

Greater Minnesota Regional Parks and Trails Commission

Minutes for October 25, 2017

Sartell City Hall, Sartell, MN

APPROVED

Commissioners in Attendance: Vice Chair Tom Ryan, Rick Anderson, Jannik Anderson, Tim Kennedy, Keith Nelson, LuAnn Wilcox, Barry Wendorf, Peg Furshong, Rita Albrecht, Bryan Pike, Marc Mattice

Commissioners Absent: Tom Schmitz

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

1. Meeting Called to order at 10:07 by Vice Chair Ryan:

2. Approval of August 23, 2017 Minutes:

Motion by Kennedy

Second by Furshong

Motion Approved

3. Treasurer's Report:

Motion by Wendorf

Second by R. Anderson

Motion Approved

4. Approval of Agenda:

Motion by Wendorf after a request to have additional time on the agenda to discuss the funding applications

Second by Furshong

Motion Approved

5. Acknowledge Members of the Public in Attendance: Brad Hagemeyer, Minnesota House of Representatives; Janell Taylor, Minnesota House of Representatives; Karlin Ziegler, Olmstead County Parks.

6. Vice Chair Ryan Report/Update:

After discussion nominations for Chair, Vice Chair, and Secretary Treasurer will be held in January. Nominations for the positions will be taken at the December Board Meeting. Voting will be by ballot at the January meeting.

Ryan the membership meeting with GMP&T was attended by Commissioners Ryan, Wendorf, Pike along with Mattson and Czapiewski and included a discussion about the 40-40-20-split. Give this some thought as everyone is jockeying for a position. Do you want time for making comments, if so, send Ryan a text or notice with your needs/concerns for future conversations? **Wendorf** Requested that the November

meeting Agenda will include a generous amount of time for the important discussion on the application requests. Hopefully, the November meeting will include Agenda items that are only necessary to be included, thus allowing ample time for this task.

7. Executive Director's Report: Mattson Deferred her report as it is primarily relevant to the agenda items that follow.

8. Items from Members and Letters to the Commission:

Kennedy Attended the Grand Opening for the Sunrise Prairie Trail from North Branch to Forest Lake and complimented the quality of the trail. **Furshong** Attended a meeting at Lac qui Parle County group and a Granite Falls meeting for, "Design Granite Falls". Also, complimented Woodville to Granite Falls Trail.

There was a discussion of the meeting minutes and the consensus was to strive to capture the intent of the Commission in broad terms rather than the extreme detail as has been the practice.

9. System Coordinator's Report: Czapiewski Reviewed the guidelines for the funding applications. The deadline for RFP for DPC administrative assistance is October 31. Related to Phase II of the portal update, conversation took place regarding the online Application Portal, Commissioners were generally pleased with the review process and the way the portal functioned. Necessary information on the ongoing maintenance for the funded project should be more clearly defined and agreed to by the applicant. Should we add this maintenance information item to the application even though it was in the Master Plan? Would this strengthen the application. This would ease a person reviewing the applications from needing to research that information within the Master Plan as well as reinforcing this need. Are they covered elsewhere with the project and not necessary to include the cost with the project. Could it be included and mentioned as, "Projected Maintenance Plan?" It was agreed that ongoing maintenance is extremely important.

10. New Business:

10.1 FY19 Funding Application Review:

Mattson:

Review of the scoring process for the funding applications.

- July 31 was the deadline for submission
- There are 19 applications submitted for review
- The applications were generally very good this round. We feel the workshops, the scoring system, and funding criteria helped with the quality of the applications
- Mattson and Czapiewski independently reviewed and scored the applications against the criteria, then shared their scoring results
- Every DPC also met and discussed the applications from within their district and gave a numerical rank
- Applications are reviewed at this time for the Commissioners.

Czapiewski presented each of the applications for view on screen. Discussion on each project followed. During the presentation, comments were made, as well as questions answered in relation to each project. Commissioners were asked to take notes and be prepared to continue the discussion at the November meeting. **Ryan Mattson** is being requested to send to the Commissioners the obligation we each have for reviewing the applications. **Mattson** Some options were made as to how to fund the projects with several suggestions. Some could be phased in? Some could be funded full? There are options to consider. **R Anderson:** Requested that Lyon County Garvin Park be removed from the list as the County has made other plans priorities. A current map of the designated projects, funded projects as well as those not funded will be put together for a clear picture. This will give the Commissioners and the Legislature the broad view of funding requests and funding recommendations. Consultants are asked to email to the Commissioners ahead of the November meeting with the projects and amounts of funding recommended. At the November meeting, we will hope to have a final discussion and decisions made on recommendations. Discussion took place regarding a concern about the ETeam looking at the applications and making their comments. But, the ETeam does bring some new views and insight for Mattson and Czapiewski to consider. The Consultants will consider the ETeam input and continue to bring their own recommendations to the Commission.

10.2 Designation Scoring by ETeam Additional Projects:

Czapiewski The ETeam meeting completed initial scoring on four applications with completed Master Plans.

Duluth Grand Traverse ranked High but the classification of Regional Trail the ETeam suggested should be a Special Recreation Feature Park and they are scoring as such and will come back later with a score.

Wright County Collinwood Regional Park scored 362.5, Joe needs to do an on-site visit yet.

Fergus Falls Glacial Edge Trail scored 339.5, Joe has done the on-site visit

Hole in the Mountain Park scored 360

None of these applications have gone back to the DPCs for comment and that must be done first before the Commission takes action.

10.3 Funding Split Position:

40-40-20 Ryan stated that he, Wendorf, Pike, Mattson and Czapiewski attended the GMP&T meeting where the split was discussed. Discussion followed. Do we fight for a change? Is the opportunity here? Or will we be in a worse position at a later date if the funding split is reduced? Should this body have a position on this at all? Is it a better path to seek our operating funds from the legislature as a line item in the budget, therefore putting our operating dollars into grant funds. Do we convey to our Legislators that we would like to be represented as, "leave old

money as old money, and new money above a certain dollar amount gets an equitable split among the three partners”?

Consensus was that the preference is to have the operating funds for the Commission come from within state budget, maintain the current funding allocation up to a certain dollar amount, and everything above that amount is split equally.

Motion by Pike

Take the Commission operating dollars from non-legacy funds, keep the 40-40-20 and have any increase above a determined baseline split equally between the partners.

Motion died for lack of second

10.4 Designation Appeal Process: Removed from Agenda for lack of time

10.5 ETeam Members Discussion/Approval

Have two applicants for the vacant positions. One will be the designated member and the other the alternate.

Motion by Albrecht

Select Kathy Bergen as ETeam member and Ron Bastian as the alternate

Second by R Anderson

Motion passed

11. Old Business:

11.1 Statewide Workshop Update: Removed from Agenda for lack of time

12. Consent Agenda:

September 2017

| | |
|---------------------|-------------|
| Consulting Services | \$19,685.95 |
| DPC Reimbursements | \$478.70 |
| Total September | \$20,164.65 |

October 2017

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|------------------------|-------------|
| Consulting Services | \$17,578.81 |
| Commissioners Expenses | \$2,346.33 |
| Margy Hughes | \$307.49 |
| Total October | \$20,232.63 |

Motion by Mattice

Second by Pike

Motion Approved

13. Next Meeting and Agenda Items:

Next meeting: November 22, 2017. Day before Thanksgiving, the traditional meeting date.