



## Greater Minnesota Regional Parks and Trail Commission

Minutes for October 23, 2019

Sartell Community Center

Sartell, MN

APPROVED

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

**Commissioners Absent:** Tom Schmitz

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

**Evaluation Team Members:** Wayne Sames, Bob Bierscheid, Dennis Fink, Al Liefert, Ron Bastian, Kathy Bergen—phone.

- 1. Meeting Called to Order at 10:00 by Chair Ryan** Chair *Ryan* had these announcements. The election for the Executive Board will take place in January, 2020. Director *Mattson* will be contacting Commission members to inquire about their interest to serve on the Board, and also to see if Commission members whose terms will be ending at the end of 2019, are interested and willing to continue. These are three (3) year terms, terms are expiring for 7 members; *Engrav* and *Ryan* have already consented.
- 2. Acknowledge Members of the Public in Attendance** Nick Leonard, Ottertail County, External Relations; Karen Umphress, UP! Outside
- 3. Consent Agenda**  
Approval of Agenda for October 23, 2019, Minutes from September 25, 2019 and Treasurer's Report for August and September 2019. Budget remaining \$346,100.71, through September 30, 2019, month 3 of 12.  
**Motion** by R. Anderson to approve Consent Agenda  
**Second** by Furshong  
**Motion Approved**

4. **Mountain Bike Inventory/Mapping Project for District 1 and 2** Karen Umphress, UP! Outside, presented an updated report with the edits that were requested as a result of the discussion that took place at the July Commission meeting and review of the first draft. Additional questions and discussion took place as the project document was displayed by Umphress. Commissioners were requested to send their final comments/suggestions in bullet form by November 6 to *Mattson* and *Czapiewski*. **Motion** by Pike for *Mattson* and *Czapiewski* to work with Umphress and return back to the Commission for final approval at the November 27, 2019, meeting.  
**Second** by R. Anderson  
**Motion Approved**

5. **Evaluation Team Discussion** ETeam members present introduced themselves and *Czapiewski* led the discussion in this order: **1. Master Plan Evaluation; 2. Regional Trails; 3. Definition of a Regional Center; 4. Classification and Criteria.** The discussion began with **1. Master Plan Evaluation.** Comments and questions followed. *Bierscheid*, Why two tracks? Clarification of this occurred. *Fink*, Concern with using "Pass/Fail" and sending back to applicant. Discussion followed about this item. *Fink*, allow the ETeam to make some comments on a Master Plan for clarity then return to the applicant. *Bergen*, want to get a good product in the end, one that works for us and the customer. Give them clear direction on how to improve their Master Plan. We need some criteria for this, so we are consistent in how we score. *Czapiewski*, we need to have a phasing roll out of the new plan, so people aren't caught off-guard. *Lieffort*, too much in the category of **Management Plan**, it appears to be a catch all. Three are too many items under this heading. **2. Regional Trails.** *Kennedy*, want to prioritize and focus on the best experience. *Furshong*, some districts are more developed than others, so connectivity might be the most important. Geography and topography are also very important and vary widely in each district. *Fink*, connectivity is a big concern. Loops are important. But maybe there could be links within the trail. *Bierscheid*, where the trail is located is also of note, the Metro is all loop trails, people enter and exit from numerous points. *Sames*, the destination is important. A connecting trail is really a Regional Trail. You are allowing a Destination to happen. Regional Trails can be categorized in a number of different ways. There are differences in parts of the state and we need to have a bit of flexibility in how we look at this. *Bastian*, there are a variety of ways that an area can serve the requests of the users. *Bergen*, connectivity is important but now it seems there is a desire for loops and our current definition of Regional does not fully support that. *Ryan*, should we be recognizing more what loops are intended to do for trail sponsorship? Going back to the beginning. *Wendorf*, what we are finding is agencies are applying as Regional but yet depending on road right of way. Folks are looking long distance. Getting to connectivity. *R. Anderson*, natural resources in our area is corn we need to use road right of way for connection and trail development. We do not have land that we can create trails in scenic areas. *Bierscheid*, riders are looking to stay on trails and not roadways. *Kennedy*, use of connectivity to get to Regional classification. *Bonk*, there is a difference in areas of the states. *Furshong*, inventory in districts can help and it's filling a gap. *Lieffort*, can we get the

District Commissioners and DPC to bring forward suggestions of what they are thinking would be good for that area? *Czapiewski*, you will be seeing more information forthcoming. *Bonk*, could we ask DPC to prioritize the trails for their District? *Furshong*, trying to determine what Regional is can be subjective. Have them use metrics in the plan. An equity issue arises as Legacy dollars are granted. *Bierscheid*, there can be a park that is surrounded by several communities that can benefit from trails. *Sames*, water based facility can be significant for an area. Some level of flexibility needs to be happening. *Ryan*, asked the E Team if they would share with *Mattson* and *Czapiewski* any additional concerns that could be brought back to the Commission as they continue their work on the Update. *Sames*, this gives us some different criteria for how you are looking at River Trails. *Mattson*, we are not there. We keep talking and have good ideas. The location in the state is something that we can be considering. Maybe we do some wordsmithing for use with future. *Albrecht*, what are the natural resources or historic item(s) that make(s) it unique to that area? The discussion ended with the knowledge that the work for the Strategic Plan Update is still ongoing. Continued reports can be expected. *Ryan* thanked all the members of the ETeam for their attendance and contributions at today's meeting.

6. **Executive Director's Report** (See attachment **ITEM 6 Mattson**)
7. **System Plan Coordinator's Report** (See attachment **ITEM 7 Czapiewski**)
8. **Items from Members and Letters to Commission** Commissioner *Tim Kennedy* announced that he will be resigning from the Commission effective immediately (with regrets), due to personal family needs. The Commission thanks Kennedy for his years of continuous dedication, service and wisdom.
9. **Old Business:**
  - 9.1 **Designation Application Ranking for Mount Itasca 19-006D** *Czapiewski* presented the Designation Analysis for the facility under consideration for regional designation.  
**Motion** by Pike to accept the medium ranking of the Evaluation Team  
**Second** by J. Anderson  
**Motion Approved**
  - 9.2 **Master Plan Scoring for Designation of Jay C. Hormel Nature Center 18-009D**  
*Czapiewski* presented the summary of the Master Plan Scoring Evaluation.  
**Motion** by Engrav to Designate  
**Second** by Kennedy  
**Motion Approved**

**9.3 Funding Application Review II** *Mattson* and *Czapiewski* presented the second draft of the 22 applicants in the FY21 funding cycle.

**Motion** by R. Anderson to start discussion using Commissioner Engrav's Options list

**Second** by Pike

**Motion Approved**

Discussion of the second draft continued with consideration of the *Mattson* and *Czapiewski* report and the Engrav and Stoa rankings. After many options were discussed by the Commissioners, it was decided that *Mattson* and *Czapiewski* would bring a third draft of the FY21 recommendations to the November 27, 2019, meeting and it will be the first agenda item for that meeting. The Commission will be asked to review and provide comments to this redraft prior to the November meeting.

**10. Consent Agenda**

**Approval of October Expenses**

October Consultants and Expenses	\$47,134.58
<u>Commission Meeting Expenses</u>	<u>\$ 2,485.72</u>
Total	\$49,620.30

**Motion** by Mattice

**Second** by Engrav

**Motion Approved**

**11. Next Meeting and Agenda Item**

Sartell Community Center November 27, 2019

**Agenda item** - FY21 Funding Application Review, Third Draft

  
Chair – Tom Ryan

  
Date

## Greater Minnesota Regional Parks and Trails Commission Director's Report for October 2019

### FY21 Funding Application Review

Joe and I have been working with applicants to understand if phased projects are possible and other ways we might provide options to the commission that would fund more projects. We've worked on funding suggestions from Commissioners and will present information at the October 23 meeting.

### Legacy Parks and Trails Liaison Meetings

The liaisons had an interview with Aimee Gourlay from the Mediation Center for facilitation of the Funding Workgroup meetings. Aimee was impressive and clearly understood what we were seeking from a facilitator. Laura Preus from DNR has been steering the contracting process. We plan to hold the first meeting before the end of the year, the completion deadline is June 16, 2020.

### Mountain Bike Design Guidelines

The draft document has been provided to the committee for review and edit. The timeline for completion has been pushed back to the January commission meeting.

### Streetlight Data Meeting

Discussions about how the Streetlight data can be used for counting projects continues with the liaisons group. We have a meeting at the DNR Offices on Monday, September 23 to review a proposal that would see the liaisons partnering to hire a project research lead, with coordinating funds, to perform research across all three systems for 12-months. This could be extremely useful in our mountain bike research piece, as well as gaining a better understanding across our system of visitor counts, origination etc.

### Mountain Bike Collaborative

The second meeting of this group was held on October 14 in Grand Rapids. There was both good attendance and good progress at the meeting. Meeting minutes are attached for your review. We plan to meet quarterly to continue advancing the phasing planning; partners are on board for research and cooperative marketing.

I attended a meeting in Chisholm of the Laurentian Vision Partnership on October 16. The meeting is held quarterly with a focus to update various initiatives across the region. The meeting I attended centered on mountain biking systems with a panel of speakers on various related topics.

### Project Partner Visits/Assistance

Detroit Mountain Recreation Area is working on a revised project budget due to overruns on the cost of the tree house component of their funding application (16-031F). Sartell has a Legacy Grant dating back to the DNR distributing GM funds that may not be able to be used to do cost overruns.

### Minnesota Recreational Trail Users Association Annual Meeting

A nice drive (after the first snowstorm of the season which led to white knuckle driving) to Itasca State Park on October 13 for my annual report to this group. Laura Preus from DNR was there as well to report. We always get good interest and questions from MRTUA and the outreach is beneficial.

### Greater Minnesota Parks and Trails

The GMP&T annual meeting was held in Little Falls on October 9. We had great GMRPTC participation; Commissioners Wendorf, Mattice, Pike and Albrecht, Joe and Evaluation Team member Wayne Sames. My presentation topic for this year was our funding application process. Always an interested audience and more good questions.

### GIS System

Joe and I had a great meeting with Jillian Reiner to receive some initial training on the ARCGIS online system. This will provide us with better tools to map the GM system.

**GMRPTC**  
**System Plan Coordinators Report**  
**October, 2019**

**DPC and Administrative Support**

I am anticipating that we could have a series of DPC membership applications coming in over the next couple of months. Not surprisingly, the strongest interest seem to be coming from areas that have the highest number of funding applications. We will have to include this in our planned November discussion about the DPC's.

**Strategic Initiatives**

Renee and I met with Jillian Reiner in early October to review and train on the new GIS system and inventory. While the data will continue to be a work in progress, this is a significant step up in our capabilities. Designation analysis, system planning, and strategic planning will all benefit from the new system. We will continue to practice and train on the ARCGIS online system.

Karen Umphress has wrapped up the Mountain Bike inventory and analysis for D1 and D2. She worked extra at our request to make sure that it is a document that will be useful to us as well as our partners across Minnesota. It has made significant advances since you saw the last progress report in the spring. She will be at the October meeting to present the results.

**On-Site Reviews and Technical Assistance**

No on-site reviews were conducted in October. We have received one Designation Application that will be reviewed by the ETeam at their next meeting, probably in early December. We have provided technical assistance to 3-4 other entities that are preparing either Designation application, new Master Plans, or updated Master Plans.

**Funding Application Updates**

Renee and I have been busy wrapping up application corrections, working with applicants to find phasing options, and responding to Commissioner requests and ideas for prioritization.

**Strategic Plan Update**

The Regional Definition Theme committee has not been able to meet but may have a report. The Strategic Plan update will serve as the basis for the conversation with the ETeam.

**DMS Update**

We held a phone call with Giant Voices (our graphic designers) and Full Circle (our DMS developer) about wrapping up the Master Plan export design. Significant ground was covered, and I'm hoping that we will be able to present the final product at our November meeting.