



Minnesota Regional Parks and Trails Commission

Minutes for March 27, 2019

Best Western Capital Ridge

161 St. Anthony Avenue

Saint Paul, MN 55103

APPROVED

Commissioners Present: Tom Ryan, Tim Kennedy, Tim Engrav, Bryan Pike, Peg Furshong, Brad Bonk, Marc Mattice, Barry Wendorf, Tom Schmitz, Rick Anderson

Commissioners Absent: Tom Stoa, Jannik Anderson, Rita Albrecht

Consultants Present: Renee Mattson, Executive Director (left after introductory remarks), Joe Czapiewski, System Plan Coordinator, Margy Hughes, Administrative Assistant

1. Meeting called to order at 10:03 by Vice Chair Kennedy

Meeting Goals | 2019 Goals Review/ *Czapiewski* reported on the progress to date on the Ten goals in the 2019 Action Plan that the Commission developed last year. Work on Mountain Bike Design Standards is progressing. Work continues with the DPC administrators to strengthen the District Planning Committees. Start of a phased statewide project to map ALL Trails is still being discussed at the Legacy Advisory Committee. Work continues by the Commission to educate officials on Legislative clarity regarding the 40-40-20 split. Branding has been done with a website update, development of a new logo and continued brand awareness. LAC members education regarding each of the agencies; DNR, Met Council, and GMRPTC continues. Workshops in the districts showing the traveling LAC exhibit pieces as well as showcasing successful projects has not rolled out through the LAC. Exhibit pieces were not appropriate for travel as hoped. Recognition letter annually calling attention to our work is a work in progress. Phase III Portal updates and refinements are close to being done. October, 2019, will have a Report to the Commission on the status of work system wide.

2. Consent Agenda

Approval of Minutes of January 23, 2019, Treasurer's Report and Agenda for March 27, 2019

Motion by R. Anderson to approve minutes of January 23, 2019, approve Treasurer's Report of balance remaining at \$169,492.69 through January 31, 2019, and approve consent agenda with the addition of Lake Brophy budget revision request.

Second by Mattice

Motion Approved

3. **Acknowledge Members of the Public in Attendance:** Brad Harrington, Wright County Parks and Rec. Department, Ben Anderson Stearns County Parks Department, LuAnn Wilcox, District 6 Administrator, Ross Greedy, District 6 DPC member

4. **Executive Director's Report** (See attachment ITEM 4 for this report by *Mattson*)

5. **System Plan Coordinator's Report** (see attachment ITEM 5 for this report by *Czapiewski*)
Czapiewski Also presented this addition to his written report: District workshop dates will be held in late April/early May and are planned as follows: **District 1**, May 3 or alternative April 23 at Spirit Mountain; **District 2**, April 29, location TBD; **District 3**, May 1, @ Kensington Rune Stone Park; **District 4**, April 18, location TBD; **District 5**, April 30, location TBD; **District 6**, May 9 at Austin Hormel Nature Center. *Czapiewski* will be investigating options that would enable the workshops in each District to be viewed electronically due to travel distances and time constraints to not be able to attend in person. *Kennedy* inquired about any knowledge that *Czapiewski* has regarding a time line for the completion of data collection for the Mountain Bike Planning project. *Czapiewski* informed that it is ongoing and hopefully will have soon. *Furshong* wondered if there was the possibility for DPC meetings to take place at other times than currently happening for some of the Districts due to time of day conflicts. *Czapiewski* will forward the inquiry.

6. **Items from Members and Letters to Commission** *Kennedy* sat in on a webinar addressing e-bike issues. Need to have some consistency to have with rules from community to community. Are there ways the Commission can be sharing ideas on regulation? Reminder for the Mountain Bike Summit on May 30 at Minnesota Discovery Center in Chisholm. Conversation is happening, and opinion is there needs a follow up and suggesting a plan or action should result from the summit. Commissioners are encouraged to be at the Summit. *Wendorf* Isanti is in the process of updating the Master Plan for Irving and John Anderson County Park. *Schmitz* Individual from the city of Winona reached out to and wants to have us review their project. *R. Anderson* Jillian Reiner and firm were hired for the design of the Twin Lakes Park and also Hole in the Mountain Park in Lake Benton on the Master Plan update. *Engrav* Amount of funding available from IRRRB is at

\$3.47 million for all types of trails in their service area. Some ATV clubs have been very active with a potential to add to the funding for related trails. Milaca has inquired about any follow up information about their city park. *Czapiewski* replied that no known activity at this time.

7. New Business:

7.1 Connecting People and the Outdoors Project Review:

Brad Harrington, Wright County Parks and Rec. Department, and Ben Anderson, Stearns County Parks Department, gave a detailed power point presentation along with information about the outdoor projects, the locations, the total programs and the number of participants throughout the two years of the project. Prairie Woods Learning Center based out of New London/Spicer, was their contractor, and one great benefit was the amount and variety of outdoor equipment that they possessed for use by the participants. Prairie Woods is able to move equipment to various locations, such as the mobile rock climbing wall. The schools nearby to the Parks were able to offer many activities. Common theme discovered was many students had never seen or been in the parks close to their school. Many of the schools have continued programs outside of the grant. Information has continued to be shared to schools as they wish to continue programs and want to work out the finances. An abundance of good reviews from the folks that were participants were shared with the Commissioners. Wright County is moving along on their own with County budget increases. Stearns County will be approached to include funding in their budgets. Historically, they have not had any funding but *Anderson* feels the success of these programs will be a catalyst to support funding in the County budget. Over the two-year period, covering both summer and school year months, the grant award of \$200,000, served 4,242 participants in 45 total programs. They had five Marketing events which included bringing their outdoor activities to add to local events in the area such as the Rock-Climbing Wall to St. Cloud for one of the Lake George evening music events. This local event brought 500 participants to their rock climbing wall program and were able to distribute literature about upcoming outdoor events along with t-shirt handouts. The Commission had the opportunity to ask questions as well as to compliment on the obvious success of the project and how it could be a model for future successful Connecting People and the Outdoors Projects.

LuAnn Wilcox and Ross Greedy from District 6 Planning Committee presented their Pilot Project Proposal for Connecting People and the Outdoors/ District 6. The pilot project will initially be centered in and around the City of Rochester, with the goal of subsequent expansion to the entire District 6 and eventually, statewide. The District 6 Planning Committee, in close consultations and in concert with Rochester and Olmsted County Parks departments, will provide oversight and assistance to a Project Manager of the commission's choosing. The DPC proposes the Project Manager as an

administrative position contracted by the commission. The project duration would be for 18 months, beginning with visitation research, program participation data collection and student surveys. The end product will be a report from the consortium to the commission with project results and recommendations. It would be able to compare the participation and programs of the first summer to the same for the second summer giving the opportunity for how programs work and what the expectations are along with identifying barriers that would indicate why people are not using outdoor facilities. *Wilcox* The budget request for the 18 months would be as follows: \$150,000 of which \$50,000 would be for staff and the Project Manager, \$50,000 for media use, and \$50,000 for program direct expenses and school travel. The Commissioners had several concerns/suggestions some of which were: do not run through the Commission operating budget, possible to have a Winona and Olmsted County joint funding application during our funding cycle, and possibly bring in the Met Council, DNR as partners. *Czapiewski* commented that we have a lot of flexibility to try things. *Kennedy* suggested that we think about this proposal with the possibility of Mattson, Czapiewski, and if possible, input from Ryan, Stoa, Kennedy and Furshong, to have a conversation, and come back on how to proceed and how to transition on all this at our next meeting. *Wilcox* finished her part of the presentation by saying she would like to see the Commission figure out how to get funding for connecting people to outdoors and monies to the cities and counties. She also suggested that applications could come through public health departments. *Wilcox* mentioned that eight states have Statewide Outdoor Recreation Co-coordinators and would like to see Minnesota have one. This proposal project could be a test in a small market.

7.2 Designation Application Review

Lake Koronis Park in Meeker County the Commission had some conversation that focused on what facilities were available and how regional this would be with other parks for this type of usage.

Motion by Pike to accept the ETeam rank of medium

Second by R. Anderson

Motion Approved

Bluffs Traverse in Winona Discussion from the ETeam comments followed and the Commission wants to be sure that the park would capitalize on all options of activities within the features of the park. There could be some suggestions by the Commission for some future enhancements to move it to a High Ranking. There is some designated funding monies for this project for this year.

Motion by Pike to accept the ETeam rank of Medium and come back with modifications to the plan.

Second by Bonk

Motion Failed

Motion by Furshong to reclassify Bluffs Traverse as, "Special Recreation Feature Park", and move to a rank of High

Second by Ryan

Motion Approved

Bend in the River Park, Benton County

Motion by Schmitz accept ETeam rank of Medium

Second by R. Anderson

Motion Approved

Stanley Eddy Park Reserve, Wright County Master Plan for Possible Designation

Motion by Schmitz to accept for Designation

Second by Bonk

Motion Approved with one abstention (Mattice)

Lake Washington Park, LeSueur Master Plan Update for new scoring

Motion by Schmitz to approve Update for new scoring

Second by Bonk

Motion Approved

7.3 Parks and Trails LAC Benchmark Review Held over for April meeting

7.4 Budget Resolution Revision from Douglas County for Lake Brophy

Motion by Furshong to accept the revisions as submitted in the budget

Second by Engrav

Motion Approved with one abstention (Bonk)

8. Old Business:

8.1 Strategic Planning Work Session *Czapiewski* referred the Commission to go back to the January 2019 Commission meeting to the four committees with each group discussing their one assigned Themes from the Funding Criteria Updates. These same committees once again had breakout sessions to revisit the new information and see if that answers any of their questions and how they might want to move forward. The goal in the breakout sessions was to come back with recommendations from your Theme committee. The updated March document included, in addition to the recommendations from the January 2019 meeting, conversations that took place during the last several weeks with other agencies;

DPC's, ETeam, Met Council and DNR. At the end of the 20-minute breakout sessions, *Czapiewski*, suggested that he would set up phone conversation conference calls with each Theme committee to understand what the committees are looking for as well as to decide what the next steps might be in this ongoing project.

8.2 Funding Criteria Update 2019 Referring to the Funding Guidelines and Criteria, January 2019, on p.2, area labeled ** Project Contract Deliverables Note**, the following was presented by Czapiewski: Provide as requested project status and final project reports to the DNR.

Motion by Mattice to add the change above and to request that the DNR forward all project interim and final reports to the Commission

Second by Wendorff

Motion Approved

In addition, that same area contained an addition to the requirement that currently reads, "NO funds may be expended until there is a fully executed contract." The addition reads as: Work on the SHPO and Environmental Review may begin prior to contact execution. Commissioner Furshong questioned the need to also include THPO (Tribal). Czapiewski will investigate to see if this is already included with SHPO. In the area for *Required Attachments* on p.3, Suggestion by Audrey Mularie, as amended by the Commission, to include: A site design for the project must be completed and submitted with the application, per directions included under "Map and Site Plan Requirements."
Commissioner Mattice will forward Czapiewski the site plan criteria (including ADA requirements) discussed by the Commission for inclusion in the guidelines.

Motion by Bonk

Second by Ryan

Motion Approved

9. Consent Agenda Approval of February and March expenses

February Consultant and other expenses	\$32,878.57
March Consultant and other expenses	\$24,520.39
<u>Commission expenses</u>	<u>\$2,707.41</u>
TOTAL	\$60,106.37

Motion by Mattice

Second by Engrav

Motion Approved

10. Next Meeting and Agenda Items:

April 24, 2019 Brainerd Northland Arboretum with lodging available at Arrowwood Resort.

There will be a tour of Milford Mine at 3:45 following our meeting. There is a LAC meeting on April 25 at the Arboretum and all Commissioners are invited to the meeting but need to respond to Mattson if attending.