



## Greater Minnesota Regional Parks and Trails Commission

Minutes for April 24, 2019

Northland Arboretum

14250 Conservation Drive

Baxter, MN 56425

**APPROVED**

**Commissioners Present:** Tom Ryan, Tim Kennedy, Tim Engrav, Bryan Pike, Peg Furshong, Brad Bonk, Rick Anderson, Tom Stoa, Jannik Anderson, Rita Albrecht

**Commissioners Absent:** Tom Schmitz, Marc Mattice, Barry Wendorf

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

- 1. Meeting Called to order at 10:00am by Chair Ryan** *Ryan* brought to the attention of the Commissioners that **Executive Director Mattson's** contract will expire in June. The process that will be used as a result of the discussion that took place by the Commissioners will be as follows:

- Commissioners will receive a copy of the current contract along with Mattson's goals and objectives
- Commissioners will send contract comments to Chair Ryan no later than May 10
- Executive Committee will meet and provide an update on the contract at May 29th meeting
- Agreement on contract by the June 26 meeting

*Stoa* inquired of *Mattson* if she was interested in having a new contract. Yes, *Mattson* is interested in continuing.

- 2. Consent Agenda:**

Approval of Minutes of March 27, 2019, Treasurer's Report and Agenda for April 24, 2019, with two edits, move agenda item 8.6 to 8.2 and move item 8.7 to 8.1 Treasure's Report through March 31, 2019, Month 9 of 12, has a remaining balance of \$107,302.46 from starting budget of \$399,000.

**Motion** by Pike  
**Second** by Engrav  
**Motion Approved**

3. **Acknowledge Members of the Public in Attendance:** **Ben Anderson**, Stearns County Parks Department, **Rob Mason**, DPC 2 member, City Administrator for East Gull Lake, and **Vicki Foss**, Executive Director of Northland Arboretum who extended a welcomed to the Commission and shared an overview of events and goals of the Arboretum.
4. **Executive Director's Report** (See attachment ITEM 4 for this report by *Mattson*) *Pike* inquired of *Mattson* if she would clarify, "ballot initiatives" that Trust for Public Land speaker Will Abberger mentioned. *Mattson* noted, speaker Abberger said that there are ways of assisting local government entities seeking "ballot initiatives" for park and trail projects.
5. **System Plan Coordinator's Report** ( See attachment ITEM 5 for this report by *Czapiewski*) *Pike* mentioned to the Commissioners that it might be helpful to reach out to folks in the District to be aware as citizens to become involved in the activities and workshops in their Districts in an attempt to increase attendance and support. The DPC 1 workshop in Duluth on April 23 had a low attendance. (Entire System Plan Coordinator's Report is available as an attachment to these minutes.)
6. **Items from Members and Letters to Commission**  
*Kennedy* the agenda for the May 30, 2019, Mountain Bike Summit event to be held at the Minnesota Discovery Center is now available.  
*Bonk* The start to the second part of Brophy Park construction has begun and aims to have completion by the end of the summer.  
*Engrav* suggested that the Commission reach out for support for the DPC workshops still to come in an attempt for good attendance.
7. **Old Business:**
  - 7.1 **Strategic Plan Update** Directions given by *Czapiewski* for moving into the four original small Theme groups. In the discussions, some guidelines that were suggested to use were: Where are we, What are the next steps, What direction are we taking this to keep the process moving? After 30 minutes, each Theme group reported back with their suggestions for possible changes as well as support for the strengths of the Strategic Plan. *Czapiewski* reported that this process of the Theme group discussions is working. September, October, and November will be targeted as data collection phases, and the January, 2020, meeting is set to have the updated Strategic Plan.

## **8. New Business:**

**8.1 Lake Wobegon Trail Funding Change Resolution** *Mattson* recommends this request. There are no changes to dollar amounts, but the requested change will allow awarded grant dollars to be used to rehabilitate some 20-year old trail sections. Stearns County used TAP funds that the original grant award was for, thus allowing for this requested change to the project.

**Motion** by Engrav

**Second** by Furshong

**Motion Approved**

**8.2 D1&2 Trails Survey** *Czapiewski* presented an update on the report. Currently, we will keep to the deadline set for June 30, 2019, and we will see how it continues to develop. We are finding a lot more trails in District 1 than in District 2. When Karen Umphress has a chance to clean up this information, we could host mapping through our system. *Engrav* commented that it would be a great benefit if we could have GIS online. *Pike* mentioned that there are a variety of types mountain bike trails that are used

**8.3 Customer Service Survey** *Czapiewski* Presented a sample survey that he and *Mattson* developed. It is a 10 question survey. *Czapiewski* made several notes for edits that came as suggestions from the Commissioners. *Czapiewski* will bring this document back with edits to the next meeting. There was no action on this agenda item.

### **8.4 District Planning Committee Member Applications**

#### **DPC 2**

**Motion** by Albrecht to accept the application of Roger Landers

**Second** by R. Anderson

**Motion Approved**

#### **DPC 3**

**Motion** by Bonk to accept the application of Kristie Fernholz

**Second** by J. Anderson

**Motion Approved**

**8.5 Legislative Update** *Mattson* the request for General Funds application was made, but as of today, it is still not moving forward in a bill. We do have operating budget funds in our funding recommendation bill. The joint presentations with DNR and Met Council have been well received. There have been some very good

and thoughtful questions at these presentations. Education for our future needs and requests will begin in June during the out of session time for the next two years, *Mattson* will travel to meet with key legislators.

**8.6 Updated GMRPTC Funding Application Portal** *Czapiewski* reviewed the updated details of this portal.

**8.7 Mountain Bike Trail Construction Guidelines Update** *Mattson* presented a listing for the Mountain Bike Design Standards Team that included names and contact information. Additional information for this project will be available on Friday. The work by this Team will assist with the development of sustainable Mountain Bike Trails Guidelines and Construction specifications.

**9. Consent Agenda** Approval of April expenses

April commission expenses	\$2,866.80
<u>April consultant and other expenses</u>	<u>\$20,860.22</u>
<b>Total</b>	<b>\$23,727.02</b>

**Motion** by Pike

**Second** by Engrav

**Motion Approved**

**10. Next Meeting and Agenda Items:**

**May 29, 2019 Spirit Mountain Chalet (upper chalet, 9500 Spirit Mountain Place) with lodging available at the Canal Park Lodge.** (This is the 5<sup>th</sup> Wednesday as the Mountain Bike Summit will be the following day at the Minnesota Discovery Center in Chisholm.)