

SVBC Trail Adopter Guidebook

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3. Safety/ Training ([Forest Service Handbook](#)), ([Tailgate Safety Form](#)) ([Emergency Response Sheet](#))
4. Tool Use and Management/Reporting
 - a. Reporting
 - i. [Trail Hours](#) Reporting
 - ii. [Tool Checkout/In Calendar and Comments](#)
 - iii. Optional; [Avenza Maps App](#) Download the app (free). Purchase the Nat Geo Map.
 - iv. You are encouraged to post to the group email and on the SVBC Facebook page when you do work. Let us know with pics and updates!

Section 1: Welcome and Scope of Work

Thanks for joining the trail adoption program! This your opportunity to take some stewardship of the trails you and others ride regularly. The goal of the program is to keep trails more rideable and enjoyable throughout the year. A regular maintenance program makes the work and riding go easier!

Scope of Work:

- A. **Manage Expectations.** We recognize trail work can become overwhelming if you don't know when to stop. Follow this mantra for what to remove: ***Does it Stop You, Grab You, Is it New, Block line of Site?***
- B. Your goal is to keep the trails open with three main work sessions a year. You organize your session how you like.
 - a. Clearing deadfall.
 - b. Brushing/ Cutting back growth including, saplings, briars, and anything that impedes riding and safety.
 - c. Some light drainage clearing.
 - d. Leaf raking: Drainages and heavy leaf collection areas.
 - e. Reporting work done.
 - f. https://docs.google.com/forms/d/e/1FAIpQLSdd1dtjFsztaEG5KjL5h7V6y91nv-9n1iQaikeq96PdFMI_fg/viewform

- C. Tool care.
 - a. Checking in and out.
 - b. Reporting Tool Issues.

- 1. **Three Brushings/ Sweeps a year:** Provided is a general time frame. Some trails have different growth patterns and require different tools. We will try to give better specifics for each trail. This is a learning process so please communicate what you learn about the needs of each trail to help us plan better expectations for the future.
 - a. **March:** Tools: Chainsaw, Machete, Leaf Rake, Garden Rake. Early Spring for a post winter sweep of the trails. This will involve mostly chainsaw and clearing of branches. May involve drainage clearing.
 - b. **June-July:** Early Summer: Tools: Weed Eater (Brusher), Chainsaw, Leaf Rake, Machete. This will involve a brusher to clear early season growth. A Machete for management of larger diameter material.
 - c. **September:** Tools: Weed Eater (Brusher), Chainsaw, Leaf Rake, Machete, Garden Rake. This will involve a brusher to clear early season growth. A Machete for management of larger diameter material. Drainage Clearing.
 - i. **Please don't!!**
 - 1. Alter the course of the trail.
 - 2. Build features on the trail.
 - 3. Create new trail.

Section 2: Contacts

Harlan Price: Trail Adoption Program Manager: harlan@takeaimcycling.com
Main Contact. Generally you should contact Harlan first.

Kyle Lawrence: President of SVBC: lawrence.kyle.d@gmail.com

Marshall Hammond: Tool Maintenance: hammondm1227@gmail.com

Thomas Jenkins: Tools Kept at his house: tj@shenandoahbicycle.com

Section 3: Safety/ Training

Safety Concerns:

- A. Sharp tools

B. Environmental: Weather, Bees, Snakes, Ticks, Bears

C. People: Crew fatigue, training, organization

1. **Safety and Training**

- a. **Safety:** Each person in a work crew will be provided and be expected to use personal protection devices appropriate to the task they are performing. PPE supplies are in Enclosed trailer.
 - i. Motorized equipment:
 1. Hearing and eye protection at all times.
 2. Chaps for chainsaw and brusher.
 3. Wear long pants and closed toed shoes at all times.
 - ii. Hand tools are sharp. Be aware of your surrounding and fellow crew when swinging tools.
 - iii. Be aware of hazards in the forest.
 1. Animals: Poisonous snakes, bears, and ticks are the most common hazards.
 2. Poison Ivy is prevalent in the forest. Learn to identify it.
 3. Bees, wasps, and ground hornets are common. Warn people in the work party and be sure they carry any medications they need for managing allergic reactions.
 - iv. Emergency Action Plan:
 1. What will you do in case of an emergency?
 2. Call 911 if you have service. Have an exit plan.
- b. **First Aid:**
 - i. A first aid kit will be available in the tool trailer and should always be present during trial work.
 - ii. It is recommended that there always be someone at a work day First Aid Certified.
- c. **Training:**
 - i. Before operating any motorized equipment you will need to be signed off as trained by someone currently approved to operate them.
 - ii. Chainsaws: To operate a chainsaw in the National Forest you must be certified through a chainsaw class.
 - iii. Hand tool use and maintenance: Learn good techniques for handling tools.
 1. Personal space awareness.
 2. Work with tools close to body. Avoid swinging them behind you.
 3. Recognize dull tools and either get a sharp one or fix the one you have.
- d. **Crew Suggestions:**

- i. Three people working efficiently can clear a lot of trail. A brusher, a swamper with a rake (clearer of cuttings) and a finisher (someone with a tool to cut bigger things the brusher can't get).

Section 4: Tool Use/ Management/ Reporting

A limited amount of tools will be available. It is always nice to own some or all of your own tools to make the management of tools easier.

Try different tools and learn which you like best for the job. Your first couple work days will be a big learning period and you might want to bring a wide variety of tools to have options.

A. Tool checking in/out and maintenance.

- a. Current location for the tools.
 - i. At Thomas Jenkins House. 375 E. Wolf St. Access the trailer from alley off of Myrtle St. Combination is "2010"
- b. It is important that if you check out tools that you return them as soon as you are done with them so others can use them.
- c. Please Fill Out the Checkout form. Right click on a date to add comment. Check in or out there. Put notes below. There are tabs for each month.
<https://docs.google.com/spreadsheets/d/1NzEf0E0-UnBxzntG5HrJnIZNVTYkWiiMvSfqVruMf5c/edit?usp=sharing>
- d. Your notes will help us learn more about what it takes for us to maintain these trails. Please note anything that seems special to your trail.
- e. Put tools in the to be repaired section of the tool trailer if they are in need.

B. Main tools needed for work:

- a. Hand Saw
- b. Loppers
- c. Leaf Rake
- d. Brusher (Weed eater with blade attachment.)
- e. Chainsaw (14" bar)
- f. Garden rake/ possibly hoe for drain cleaning.

C. Crew organization:

- a. **Crew Suggestions:**
 - i. Three people working efficiently can clear a lot of trail. One or two on point with power tools and others bringing up the rear with hand tools who

can clear cuttings as well as cut things not optimal for the brusher or chainsaw.

- ii. The more people you have the more you can do. Arrange crew so they are not overlapping each other for safety.

D. Reporting:

- a. Use the [Google Calendar](#) to indicate the days you plan to check out the tools, that you checked them in and out, and any notes you had.
- b. Use the [Trail Work form](#) to record who and how much time was spent doing trail work.
- c. You can use [Avenza Maps App](#) to drop pins on places that require Chainsaw work or might need more significant trail work done. Document problem areas and places that seem to be getting worn through extra use. This is optional but is a really useful mapping app in general. It's a GPS/PDF map so you can have on your phone the exact copy of the Nat Geo Paper Map but know where you are on it even without service.
- d. Email us and post on the SVBC Facebook page when you do work. Let's let the community know! Pics of the work or the crew are always welcome! This will help get others stoked on the program and maybe we get more people next year.

Trail Maintenance Definitions:

1. **Brushing:** Using a weedeater with string or a brushing blade. Cut back new growth that encroaches or will soon encroach into the visual and physical path of the trail user. This may mean cutting 1-3ft back from trail edge where needed.
2. **Chainsawing:** Cutting out fallen trees.
3. **Drainage clearing:** Trails are often out-sloped in order to allow water to drain. Over time, organic and other material will collect in the low spots and create a dam that holds water. These drainages need to be raked out so water can flow off the trail. A garden rake is a good tool for this job.
4. **Rock clearing:** With time rocks will come to the surface and present a loose surface as they roll under your wheels. Loose rocks that are not planted in the ground may be kicked off trail.
5. **Leaf Raking:** Used to make sure cuttings from brusher or machete are swept off the trail. This is not necessarily about raking all leaves off the trail.

Thanks everyone!!! Feedback is welcome! It helps us improve!

