

Grand County Open Lands, Rivers and Trails Advisory Committee
Regular Meeting 3:00 p.m.
Wednesday, May 10, 2017

AGENDA

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
April 13, 2017
- III. CONFLICTS OF INTEREST
- IV. ITEMS OF BUSINESS
 - a. Election of Officers
 - b. Phone Conference with Mike Pelletier
 - c. Discussion of Bylaw Revision
 - d. Other Business
- V. ADJOURNMENT

Minutes of the Meeting
Grand County Open Lands, Rivers, and Trails Advisory Committee
May 10, 2017 at 3:00 pm

Committee Members Present:

Jeff Miller	Kremmling Rep
Cindy Southway	Grand Lake Rep
Mike Crosby	Hot Sulphur Rep
Paul Bruchez	District 2 Rep
Diana Matheson	District 3 Rep
Joanna Goodman	Winter Park Rep
Maura McKnight	Fraser Rep
Bob Saint	Granby Rep
Steve Sears	District 1 Rep

Others Present:

Cray Healy	Colorado Headwaters Land Trust President
Lee Stab	County Manager
Charles Curtain	Executive Director of Colorado Headwaters Land Trust
Mike Pelletier	Gunnison County via phone conference

1. First Order of Business was discussion of Committee name to include Rivers and Trails. Motion made by Maura McKnight to change the Committee name and acronym from OLAC (Open Lands Advisory Committee) to OLRTAC (Open Lands Rivers and Trails Advisory Committee). Motion seconded by Paul Bruchez and unanimously approved by all members to change the Committee name to OLRTAC.

2. Mike Crosby and Cindy Southway discussed with the members the great insight and information in The Conservation Program Handbook. Mr. Crosby made a suggestion for all members to be provided a copy of the book.

3. Mr. Miller spoke with Dede Fay about providing clerical duties for this Committee. Ms. Fay's hourly rate is \$55/hr. It was estimated to be about 20 hrs of work per month for this Committee. Ms. Southway referenced The Conservation Program Handbook which states that the first staff person is critical to the success of the Committee.

Manager Stab stated that no other County Committees have a dedicated County staff person to perform clerical duties. Attorney Hassler and other County Staff that may provide resources are not charging for their services to OLRTAC.

Dede Fay is completely retiring and not available to provide clerical duties to OLRTAC, but she has a list of people that may be interested. This job would have to be publicly posted and open for applicants.

4. Mike Pelletier, GIS Manager from Gunnison County called in for a teleconference:

Mr. Pelletier discussed the history, organization and projects of the Gunnison Valley Land Preservation Fund and Board. The fund began in 1997 and have completed about 50 projects to date. Of the 50 projects, about 10 are not conservation easements and include trails, land purchase and a public park. They approve about 4-5 projects per year. Local land trusts usually request funds, but then the conservation easements are held by Colorado Open Lands or Colorado Public Land Trust. Currently, their Board is reworking policies so if the land trusts were to go away, the County would then hold the conservation easements.

Mr. Pelletier described how their Board is organized and run. Mr. Pelletier is the County Staff person who is responsible for reviewing grant applications and organizing meetings and other clerical duties for the Gunnison Valley Land Preservation Fund in addition to being the GIS Manager. The Board President helps to organize meetings as well. The Board has representatives from each area in the Gunnison Valley corridor and they try to disperse fund monies throughout the Gunnison Valley corridor.

The funding strategy for this Board is to have their funds leverage other monies with the intent that applicants look for big dollars from other places. Fund monies must be used for capital costs and it was determined by their Board that capital costs includes stewardship costs.

Mr. Pelletier described their grant cycles. The Board stays flexible with accepting grants and accepts grants on a continuous basis. Board meetings are held as needed.

Their Board does not have a strong ranking system for project evaluations to award monies. Projects funded have been mostly been conservation easements from Land Trust applicants (80-90%). Few applications are received for trails and the Board does not advertise nor reach out to trail groups. No watershed protection projects have been funded.

Mr. Pelletier recommending spending funds every year and carrying over little in the fund account from year to year. He utilizes GIS Skills and mapping very often to present information to the Board and public and suggested our Committee utilizing Grand County GIS staff to do the same.

Their Board meetings are open to the public, but public rarely attends. Tracking total projects costs is very important and comparing the total cost to the amount of monies the fund has provided to the projects. The County Board usually accepts the Land Preservation Board's recommendations for awarding funds. The Preservation Board and County staff does not assist with negotiations with landowners, however, the County Attorney does handle all the documentation and legal work necessary to complete easements.

Their Land Preservation Board is trying to be prudent with public funds and now requiring a grant agreement to be signed before funds are dispersed. The agreement states that the land trust holds responsibility of easements but if something goes wrong the County can take over.

Most questions prepared by the OLRTAC were addressed and the tele-conference with Mr. Mr. Pelletier ended.

After the tele-conference the Committee discussed some of the information learned. Mr. Curtain recommended that the Committee limit the grant application length to 3-5 pages. Leveraging funds should be important to OLRTAC and researching when other foundations grant application deadlines are is important. OLTRAC discussed setting grant application deadlines 30-60 days in advance of big foundation deadlines.

Manager Stab said that County GIS staff can be used to help create maps and tracking where the funds are being spent throughout the County.

Mr. Sears suggested that committee members meet with applicants to help guide their project applications.

It was discussed that an Appendix III be added to the bylaws which explains who can apply for OLRTAC funds. This can reference Resolution No. 2016-8-18, Section VII, C, 1a-b.

Mr. Curtain emphasized the importance of the Committee establishing ranking criteria prior to reviewing applications.

To complete work efficiently, the Committee decided to create three subcommittees:

1. Creating OLRTAC Grant Application: Ms. McKnight, Mr. Miller, and Mr. Sears
2. Bylaws editing: Mr. Bruchez, Mr. Saint, and Ms. Goodman
3. Application Prioritization/ Ranking Criteria: Ms. Southway, Mr. Crosby, and Ms. Matheson

Mr. Bruchez requested that subcommittee products be dispersed before the next Committee meeting.

Mr. Crosby made a motion to pursue a contracted administrator for the OLTRAC. Motion seconded by Mr. Miller and unanimously approved by the Committee members. Mr. Miller will take lead on noticing and advertising for the position with a start date of Sept/October 2017.

Motion made to approve April 13th, 2017 Meeting Minutes. All approved. Ms. McKnight abstained because she was not present at the April meeting.

Manager Stab will post minutes on the Grand County website.

Six month deadline to have bylaws and prioritization criteria complete for BOCC is approaching. Committee will present both bylaws and prioritization criteria on the BOCC July 18th, 2017 meeting at 10:15am. Documents need to be submitted to Manager Stab by July 14th, 2017.

Committee would like a webpage within the County website to be developed for posting of minutes, meeting dates, agendas and notices of meetings.

5. Election of Committee Officers

- Mr. Crosby motioned to elect Mr. Bruchez as Committee Chairperson. Motion seconded by Mr. Miller and unanimously approved to elect Mr. Bruchez as Chairperson.
- Ms. Matheson motioned to elect Ms. Southway as Vice-Chairperson. Motion seconded by Mr. Sears and unanimously approved to elect Ms. Southway as Vice-Chairperson
- Mr. Sears motioned to elect Ms. Goodman as Secretary. Motioned seconded by Ms. Matheson and unanimously approved to elect Ms. Goodman as Secretary

Mr. Bruchez discussed the importance of clarification of who can apply for funds to protect water resources, provide land stewardship, and protect agricultural resources. Mr. Bruchez will email Attorney Hassler with specific language from both the ballot and resolution that seems to be in conflict for interpretation and clarification.

Next Meeting: Wednesday, June 7th at 3pm in BOCC Board Room, Hot Sulphur Springs, CO

Mr. Miller made a motion to adjourn the meeting, seconded by Mr. Bruchez and unanimously approved to adjourn the meeting.