

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
August 10, 2017 at 3:00 pm

BOCC Board Room
308 Byers Ave, Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order
- II. Approval of Meeting Minutes from 7/13/2017
- III. Items of Business
 - A. Discussion of Administrator Position, Update on Dede and RFP
 - B. Application Deadline for 2017 and Review period
 - C. Application Deadline announcements for 2018
 - D. Review of meeting dates for remainder of 2017
 - E. Other Business
- IV. Adjournment

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

Committee Members Present:

Mike Crosby	Hot Sulphur Rep
Paul Bruchez	District 2 Rep
Joanna Goodman	Winter Park Rep
Bob Saint	Granby Rep
Diana Matheson	District 3 Rep

Others Present:

Charles Curtain	Executive Director of Colorado Headwaters Land Trust
Lee Staab	Grand County Manager

- I. Meeting called to order at 3:05pm by Mr. Buchez.
- II. Motion to approve July 13th, 2017 minutes by Mr. Saint, second by Mr. Crosby, unanimously approved by all Committee members present.
- III. Items of Business:
 - A. Discussion of Administrator Position, Update on Ms. Fay and RFP:
 - a. Ms. Fay would like to set up a meeting week of Aug 21, 2017. A copy of the RFP for the Tourism Administrator has been received and we can use this as a template for an OLRTAC RFP for an Administrative Contractor. Mr. Bruchez suggests setting up a sub committee to meet with Ms. Fay.
 - b. Process of posting the Administrator Contractor Advertisement was discussed. Manager Staab stated that it must be publically posted, but not sure if there is a required minimum timeframe that it must be posted for.
 - c. Discussion about length of time to accept applications. Does the timeframe really matter as long as there an application deadline? Most people submit applications just prior to deadline.
 - d. Discussion had on how much work the contract Administrator will perform before the applicants are presented to the OLRTAC. Mr. Curtain suggested accepting applications for 1 month and people who submit applications in the first 2 weeks can get feedback and applicants submitted in the last 2 weeks will not receive feedback.
 - B. Application Deadline for 2017 and Review Period:
 - a. Discussion on the importance of having a fall application cycle for 2017 even though it is behind most of the partnership cycles. This will show the taxpayers that the committee is moving forward.

- b. Discussion of how to award funding, especially for projects that have a multi-year requests. Mr. Bruchez stated we must be careful not to overaward funds and it would be a good practice to only award funds that are in the bank account. Funds available in the account are on a 2 month lag. As of July 31, 2017 there is \$463K in the account. Ultimately, the committee will only make a recommendation to the BOCC, and the BOCC will make the final decision of awarding funds.

C. Application Deadline Announcements for 2018

- a. Idea of Feb 1 and Aug 1 application deadlines with award announcements on March 15 and Sept 15 respectively.
- b. Mr. Bruchez spoke with the Gates Foundation Natural Resource Administrator. Confirmed that the OLTR funds would be local seed money to hopefully receive matching funds from Gates Foundation. Gates Foundation webpage has a Colorado River Headwaters section. So they may be eager to match funds to OLTR Funds.
- c. Discussion of potential matching funds available and what their application deadlines are. Gates Foundation has an Oct 1 application deadline. GOCO has an Aug 3 deadline. Mr. Curtain stated GOCO usually does not award grant money unless there is already seed money for the project. OLTR funds would be the seed money for local projects.

D. Review of meeting dates for remainder of 2017

- a. Next meeting: September 14, 2017 at 3pm.
- b. Tentative application deadline for 2017 could be Oct 1- Nov 1 range.

E. Other Business

- a. Review of OLTR Application: Mr. Bruchez pulled up Colorado Water Plan grant application. CWCB is presenting the concept of a check box for on applications for an intent to apply for funds have applicant fill out the application to best of their ability. This gives the board a heads up for projects that may be needed in the future and allows them to plan for distribution of funding accordingly. This also helps to ensure the application process is strong and good quality applications are being received.
 - i. Decision to make a change to the application with addition of a checkbox for "intent to apply". Motion by Mr. Crosby and seconded by Ms. Matheson. Motion approved by all present. Copy word for word from CWCB application:
"Applicants interested in submitting an 'intent to apply' in the future are encouraged to check here and fill in all sections with the best information available at the time. Exhibits Excluded"
- b. Sub Committees:
 - i. Administrative Contracting: Set a meeting up with Dede Fay for advice on an administrator. How many members can meet as an unofficial non-

- posted meeting? Mr. Bruchez will get that information from Attorney Hassler. Tentative week of Aug 21 to meet about administrative position.
- ii. Website Work: Need to get more information on the website, including signed bylaws and grant application. Working with County IT department, Darren Childs to get information posted. We can get pictures from CO Headwaters Land trust for website. Names of committee members and contact information needed on website. Bylaws are now signed by both BOCC and Committee Chairman, Mr. Bruchez and Ready to post on website.
 - iii. Draft of RFP for Admin Position- Convert the Grand County Tourism RFP to an editable document. Can pass this around via email and get members to make changes suggestions to OLRT Admin RFP and discuss at next meeting.
- c. Mr. Bruchez will talk to Attorney Hassler and Mike From Gunnison County to discuss the contract of awarding money and the legal fees that may be involved. And ask Attorney Hassler if he will have time to complete the legal work on the contracts or will funding for legal work need to be paid for by the grant money?

IV. Adjournment

Mr. Bruchez made motion to adjourn the meeting at 4:35pm. Seconded by Mr. Crosby and unanimously approved.