiced concern that the equestrian community be involved in the planning process, to insure that the routes be safe and appropriate for equestrian use. Both Rick DeBenedetti and Maggie had been contacted recently to participate in the upcoming planning meetings. Maggie handed out postcards detailing three upcoming information sessions and urged committee members to attend one.

Anne Van Camp asked that the issue of construction debris/metal on T of W trails be on the agenda for the next meeting. She called it a “grave issue” of concern to equestrians, and produced several samples of debris collected in a sweep of the Town of Woodside trails (more specifically on Tripp Road and Kings Mountain Road trails) and mentioned she had also dropped off debris collected on the trail behind the post office on August 25 (the date that her horse got injured while on a trail ride for DOTH) and that she met briefly with Kevin Bryant to discuss the topic on August 27.

Anne also provided the shoe pad from a horse of hers that had stepped on a metal screw, showing how far the screw had penetrated the interior of her horse’s hoof. Sindhi Mekala said that the maintenance crew had gone to sweep the trail, and that Sean Rose had said he hoped that going forward, such metal detection sweeps would be performed annually on the town’s trails.
Dick Brown, Woodside Heights resident was present and expressed his desire to have the T of W develop a formal process of approval residents would need to go through should they wish to deny access to a permissive trail easement on their property. This was predicated by the events at 1000 Mtn. Home Rd where the property owner recently closed a portion of the trail. Mr. Brown was joined by Craig London, a neighbor adjacent to the 1000 Mtn. Home Rd location who stated that he was willing to reach out to the owner to try to come up with an alternate scenario, that would keep the trail open. Rick DeBenedetti spoke up to inform the committee that the homeowner had, in fact, contacted the T of W to determine the status of the easement (whether dedicated or permissive) and that the T of W had said it was not a dedicated easement. The homeowner had done what he was supposed to do when applying for a fencing permit. Don Pugh said that he would be willing to meet with both the owner of 1000 Mtn. Home Rd and Craig London, to see if a solution could be reached that would allow the trail to remain open. Mr. Brown asked that the Trails Committee agendize the topic of a formal review process for closing trail access for the next meeting.

Approval of Minutes for June 14, 2018
Meeting minutes were unanimously approved (Holly Nash motion, Don Pugh seconded) with two spelling corrections.

OLD BUSINESS
1. Review of Monthly Financial Report for the Trails Committee
   Cindy Safe was not present, no financial report provided.

2. Continued Review of Trails Project List and Budget.
   1137 Kim Hansen provided a recap of the discussion of the Marva Oaks trail and parking issue at the T of W Town Council meeting 9/11/2018. The Council ultimately did approve the installation of no parking signs, but did not approve the horse trailer parking sought. There was no vote called on the establishment of the horse trail. Kim stated that she felt that the T of W had been “put on notice that there exists a safety issue” for equestrians use of the trail in question. She asked Sindhi about the trimming of vegetation near the trail by the town (in the town right of way) which she claimed would improve the safety for riders. Sindhi said she would determine the scheduling of trimming the bushes and report back.

   Kim went on to propose a motion that the Trails Committee recommend that the installation of the approved no parking signs be done such that they not interfere with the future desired trail improvements.

   1172 Don Pugh asked if there had been any progress in establishing the creek crossing. Rick stated that there is a stabilization issue of the creek sides that is preventing the development of anything other than a dry creek or seasonal crossing location. It is not an easement issue, but rather that the restoration of the creek banks would be cost prohibitive.

   Line item #11 Kings Mtn Trail. Don and Maggie stated that the trail had been vastly improved thanks to the efforts of the Maintenance staff. Don proposed
that the Trails Committee formally thank the staff for the work done. Anne seconded the motion and it was unanimously approved.

217 Slippery Driveway List. Kim said she had submitted two work order requests for driveway maintenance and that they had not yet been addressed. Sindhi asked that Kim send the list to her directly. There was discussion of the process by which residents are notified that their driveways require "grading" and whether one could refuse to have it done. Sindhi said that residents typically are not notified in advance that the work is to be done, but that if a homeowner objected the crew would not proceed. She said that the T of W generally does write a letter of explanation to the homeowners who object to the work in an attempt to alleviate concerns. Anne asked that if it's (the driveway) in the T of W right of way, does a resident have the option to refuse that the work be performed. Sindhi said she would attempt to clarify.

202 Annual Trail Clean Up. Maggie suggested to Anne that her proposed clean up be focussed on the removal of construction debris/metal from the town trails.

3. Review Bridge Inspection Plan
   Sindhi had no update to provide the Committee.

4. Liaison to the Equestrian Heritage Committee
   Anne Van Camp provided the prototype brochure the LEHC was developing on horse keeping in Woodside. No other update.

5. Liaison to the Circulation Committee
   Maggie said there had not been a recent meeting, but that she thought the Safe Routes to School initiative remained the focus of the committee's efforts.

NEW BUSINESS

6. Trails Award Nominations
   Maggie said that the awards were "ready to go" and that what remained to be done was selecting a date for presentation that was agreeable to the recipients. It was stated that the nominating committee had recommended that the Trail Appreciation Award be presented to Antonio Corgas (T of W maintenance ) and that the Trail Legacy Award be given to Donna Poy. Janet and Jim Estep were nominated by Kim as additional recipients of the Trails Appreciation award. It was proposed in a motion by Maggie that there be 2 trail appreciation recipients this year, and Don Pugh seconded. Unanimously approved by the committee.

7. Committee Discussion : Quorum issues, RSVP to meetings...
   Maggie stated that the timing of when the agenda is provided to Marilyn has been an issue in making the response window brief. Future efforts will
be made to get the agenda to Marilyn in enough time to send to committee members. Rick said that the issue of late RSVPs should not be tied to the agenda- as members of the committee, we should know when the meetings are scheduled, and should assume there is a meeting. Anne and Maggie concurred.

8. Review of the Concept Map for the Proposed Land Division at 988 Godetia Drive

Alexandria Byrd (T of W Planner) made the introduction to the Committee of the proposal. Maggie Mah asked Committee Members who had done a site visit. Eric Staten, principal with Does Architecture made a presentation to the committee reviewing (among other things) the existing site context, project goals, and circulation system capacity analysis with the help of detailed drawings, maps and other visual aids.

In an effort to discuss trail options connecting Jefferson and Godetia, Maggie brought out a map from the 1996 Emerald Lake Hills Plan that had called for an equestrian trail up Jefferson and asked whether this would be something the property owner and architect team would be willing to explore. The owner, Vladimir Alexanyan stated a willingness to explore if the T of W engineering department would do a preliminary feasibility study of a trail along the roadside (in the Right of Way). Comments on the project are due by 9/20/18 and Maggie said she would coordinate the Alexandria on the substance of those comments.

Anne Van Camp said that she did not feel it appropriate to ask the property owner to establish a trail in the middle of their property and Sarah Rivers concurred.

INFORMATIONAL ITEMS

Anne said that the Day of the Horse organizers (WHOA) were still debating the location of the costume judging as well as deciding the routing of the trail ride that day. They hoped to have those items resolved soon.

Meeting Adjourned 5PM

Minutes Submitted by Sarah Rivers

[Signature]