

Greater Minnesota Regional Parks and Trails Commission

Minutes for January 23, 2019

Sartell Community Center

850 19th Street South

Sartell, MN 56377

APPROVED

Commissioners in Attendance: Chair Tom Ryan, Tim Kennedy, Tim Engrav, Rita Albrecht, Bryan Pike, Brad Bonk, Peg Furshong, Marc Mattice, Barry Wendorf, Rick Anderson

Commissioners Absent: Tom Schmitz, Tom Stoa, Jannik Anderson

Consultants Present: Renee Mattson, Executive Director, Joe Czapiewski, System Plan Coordinator, Margy Hughes, Administrative Assistant

1. Meeting called to order at 10:08 by Chair Ryan

- 2. Consent Agenda:** Approval of Minutes of November 28, 2018 and Agenda for January 23, 2019. Corrections to Minutes for the misspelling of Commissioner “Engrav” in Motions under 8.1 and two in 8.4. Omit the “e” at the end of Engrave name.

Motion by Pike to approve Minutes of November 28, 2018 with corrections.

Second by Bonk

Motion Approved

Motion by Mattice to approve Agenda for January 23, 2019

Second by Engrav

Motion Approved

Treasurer’s Report by *Mattson* Through Month 5 of 12, \$151,384.92 has been spent of the \$399,000.00 budget. Remaining, \$247,615.08.

Motion by Wendorf to approve Treasure’s report through November 30, 2018.

Second by R. Anderson

Motion Approved

3. Acknowledge Members of the Public in Attendance: None in attendance.

- 4. Executive Director’s Report** *Mattson* Report for December 2018 and January 2019. Legacy Advisory Committee activities has been active for all three

agencies. Paul Purman is the DNR staff member assigned to the committee. Research projects for 2019: Street Light Data/ The Met Council has experience with this data collection. We are exploring potential use for trail data collection. A demonstration is scheduled for February 14. State Fair 2019 planning is under way, and I will be calling for volunteers early in the summer. Working on a 2019 Work Plan. Two new seats on the LAC need to be filled. Applications were reviewed and were presented to their agencies for approval. 2019 Legislative Session Meetings have been held with: Rep. Leon Lillie-Chair of Legacy Finance, Rep. Ami Wazlawik-Vice Chair of Legacy Finance, Senator Carrie Rudd-Chair of Environment & Natural Resources & Legacy Finance, Senator David Tomassoni, and Senator Bill Ingebrigtsen-Chair of Environment & Natural Resources Finance. Upcoming Meetings: Rep. Liz Olson-House Majority Whip, Rep. John Persell-Chair Environment and Natural Resources Finance, Rep. Josh Heintzeman-Legacy Finance. District Planning Committee Administrators Meeting *Czapiewski* and *Mattson* met on December 12 with the five DPC Administrators in St. Cloud to review completed work and discuss the 2019 work plans. Legislative Piece 2018 On January 15, 2019, *Mattson* made in person deliveries of the piece to all the committee members. There was extremely helpful feedback provided for improving and enhancing the piece. 2019 Bill Introduction We have four bills authored for the 2019 Legislative Session: **1.** Appropriation for FY20 and Fy21 funding recommendations, **2.** Appropriation for FY20 and FY21 for line item operating funds, **3.** Appropriation for Local Recreation Matching Grants in FY20 & FY21, **4.** Appropriation splitting funds above a certain ceiling amount equally among the three fund partners (this bill will not be introduced immediately as talks with the partners about a working group are in process). Mountain Bike Standards for Construction Committee *Czapiewski* and *Mattson* met to discuss the make-up of the committee, and members include: MN DOT Rep (will be assigned by Tim Mitchell), DNR rep-Trent Lugar-Senior Landscape Architect, Commissioner Tim Kennedy, ETeam/LAC member-Kathy Bergen, Duluth Trails Specialist-Jim Shoberg, DPC 1 member-Nate Eide, Detroit Mountain representative. The plan includes a kick-off meeting with the Committee and Jake Carsten and Aaron Rogers from Rock Solid in February, a conference call mid-work and a final meeting in May/June.

- 5. System Plan Coordinator's Report** *Czapiewski* Report for December 2018 and January 2019. DPC Administrative Support *Mattson* and I met with DPC Administrators in St. Cloud and they shared some of the tools and techniques that worked well for them, discussed the Trails mapping project and how to collect that data, priorities and timelines for 2019 include completing the District vision, contributing to the statewide trails mapping project, continuing select outreach and DPC member recruitment efforts and holding meetings in

February, April and September. District Strategic Initiatives **Paved Trails:** Each DPC Administrator is reaching out to the counties and some cities in their regions for GIS data about existing, in progress, or planned/dreamed about trails of all types. DPC 3-4 Admin Jillian Reiner is serving a central role in this process, having used D3 as a pilot. She has created the base map that will be replicated in the other Districts. We will be using the new cloud storage on the website to house all of the GIS and map data collected. **Mountain Bikes:** Karen Umphress is actively collecting data on Mountain Bike facilities across Districts 1 and 2. Outreach and Planning Assistance Requests for assistance or information about designations and Master Plan development have been picking up. I am starting to look at a cutoff of the end of the end of January for submissions for an E-Team meeting in February. We will have at least one new application and one Master Plan update. We are also beginning outreach to a few unsuccessful funding applicants in preparation for next year. On-Site Reviews Technical assistance meetings and site reviews were held with the following agencies/facilities: **1.** Otter Trail County Trails/ The County confirmed that the Battle Lake to Ashby trail is not their next highest priority – the trail from Fergus Falls to Maplewood State Park connecting the Glacial Edge Trail to the Perham to Pelican Rapids Trail is next. **2.** LeSueur County/Lake Washington Park/ This is a designated facility that has been through a fairly thorough Master Plan update for over a year. The change in the design concept and amenities is significant and will require a complete re-scoring. **3.** Blue Earth County Parks and Trails/ This county has previously submitted three park and one trail application in 2015, which were all ranked medium. GMRPT Commission.org and Data Management System (DMS) Development/ An initial meeting was held with our DMS consultant, Full Circle Group. Work is beginning on Phase III, which will include a variety of updates to existing functions as well as improved inter-operability between various modules. The update to the GMRPT website is complete. Strategic Plan Update/ We met with the Strategic Planning committee to discuss the planning process, information and analysis, and establish next steps. Funding Application Updates/ We met with the Funding Guidelines and Criteria committee to discuss and review potential updates following the 2018 funding application cycle. Also, *Czapiewski* mentioned to the Commission that if they are aware of anything in the works, to let him know.

- 6. Items from Members and Letters to Commission** *Pike/* There is activity on the Northland Arboretum and he has encouraged them to get the work started if they are looking for Regional Designation. *Engrav/* St. Louis County & Koochiching County have trail plans in final draft form. IRRRB has pledged \$2.3 million for OHB Trails with several projects in North Central St. Louis County.

IRRRB has also pledged \$3 million of Mountain Bike Trail projects over the next three years. **R. Anderson/** Morrison and Lincoln County are grateful for the dollars they received from us so they can get their Master Plans done professionally. **Wendorf/** After being awarded a Park Legacy Grant in 2018, Isanti County closed on 150 acres, added to the Irving & John Anderson County Park bringing this to a total of 404 acres. A successful Fat Bike race was held on January 12, 2019, in Isanti County at Springvale County Park. **Albrecht/** Roseau area Watershed District Administrator along with Roseau County would like to develop a water conservation trail. She advised them to make a contact with Czapiewski. **Bonk/** Had email exchange on the Battle Lake to Ashby Trail Corridor. This is an Agenda item for today. **Kennedy/** There is currently competition among the trail builders. On May 30, 2019, IRRRB will be hosting a Summit in the Duluth area regarding status of Mountain Bike trails. IRRRB has committed to funding of trails for eligible Districts. This Summit is most needed and will take place the day following the GMRPTC May meeting scheduled for the Duluth area. **Mattice/** The cities of Otsego, Monticello and Clearwater are working on a planning initiative for a trail from Hennepin County's, West Mississippi River Trail, to Stearns' County, Beaver Island Trail, to tie in with Wobegon Trail. Xcel Energy is at the table with this. Schools in the Park's Programs in Stearns County and Wright County have taken on the funding to continue the Park's Programs in the schools that we funded. There are a number of Mountain Bike Trails. There are State contracts out for nine of the best trail builders. Did Blue Earth County submit for a Designation? Reply by Czapiewski, "Yes, they did". **Ryan/** This tentative Commission meeting schedule has been set for the remainder of 2019: **February 27**, No Meeting; **March 27**, on or around Lake Byllesby in Goodhue County, the same day as Parks & Trails Council; **April 24**, Brainerd, with LAC the 28th; **May 29**, Duluth Area. (5th Wed) day prior to the Mountain Bike Summit meeting in the Duluth area; **June 26**, Hole in the Mountain; **July 24**, Bemidji; **August**, no meeting, State Fair volunteers needed; **September 25**, Lac qui Parle; **October 23**, Sartell (joint meeting with ETeam); **November 27**, Sartell; **December**, no meeting.

- 7. Old Business: Battle Lake to Ashby Trail Designation** Designation has been discussed several times. *Czapiewski* recommends to not Designate at this time. The county confirmed that this is not their next highest priority. There are other priorities in areas to be considered. This is a trail rich area. Does not rise to the level of what we are looking for at this time. We may in the future find that it is not going anywhere. There were particular criteria that were served well but other criteria not as well. *Anderson* Questioned whether there was O & M in plan. *Mattice* Criteria does not have Operation & Maintenance in it.

Motion by Pike to not advocate Designation at this time for Battle Lake to Ashby Trail

Second by Wendorf

Motion rescinded by Pike

Motion by Kennedy to remove the tabling of this project off the table so we can have discussion

Second by R Anderson

Motion Approved

Motion by Bonk to table the discussion until continued planning from District 3 speaks to the completion of Bike Trail planning

Second by Pike

Motion Approved

8. New Business:

8.1 Strategic Planning Session *Czapiewski* outlined the process that will follow the three general phases of Inform, Decide, and Implementation. He introduced the plan for the 4 subcommittees to initiate discussion for the Strategic Planning Process Overview. Each committee will start by answering the following questions for each theme: **1.** What is the issue(s) we need to solve or direction we need to set with this theme? **2.** What information is reasonably needed to make a recommendation? **3.** What are the next steps toward completing this theme? Five Themes were presented but only the first 4 were divided into committees. **Theme 1:** Classification and Criteria; **Theme 2:** Definition and criteria of "Regional" communities; **Theme 3:** Definition of Regionally Significant trails, particularly Non-Motorized; **Theme 4:** Criteria for Master Plan evaluation(beyond classification); **Theme 5:** Updates to scoring criteria and system. Four subcommittees were made up from the attending Commissioners. (Theme 5 was not discussed at this time) Each of the four subcommittees gathered to discuss their particular Theme. Each Theme had Special Considerations to assist them with their discussion. Each subcommittee reported back to the group along with written notes turned in at the end of the discussion period. A complete set of all the notes will be shared with all the Commissioners. Theme 5 will be a topic that the entire Commission will discuss. It is suggested that continued work by the Commission be ongoing not only at the March meeting, but possibly needing additional meetings, phone conversations or other exchanges. There could be some research, outreach and surveys.

8.2 Funding Criteria Update 2019 Proposed updates for Funding Guidelines and Criteria from the January 2018, document of the Greater Minnesota Regional Parks and Trails Commission were reviewed by *Czapiewski*. Committee of Czapiewski, Mattice, Wendorf and Kennedy. On page 2, under Applications Requirements, #2., the Four Pillars are listed. Do we need to provide clearer definitions of each pillar for both planning and reporting purposes, particularly Connecting People to the Outdoors? On page 3, the section for Scoring Criteria, item 4. Addition at the end of the sentence, or provides significant recruitment, retention or reactivation of outdoor recreation participation. On page 3, the section for Criteria for Connecting People to the Outdoors Projects, first bullet, addition to the end of the sentence following the word “users”; identifies projected number of active and potential program participants. Addition of one more criteria to the section for Criteria for Connecting People to the Outdoors Projects; Does not supplant existing local funding for existing programming. Addition of the following 2 ineligible expenses for Ineligible Park and Trail Projects and Reimbursement Expenses; Maintenance equipment, Improvements to highways or roadways, including but not limited to lighting, striping on street/road routing and shoulder work

Motion by Furshong to accept the recommendation for changes for funding criteria updated 2019 with Czapiewski reworking the last item to include suggestion pertaining to bicycles

Second by Pike

Motion Approved

8.3 Legacy Advisory New Member Approval *Mattson* reported that a total of eight terms were up and six eligible were reappointed. There were 42 applications. The two new members selected from the applications were Cecily Harris for the DNR seat and Ad Hoc member Matthew Lindaman.

Motion by Kennedy

Second by Furshong

Motion Approved

8.4 Updated GMRPTC Website Review *Czapiewski* reported that members need to become familiar with the updated GMRPTC website. In the future, materials for upcoming meetings will be located there.

9. Consent Agenda Approval of December and January Expenses

December Consultant and other expenses	\$44,758.82
January Consultant and other expenses	\$29,597.35
<u>Commission Expenses</u>	<u>\$2,103.72</u>
TOTAL	\$76,459.89

Motion by Mattice

Second by Engrav

Motion Approved

10. Next Meeting and Agenda Items:

No meeting in February

March 27, 2019, Location TBD in District 6 in or around Lake Byllesby in Goodhue County. Same day as Parks & Trails Council