MINUTES

CALL TO ORDER
Cathy Brisbin, Chair called the meeting to order at approximately 3:05 pm.

ROLL CALL
Present were Sarah Rivers, Eldona Hamel, Elizabeth Caselton, Don Pugh, Maggie Mah, Anne Van Camp, Cathy Brisbin, Kim Hansen, Holly Nash, Rick DeBenedetti.
Absent: Reno Taina, Suzie Bruch Also present: Sean Rose and Cindy Safe
QUORUM: Six Members (Minimum)

APPROVED, MINUTES for November 8, 2018
The following verbiage deleted from Minutes, of Marva Oaks #1137 discussion, stating Kim "is now happy with the correction". Kim expressed today, she appreciated Kevin and Sean’s response but she is not happy with current status. Minutes Approved as corrected.

PUBLIC COMMUNICATION (none today)

OLD BUSINESS

1. CONTINUED REVIEW OF TRAILS PROJECT LIST AND BUDGET

Sean needs to add the “Skywood Trail” project to the Trails Project List. Sean distributed a map of the area and discussed the issues. The existing trail along Skyline, going to Skywood Center needs improvement. Part of the existing trail is not on an equestrian easement. Sean suggests a trail be built on a section in CalTrans right of way, with their cooperation, which will improve and straighten the trail, and will avoid the section of old trail that is on private property with no easement. It will be a pedestrian and equestrian use trail.

Don Pugh said Mountain Terrace is also owned by owners of Alice's Restaurant, who are equestrian friendly. He suggested they may be supportive of the trail improvement that is "used casually without an easement.

Sean said he will notify Cal Trans of the proposed trail on their property, and feels it will be "cleaner" solution than involving resident private property owners. Before going to Cal Trans, Sean will first ask the property owner (Bishop Kaleb, where current trail exists), if he will agree to a permanent permissive easement on his property, and then that trail section can be improved.

#1172
Fox Hollow creek crossing: Phyllis Brock, the property owner hasn't yet responded to communications regarding this project. Next Step to walk the property.
Cathy, Sarah and Rick agreed to walk the trail with Sean to review it, meeting at Fox Hollow bridge at 4 pm, Wednesday 12/19/18.

#201
Robert Trail: Sean has already talked to the Town Manager about the proposed trail project, and Kevin is supportive. The topography is favorable. Estimated cost $5 - $10K per year to maintain this trail and contractor estimate $20-$30K to build it.

Next Step: Sean will contact property owners to meet and discuss. Town will survey it to present to the owners.

#1302
206 Manzanita Way trail: Oleanders are planted along the fence in the trail right-of-way. Eldona concerned about them, and we discussed ways to deter property owners from planting poisonous plants on trails in the future.

**Future Steps:** Sean will add notes to the permits, for fencing along trails, regarding poisonous plants.

Sarah said UC Website has published info about plants that are poisonous.

**Town will work on trail improvements at this site.**

**PRIORITIZATION SUGGESTED IN 2019 OF TRAIL PROJECTS:**

- **#1 1172 FOX HOLLOW**
- **#2 1137 MARVA OAKS**
- **#3 1098 EMERALD HILLS**

Discussion about Emerald Hills trail development: Proposed Jefferson trail to Godetia will require capital funding for construction. Some of the proposed trail would be steep but could be built with switch backs. Sean suggested Town could begin work on sectors that are "easy" to improve. Maggie said some of those sections may not go anywhere and would like to see the connecting sections of trail be solved first. The trail that would be built within subdivision properties along Jefferson and Godetia is currently on hold with the planning commission as a feasibility study needed. In a status to be determined.

Agreed to keep Emerald Hills trail on the list, though it may be in a holding status.

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**Metal detection on trails:** Sean said the Town Crew will start metal detection in trail maintenance activities going forward

**Trail Cleanup:** Ann has done some research on high school volunteer projects to clean up trails. There is an "Adopt a Trail" program that could include some Woodside trails. Sean will explore liability forms needed for High Schoolers filed with the Town and he will add this item to the Council Agenda next month for discussion.

Sean will combine #202 (cleanup) and #10118 (metal detection) on the Trails project list. Sean will coordinate activities and Ann and Kim agreed to assist with the schools.

**#7015 Locked gate**

Rick reported there is a lock on the gate at 133 Old La Honda Rd. But it isn't actually locking the gate closed. Maintenance needs to be done on the easement which includes trimming the brush along the gate.

**#203, #204**

Kurt is no longer on the committee and his name needs to be removed from projects 203 and 204. Reno lives by the Olsen Preserve, #204, and Maggie suggested he be assigned to work on this project.

**#1111 Portola Road to Wunderlich**

Sean reported the Town is working on a new bridge to be built on Portola Road by Summer 2021, and it is fully funded. Plans for 4 foot shoulders built for multi-use pedestrian/equestrian on both sides of the bridge.

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Rick brought up a problem at 280 Mountain Home Road where they are cutting a new driveway through the trail, and they "coned" off the trail for use.

Sean said he will look at it and discuss with property owner to re-open the trail.

**2. TRAILS COMMITTEE LIAISON TO EQUESTRIAN HERITAGE COMMITTEE**
3. TRAILS COMMITTEE LIAISON TO CIRCULATION COMMITTEE
   Maggie discussed with Kevin about having a joint meeting of Trails Committee and Circulation Committee. She expressed concern that the circulation committee members don’t have enough exposure and understanding of the Trails Committee ideas and issues.
   Maggie will attend their next meeting and ask for a “special joint” meeting be planned.

4. COMMITTEE DISCUSSION - PROTECTION FOR TRAILS EASEMENTS
   It is an ongoing issue. Don suggested a “proactive” approach to inform owners when they submit for building permits.

5. MARVA OAKS MOTION - KIM HANSEN
   Motion: Kim made the motion that we create the new trail on Marva Oaks, and Kevin puts it on the action list.
   Motion passed unanimously
   Next step: First discussion with Kevin Bryant about it and then this new trail proposal to be presented to Town Council for approval.

NEW BUSINESS:

6. CROSS WALK AT PORTOLA AND SAND HILL ROAD
   It’s San Mateo County jurisdiction. (Keep on the Agenda next month)
   Committee thinks this is an excellent idea for a safe crossing
   Motion: made by Don Pugh, seconded by Holly Nash: Request Town Staff contact the County to request a crosswalk.
   Action: Sean will contact the County to request a cross walk be installed.

7. TRAIL COMMITTEE BROCHURE - NO DISCUSSION

8. SAFE ROUTES TO SCHOOL:
   Sean report: A new trail completed from the Bridge to the Fire Station on Woodside Road...for pedestrians on the road level, horses can continue on the higher trail and/or use the lower trail. Intersection at Albion/Canada done. New horse barrier Laning and Canada.

9. SLIPPERY DRIVEWAYS
   NEW asphalt driveways are always roughed up...not a slippery problem. Kim noted that no driveways on Canada that were reported as slippery are done.

   In January meeting this Driveway issue will be included on Agenda

MEETING ADJOURNED AT 5PM

Next Meeting January 10, 2019

Draft of Minutes submitted by Elizabeth Caselton

The meeting was Adjourned at 4:35 pm

Respectfully submitted by Elizabeth Caselton.