

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
January 17, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order and Role Call
- II. Approval of Meeting Minutes from 12/13/18 (handout #1)
- III. Conflict of Interest Disclosures
- IV. Financial Report (handout #2)
- V. Items of Business
 - A. 2019 Officer elections (handout #3)
 - B. Hire a bookkeeper for 2019
 - C. OLRTAC recommendation on the use of unexpended funds to BOCC. See yellow highlighted sections on page 6-7 of the 2016-8-18 resolution (handout #4) and financial breakdown and recommendation (handout #5)
 - D. Town of Fraser MOU and grant extension letter (handout #6)
 - E. January 22, 2018 (1:00pm-2:30pm) workshop preparation (handout #7)
 - F. Other items
 - 1. Next meetings and important dates:
 - 1. February 20, 2019: Spring 2019 applications due.
 - 2. February 28, 2019 (3pm-5pm): OLRTAC meeting
 - 3. March 14, 2019 (3pm-5pm): OLRTAC meeting
 - 4. March 26, 2019 (2:00-3:30pm): OLRTAC presents grant recommendations to BOCC
 - 5. May 30, 2019 (3-5pm): OLRTAC meeting
 - 2. Others?
- VI. Adjournment

MEETING MINUTES of
Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
January 17, 2019 at 3:00 pm

Grand County Courthouse, BOCC Boardroom
308 Byers Avenue, Hot Sulphur Springs, CO 80451

Committee Members Present:

Paul Bruchez	District 2 Rep
Gary Bumgarner	District 3 Rep
Mike Crosby	Hot Sulphur Springs Rep
Joanna Goodman	Winter Park Rep
Maura McKnight	Fraser Rep—left at 4:15pm
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep
Steve Sears	District 1 Rep
Cindy Southway	Grand Lake Rep—arrived at 3:10pm

Others Present:

Anna Drexler-Dreis, OLRTAC Administrator

- I. Call to Order made by Mr. Bruchez at 3:03pm.
- II. Mr. Saint made a motion to approve the December 13, 2018 Meeting Minutes, seconded by Mr. Crosby, unanimously approved by all Committee members present.
- III. Conflict of Interest Disclosures
 - a. None.
- IV. Financial Report as of November 30, 2018 (*handout #2*)
 - a. The December 31, 2018 financial report was sent to Ms. Southway today. As of December 31, 2018, there is \$50,000+ for trails and \$982,000+ for open lands/rivers.
 - b. Ms. Drexler-Dreis will add November and December reports to the website.
 - c. OLRT fund interest is deposited in March of each year.
 - d. OLRT funds January-November 2018 = \$1,178,173. OLRT Funds January-November 2017 = \$986,063.
- V. Items of Business
 - a. 2019 Officer elections (*handout #3*)
 - i. Mr. Bumgarner made a motion to appoint Paul Bruchez as Chair, Mike Crosby as Vice-Chair, Cindy Southway as Treasurer, and Joanna

Goodman as Secretary, seconded by Mr. Miller, unanimously approved by all Committee members present.

- ii. In 2019, the Advisory Committee will discuss term limits for Officers.
- b. Hire a bookkeeper for 2019
 - i. Mr. Bruchez made a motion to have Ms. Southway train Ms. Drexler-Dreis to prepare the monthly financial statements, which will be reviewed by the Officers; the Officers will review Ms. Drexler-Dreis' scope of work and modify if necessary, seconded by Mr. Crosby, unanimously approved by all Committee members present.
- c. OLRTAC recommendation on the use of unexpended funds to BOCC. See yellow highlighted sections on page 6-7 of the 2016-8-18 resolution (*handout #4*) and financial breakdown and recommendation (*handout #5*)
 - i. The OLRTAC will inform entities how much funds are available in the administration and trails portion of the OLRT fund and that the OLRTAC has the option to reallocate administration funds to the trails fund if valid projects are presented and if that transfer of funds is approved by the BOCC.
 - ii. Another use of the administration funds could be to develop signage for high visibility projects that were funded by the OLRT fund.
- d. Town of Fraser MOU and grant extension letter (*handout #6*)
 - i. Mr. Crosby made a motion to approve a grant extension to the end of summer 2019 for the Town of Fraser, seconded by Ms. McKnight, unanimously approved by all Committee members present.
- e. January 22, 2019 (1:00-2:30pm) workshop preparation (*handout #7*)
 - i. Ms. Drexler-Dreis will put together a PowerPoint presentation with pictures of the projects that details the current available and committed funds as well as a list of talking points for the Advisory Committee members.
- f. Other items
 - i. Next meetings and important dates:
 1. February 20, 2019: Spring 2019 applications due
 2. February 28, 2019 (3-5pm): OLRTAC meeting
 3. March 14, 2019 (3-5pm): OLRTAC meeting
 4. March 26, 2019 (2:00-3:30pm): OLRTAC presets grant recommendations to BOCC
 5. May 30, 2019 (3-5pm): OLRTAC meeting
 - ii. Others?

1. Mr. Bumgarner made a motion to incorporate an annual evaluation of the Administrator in conjunction with determination of bonus, if any, and contract renewal in December of each year, seconded by Mr. Crosby, unanimously approved by all Committee members present.

VI. Adjournment. Mr. Bumgarner made a motion to adjourn at 4:26pm, seconded by Mr. Saint, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
February 28, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order and Role Call
- II. Approval of Meeting Minutes from January 17, 2019 (*handout #1*)
- III. Conflict of Interest Disclosures
- IV. Financial Reports (*handout #2*)
- V. Items of Business
 - A. Grand Huts Association and Schowalter Hut project (15 minutes plus 5 minutes Q&A)
 - B. Review Phases and Wolford (HTA) grant extension letter (*handout #3*)
 - C. 2019 Spring funding cycle (*handout #4*)
 - 1. Review and discuss Trails grants received (4 received) (*handouts #5-8*)
 - 2. Review and discuss Open Lands/Rivers grants received (2 received) (*handouts #9-10*)
 - 3. Next steps
 - D. Others?
 - E. Next meetings and important dates:
 - 1. March 14, 2019 (3pm-5pm): OLRTAC meeting
 - 2. March 26, 2019 (2:00-3:30pm): OLRTAC presents grant recommendations to BOCC
 - 3. May 30, 2019 (3-5pm): OLRTAC meeting
- VI. Adjournment

MEETING MINUTES of
Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
February 28, 2019 at 3:00 pm

Grand County Courthouse, BOCC Boardroom
308 Byers Avenue, Hot Sulphur Springs, CO 80451

Committee Members Present:

Mike Crosby	Hot Sulphur Springs Rep
Maura McKnight	Fraser Rep—left at 4:42pm
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep
Cindy Southway	Grand Lake Rep

Committee Members Calling in

Paul Bruchez	District 2 Rep—called in at 3:42pm
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Others Present:

Anna Drexler-Dreis, OLRTAC Administrator
Ken Fucik, Upper Colorado River Watershed Group
Meara McQuain, Headwaters Trails Alliance
Andy Miller, Grand Huts Association and Upper Colorado River Watershed Group
Dave Troutman, Upper Colorado River Watershed Group

- I. Call to Order made by Mr. Crosby at 3:08pm.
- II. Ms. McKnight made a motion to approve the January 17, 2019 Meeting Minutes, seconded by Mr. Miller, unanimously approved by all Committee members present.
- III. Conflict of Interest Disclosures
 - a. None.
- IV. Financial Reports, updated 1/30/2019 (*handout #2*)
 - a. January 2019 sales tax was moved back into December 2018.
 - b. \$77,135.29 available for trails; \$1,124,371.62 available for open lands and rivers
- V. Items of Business
 - a. Grand Huts Association and Schowalter Hut project, presentation by Ms. McQuain and Mr. Miler
 - i. Initial land donation of 40 acres valued at \$100,000, which is where the hut will be located. Seeking funding to purchase 66-acre private land parcel and place a conservation easement and public access easement

so the public can access the hut and adjacent federal land. Unknown development potential on the 66-acre private land parcel.

- ii. Phase 1: Planning and appraisals (April-June 2019), Phase 2: Property acquisition/easements working with a Land Trust (June-August 2019), Phase 3: Hut and trail construction/maintenance (August-October 2019), Phase 4: Trailhead enhancements and signage (September-October 2020).
 - iii. OLRTAC is open to considering a grant application off-cycle as there is nothing in the resolution that would restrict this. The BOCC would have the final decision-making authority.
- b. Review Phases and Wolford (HTA) grant extension letter (*handout #3*)
- i. Ms. McKnight made a motion to approve the grant extension letter for HTA's Wolford and Phases project because NEPA was not able to be followed through by BLM, seconded by Mr. Miller, unanimously approved by all Committee members present.
- c. 2019 Spring funding cycle (*handout #4*)
- i. Open Lands (Grand Huts Association): Schowalter Hut, Phase 1
 - 1. Since Grand Huts Association is not a qualified applicant for funds for open lands and rivers the OLRTAC cannot honor this request. OLRTAC will consider an amended grant application if Grand Huts Association can obtain a qualified applicant partner.
 - ii. Trails (Headwaters Trails Alliance): Buffalo Creek Trail Bridge & Maintenance
 - 1. Due to the high equestrian use in this area it is recommended that this project include an educational component and partnerships with equestrian groups and outfitters to address any potential user group conflicts.
 - iii. Trails (Headwaters Trails Alliance): Broken Thumb Trail Turnpike
 - 1. This project fits the OLRT criteria, but the trail is primarily motorized.
 - iv. Rivers (Town of Grand Lake): Lower North Form Colorado River Nine Elements Restoration Plan
 - 1. The Nine Elements Plan is a requirement to apply for funding from CDPHE for 319 funds, which would be the next steps in terms of funding for this project.
 - 2. OLRTAC concern with the lack of partnerships in this project.

3. There is no public access being acquired by this project, although existing public access points would be enhanced.
 4. While the OLRTAC is not doubting the importance of the project, this project does not pass the requirement of open land and rivers projects including acquisition or lands or interests in lands, less than fee interests in real property, or fee title interest in real property.
 5. Mr. Bruchez and Ms. Drexler-Dreis will discuss this project with Grand County legal.
- v. Trails (Headwaters Trails Alliance): Strawberry Trail Bridges
 1. No discussion.
 - vi. Trails (Headwaters Trails Alliance): Burnout Loop Trail Maintenance
 1. This is a large ask with a lack of partnering funds, especially from Town of Winter Park and Devil's Thumb who both use this trail for races.
- d. Next steps
 - i. Advisory Committee members will rank each grant using the grant ranking scoresheets and submit those scores to Ms. Drexler-Dreis no later than March 8, 2019.
 - ii. Advisory Committee members will review grant scores and make recommendations on grant funding at the March 14, 2019 OLRTAC meeting.
 - e. Others?
- VI. Adjournment. Mr. Miller made a motion to adjourn at 5:13pm, seconded by Ms. Southway, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
March 14, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order and Role Call
- II. Approval of Meeting Minutes from February 28, 2019 (*handout #1*)
- III. Conflict of Interest Disclosures
- IV. Financial Report (*handout #2*)
- V. Items of Business
 - A. OLRTAC Term Limit Vote for Bob Saint (Granby Rep), Jeff Miller (Kremmling Rep), and Joanna Goodman (Winter Park Rep) (*handout #3*)
 - B. Spring 2019 grant cycle—review and make recommendations (*handout #4*)
 - C. Others
 - D. Next meetings and important dates:
 - 1. March 26, 2019 (2:00-3:30pm): OLRTAC makes recommendations to BOCC
 - 2. May 30, 2019 (3-5pm): OLRTAC meeting
 - 3. August 14, 2019: Fall 2019 grant cycle opens
 - 4. September 25, 2019: Fall 2019 grant cycle closes
- VI. Adjournment

MEETING MINUTES of
Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
March 14, 2019 at 3:00 pm

Grand County Courthouse, BOCC Boardroom
308 Byers Avenue, Hot Sulphur Springs, CO 80451

Committee Members Present:

Paul Bruchez	District 2 Rep
Mike Crosby	Hot Sulphur Springs Rep
Joanna Goodman	Winter Park Rep—arrived at 3:13pm
Maura McKnight	Fraser Rep—left at 4:48pm
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep
Steve Sears	District 1 Rep

Others Present:

Anna Drexler-Dreis, OLRTAC Administrator
Ken Fucik, Upper Colorado River Watershed Group Program Support Affiliate—left at 3:49pm
Jeremy Krones, Colorado Headwaters Land Trust Program Director
Maxine Labarre-Krostu, Grand County Assistant Attorney—left at 4:10pm
Chris Leahy, Grand County Attorney—left at 4:15pm

Call in:

Erica Bean, Headwaters Trails Alliance Field Project Manager—called in at 3:10pm
Meara McQuain, Headwaters Trails Alliance Executive Director/President—called in at 3:10pm

- I. Call to Order made by Mr. Bruchez at 3:06pm.
- II. Ms. McKnight made a motion to approve the February 28, 2019 Meeting Minutes, seconded by Mr. Miller, unanimously approved by all Committee members present.
- III. Conflict of Interest Disclosures
 - a. Ms. McKnight attended a Headwaters Trails Alliance retreat at Latigo Ranch.
- IV. Financial Report as of January 31, 2019 (*handout #2*)
 - a. \$77,135.29 available for trails; \$1,124,371.62 available for open lands and rivers.
 - b. In February, request made to disburse grant monies for Idlewild Gateway Project (\$15,440) and Trail Smart Sizing 2019 (\$34,700) for the Fall 2018 grant period.
- V. Items of Business
 - a. OLRTAC Term Limit Vote for Bob Saint (Granby Rep), Jeff Miller (Kremmling Rep), and Joanna Goodman (Winter Park Rep) (*handout #3*)

- i. Motion to reseed Mr. Saint, Ms. Goodman, and Mr. Miller for their second 4-year term, made by Mr. Sears, seconded by Ms. McKnight and unanimously approved by all Committee members present.
- b. Spring 2019 grant cycle—review and make recommendations (*handout #4*)
 - i. Town of Grand Lake, Lower North Fork Colorado River Nine Elements Restoration Plan
 1. Mr. Leahy, Grand County Attorney: Funding for this important project needs to come from another source of money because Open Lands, Rivers, and Trails money must be used to secure water rights, property rights, easements, and rights-of-way. Mr. Leahy opinion is that this project is outside the scope of the Open Lands, Rivers, and Trails Resolution.
 2. Motion to recommend not funding the Town of Grand Lake grant application for Lower North Fork Colorado River Nine Elements Restoration Plan as it does not fit the requirements of the resolution as directed by Grand County Attorney, made by Mr. Crosby, seconded by Mr. Miller, unanimously approved by all Committee members present.
 - ii. Grand Huts Association, Schowalter Hut: Phase 1
 1. This application does not qualify for Open Lands and Rivers funding because there is not a qualified primary applicant. Mr. Krones stated that Colorado Headwaters Land Trust would be open to discussion regarding sponsorship of this project if/when this project goes to Phase 2.
 2. Motion to allow the Grand Huts Association an extension on their grant application to May 23rd, 2019, made by Ms. McKnight, seconded by Mr. Crosby, unanimously approved by all Committee members present.
 - iii. Trails applications from Headwaters Trails Alliance
 1. Percentage of dollars requested from OLRT Fund are very high this grant cycle. In future cycles, OLRTAC encourages grant applicants to leverage funds from other partners.
 - iv. Headwaters Trails Alliance, Strawberry Trail Bridges
 1. Motion to recommend funding the Strawberry Trail Bridges grant application for the full amount of \$14,450, made by Mr. Crosby, seconded by Mr. Saint, unanimously approved by all Committee members present.

- v. Headwaters Trails Alliance, Broken Thumb Trail Turnpike
 - 1. Motion to recommend funding the Broken Thumb Trail Turnpike grant application for the full amount of \$3,325, made by Mr. Sears, seconded by Mr. Saint, unanimously approved by all Committee members present.
- vi. Headwaters Trails Alliance, Buffalo Creek Trail Bridge and Maintenance
 - 1. Motion to recommend funding the Buffalo Creek Trail Bridge and Maintenance grant application for the full amount of \$18,875 with a requirement to include an equestrian educational component, made by Mr. Saint, seconded by Ms. Goodman, unanimously approved by all Committee members present.
- vii. Headwaters Trails Alliance, Burnout Loop Trail Maintenance
 - 1. Motion to recommend funding the Burnout Loop Trail Maintenance grant application for the full amount of \$36,084 with the requirement that HTA try to secure funding from Winter Park Resort, made by Mr. Sears, seconded by Ms. McKnight, unanimously approved by all Committee members present.
- c. Others
 - i. Mr. Kroner from Colorado Headwaters Land Trust stated that the Fall 2018 grant application for Granby Trails is on schedule with the appraisal expected March 26th, 2019.
 - ii. Motion to accept the grant extension letter from Colorado Headwaters Land Trust for the Spring 2018 Roy Enter grant application to allow for an extension to May 31st, 2019, seconded by Mr. Miller, unanimously approved by all Committee members present.
 - iii. Motion to accept the grant extension letter from Town of Granby for the Spring 2018 Granby Water Diversion grant application to allow for an extension of 6-months, made by Mr. Saint, seconded by Ms. Goodman, unanimously approved by all Committee members present.
 - iv. Ms. Drexler-Dreis will ask Mr. Kroner to give a presentation on the purposes of CHLT's General Conservation Funds and how the money can be used to secure conservation easements/projects.
- d. Next meetings and important dates:
 - i. March 26, 2019 (2:00-3:30pm): OLRTAC presets grant recommendations to BOCC
 - ii. May 30, 2019 (3-5pm): OLRTAC meeting
 - iii. August 14, 2019: Fall 2019 grant cycle opens

iv. September 25, 2019: Fall 2019 grant cycle closes

VI. Adjournment. Mr. Bruchez made a motion to adjourn at 5:00pm, seconded by Mr. Miller, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
May 30, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order and Role Call
- II. Approval of Meeting Minutes from March 14, 2019 (*handout #1*)
- III. Conflict of Interest Disclosures
- IV. Financial Report (*handout #2*)
- V. Items of Business
 - A. “The General Conservation Fund of CHLT”—presentation by Jeremy Kronen, Colorado Headwaters Land Trust Executive Director
 - B. Recap from Spring 2019 grant cycle, update forms in necessary (*handout #3-handout #5*)
 - 1. Update on Schowalter Hut Phase 1, Grant Huts Association (*handout #6*)
 - C. Grant reports from Spring 2018 grant cycle (*handout #7*)
 - D. Discussion on annual grant cycle timing
 - E. Others
 - F. Next meetings and important dates:
 - 1. August 14, 2019: Fall 2019 grant cycle opens
 - 2. September 25, 2019: Fall 2019 grant cycle closes
 - 3. October 3, 2019, 3:00pm-5:00pm: OLRTAC meeting @ Hot Sulphur Springs Town Hall
 - 4. October 24, 2019, 3:00pm-5:00pm: OLRTAC meeting @ Grand County Courthouse
- VI. Adjournment

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
May 30, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

Committee Members Present:

Paul Bruchez	District 2 Rep, Chair
Mike Crosby	Hot Sulphur Springs Rep, Vice-Chair—called at 3:00, present at 3:25pm
Joanna Goodman	Winter Park Rep, Secretary
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep
Steve Sears	District 1 Rep, Treasurer
Cindy Southway	Grand Lake Rep—arrived at 3:25pm

Others Present:

Anna Drexler-Dreis	OLRTAC Administrator
Jeremy Krones	Colorado Headwaters Land Trust Executive Director
Chris Leahy	Grand County Attorney—arrived at 4:50pm
Kate McIntire	Grand County Manager—arrived at 3:40pm
Stewart McNab	Colorado Headwaters Land Trust Board President

- I. Mr. Bruchez called the meeting to order at 3:07pm.
- II. Mr. Sears made a motion to approve the March 14, 2019 meeting minutes, seconded by Mr. Miller, unanimously approved by all Committee members present.
- III. Conflict of Interest Disclosures
 - a. None reported.
- IV. Financial Report as of March 31, 2019 and April 30, 2019 (*handout #2*)
 - a. As of April 30, 2019: \$63,457.61 available for trails, \$1,459,024.11 available for open land/rivers. \$72,734.00 has been allocated to the four trails projects awarded during the Spring 2019 grant cycle. In April, \$825 was spent from the administrative fund (\$240 for 4 ads to announce the District 3 vacancy in the Grand Gazette and the remaining for admin support).
 - b. Mr. Sears, Mr. Crosby, and Ms. Drexler-Dreis will work on an end-of-2019 ad that will promote the benefits of the taxpayer funded OLRT Fund.
- V. Items of Business
 - A. “The General Conservation Fund of CHLT”—presentation by Jeremy Krones, Colorado Headwaters Land Trust Executive Director

1. General Conservation Fund is a board restricted fund of \$209,411. 2014 resolution stated that the General Conservation Fund is to be used for the purpose of advancing land conservation projects with a focus on high value properties, long-term negotiations, legal and accounting fees.
- B. Recap from Spring 2019 grant cycle, update forms in necessary (*handout #3-handout #5*)
1. BOCC accepted Advisory Committee recommendations to fund the four trails applications received from HTA and to grant an extension to Grand Huts Association. BOCC recommended withdrawing the Town of Grand Lake grant from consideration. Town of Grand Lake/UCRWG is giving a presentation to the Colorado River Basin Roundtable in July for funding could be received in September. Grand Huts Association (*handout #6*) has removed their grant application from consideration.
 2. Grant application: Update question 6 to specify no in-kind funds.
 3. Grant report: No changes suggested.
 4. FAQ for open lands and rivers grant requests
 - a) Ms. Drexler-Dreis will pull references from specific portions of the Resolution that relate to open lands and rivers and send a draft to Mr. Bruchez and Ms. Southway before adding this information to the OLRTAC website.
 5. Grant ranking scoresheets:
 - a) Increase budget to 20 points and reduce 5 points from timeline. Ms. Drexler-Dreis will add the blank grant ranking scoresheets to the website.
- C. Grant reports from Spring 2018 grant cycle (*handout #7*)
1. Received completed grant reports on time from HTA (Trail Smart Sizing), HTA (East Shore Trail), HTA (Winter Trail Grooming—word error, says Annual report, should say grant report), Grand Lake Metro Rec District (Hiking & Biking Trails), Grand Lake Trailgroomers (Equipment Repair for Trail Maintenance).
 2. Received letters for extension from HTA (Phases & Wolford—due end of September 2019), Town of Fraser (Fraser River Trail Maintenance), Colorado Headwaters Land Trust, and Town of Granby (Granby Water Diversion—due end of September 2019).
 - a) Town of Fraser will start the maintenance on the Fraser River trail after Labor Day and asks for an extension for the grant report until October 15, 2019.

- b) Colorado Headwaters Land Trust: Roy Enter easement has closed but CHLT is waiting for final bills from the appraisal and asks for an extension for the grant report until July 15, 2019.
 - c) Mr. Sears made a motion to approve the Town of Fraser grant report extension to October 15, 2019 and the Colorado Headwaters Land Trust grant report extension to July 15, 2019, seconded by Mr. Saint, unanimously approved by all Committee members present.
 - 3. Received annual report from Grand County (Windy Gap Connectivity Project); project is a multi-year project and will receive annual reports until grant report is due September 30, 2021.
- D. Discussion on annual grant cycle timing
 - 1. Spring 2020: Applications posted February 3, 2020; Applications due March 13, 2020; OLRTAC recommendations to BOCC April 21, 2020.
 - 2. Fall 2020: Applications posted August 10, 2020; Applications due September 18, 2020; OLRTAC recommendations to BOCC October 27, 2020.
- E. Others
 - 1. Mr. Bruchez will follow up Grand County regarding the District 3 rep vacancy.
 - 2. Grand County Manager (Ms. McIntire) suggests that we apply for a GOCO Planning grant to hire a consultant to work with stakeholders to collaboratively develop a plan for the OLRT Fund. GOCO Planning Grant draft is due June 6 and final is due June 27. Ms. Drexler-Dreis and Ms. McIntire will work on the draft grant.
 - 3. Grand County Attorney (Mr. Leahy): CPW is eligible to apply for OLRT Funds.
- F. Next meetings and important dates:
 - 1. August 14, 2019: Fall 2019 grant cycle opens
 - 2. September 25, 2019: Fall 2019 grant cycle closes
 - 3. October 3, 2019, 3:00pm-5:00pm: OLRTAC meeting @ Hot Sulphur Springs Town Hall
 - 4. October 24, 2019, 3:00pm-5:00pm: OLRTAC meeting @ Grand County Courthouse

VI. Adjournment. Mr. Bruchez made a motion to adjourn at 4.51pm, seconded by Mr. Saint, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
Special Meeting Agenda
June 17, 2019 at 4:00 pm

Conference Call
Call in: (515) 606-5190
Code: 497369

SPECIAL MEETING AGENDA

- I. Call to Order and Role Call
- II. Conflict of Interest Disclosures
- III. Items of Business
 - A. GOCO Planning Grant: Recommendation to Board of County Commissioners re: disbursement of monies from the Open Lands Rivers and Trails administrative fund for a GOCO match.
- VI. Adjournment

Grand County Open Lands, Rivers, and Trails Advisory Committee
Special Meeting Agenda
June 17, 2019 at 4:00 pm

Conference Call
Call in: (515) 606-5190
Code: 497369

Committee Members Present:

Paul Bruchez	District 2 Rep, Chair
Mike Crosby	Hot Sulphur Springs Rep, Vice-Chair
Joanna Goodman	Winter Park Rep, Secretary
Maura McKnight	Fraser Rep
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep

Others Present:

Anna Drexler-Dreis OLRTAC Administrator

- I. Mr. Bruchez called the meeting to order at 4:06pm.
- II. Conflict of Interest Disclosures
 - a. None reported.
- III. Items of Business
 - A. GOCO Planning Grant
 1. The GOCO planning grant requests \$129,400 to hire a consultant to come to Grand County to facilitate a collaborative and inclusive process that will seek community feedback on the OLRT fund. The final deliverable is to have a written plan that includes (1) community engagement results, (2) OLRT funding priorities, and (3) recommendations for the OLRT fund into the future.
 2. If the BOCC agrees to move forward with this project and if GOCO awards this grant, the process will start November 2019 with a literature and existing plan review, followed by an existing conditions and trend analysis. During January 2020-March 2020 the consultant will conduct an online survey and the first of the public meetings and stakeholder meetings. With this feedback, a draft of the community engagement results, priorities and recommendations will be created. That draft will go back to the public at another set of public meetings May 2020-July 2020. July 2020-August 2020 the final community engagement results and

priorities and recommendations will be created and presented to the BOCC for consideration.

3. Administrative portion of OLRT fund as of 4/30/2019: \$94,169.15.
4. Mr. Crosby made a motion that OLRTAC recommends Grand County support this GOCO planning grant, and if GOCO awards Grand County this planning grant, OLRTAC recommends that not to exceed \$50,000 be disbursed from the administrative portion of the Open Lands, Rivers, and Trails Fund to be used for the GOCO match for the GOCO planning grant, seconded by Ms. Goodman, unanimously approved by all committee members present.
5. Mr. Saint made a motion to allow Mr. Bruchez as the OLRTAC Chair to draft a letter of support for the GOCO planning grant project, seconded by Ms. McKnight, unanimously approved by all committee members present.

VI. Adjournment. Mr. Bruchez made a motion to adjourn at 4:33pm, seconded by Mr. Crosby, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
October 3, 2019 at 3:00 pm

Hot Sulphur Springs Town Hall

513 Aspen Street

Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order and Roll Call
- II. Approval of Regular Meeting Minutes from May 30, 2019 (*attachment #1*)
- III. Approval of Special Meeting Minutes from June 17, 2019 (*attachment #2*)
- IV. Conflict of Interest Disclosures
- V. July 31, 2019 Financial Report (*attachment #3*)
- VI. Items of Business
 - A. Fall 2018 Grant Cycle: Request for Extension
 1. Grand Lake Metro Rec District (*attachment #4*)
 2. Snow Mountain Ranch (*attachment #5*)
 - B. Update on GOCO Planning Grant
 - C. Fall 2019 grant cycle
 1. Open Lands grants received (*attachment #6 and attachment #7*)
 2. Trails grants received (*attachment #8, attachment #9, attachment #10, attachment #11*)
 - D. Discuss changing Fall 2020 grant cycle dates
 - E. Others
 1. Schedule 2020 meetings: January, March 19 or 26, and April 9 or 16
 - F. Next meetings and important dates:
 1. October 14, 2019: Grant ranking scores on each grant due to Anna Drexler-Dreis
 2. October 24, 2019, 3:00pm-5:00pm: OLRTAC meeting @ Grand County Courthouse
 3. November 4, 2019, 1:00pm: OLRTAC presents Fall 2019 grant cycle recommendations to BOCC @ Grand County Courthouse
- VI. Adjournment

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
October 3, 2019 at 3:00 pm

Hot Sulphur Springs Town Hall
513 Aspen Street, Hot Sulphur Springs, CO 80451

Committee Members Present:

Paul Bruchez	District 2 Rep, Chair—left at 4:21pm
Mike Crosby	Hot Sulphur Springs Rep, Vice-Chair
Joanna Goodman	Winter Park Rep, Secretary
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep
Steve Sears	District 1 Rep, Treasurer
Cindy Southway	Grand Lake Rep

Others Present:

Brad Corey	CCALT Conservation Manager
Anna Drexler-Dreis	OLRTAC Administrator
Jeremy Krones	HTA Executive Director
Chris Lee	Secretary/Treasurer of Himebaugh HOA
Stephen Lee	Hot Sulphur Springs Himebaugh Resident
Melinda McWilliams	CHLT Board Member
Bob McVay	HSS Mayor
Paula Stuart	CHLT Board Member
Maire Sullivan	HTA Administrator
Kent Whitmer	Middle Park Water Conservation District

- I. Mr. Bruchez called the meeting to order at 3:03pm.
- II. Mr. Saint made a motion to approve the May 30, 2019 meeting minutes (*attachment #1*) and the June 17, 2019 meeting minutes (*attachment #2*), seconded by Ms. Goodman, unanimously approved by all Committee members present.
- III. Conflict of Interest Disclosures
 - a. None reported.
- IV. Financial Report as of July 31, 2019 (*attachment #3*)
 - a. Have not received the August financials from County. In August 2018, received \$129,323 for open lands/rivers and \$22,822 for trails.
 - b. Funds available for trails as of July 31, 2019: \$111,438.28
 - c. Funds available for open lands/rivers as of July 31, 2019: \$1,730,914.56
 - d. County is reviewing all financial reports generated by OLRTAC.
- V. Items of Business

- a. Fall 2019 grant cycle, trails grants received (*attachments #8-#11*)
 - i. Thomasson Trail (HTA): \$53,388
 - 1. Grand Lake has \$20,500 committed, which will be approved at the Budget Hearing on October 28. The County has also budgeted funds for this project.
 - 2. This is heavily used by snowmobiles in the winter. In the summer it is used by equestrians, bikers, and hikers. One of the few Grand Lake trails that allows bikes.
 - 3. Damage is from improper original design.
 - 4. Ms. Drexler-Dreis to follow up with HTA regarding if they will be requesting funds for Phase II of the project.
 - ii. National Public Lands Day 2020 (HTA): \$5,500
 - 1. The projects are not finalized until the Spring. This year, HTA did five projects with 400 volunteers and several of those projects were in West Grand County.
 - 2. If this project is funded, the OLRTAC should be acknowledged on the t-shirts that the volunteers are given. Acknowledge that taxpayer dollars are being invested back into the County.
 - iii. Adopt-A-Trail Program (HTA): \$12,850
 - 1. HTA was able to complete 38 trail projects (instead of an average of 28) due to OLRTAC funds awarded in Fall 2018.
 - 2. HTA hopes to expand the AAT program into BLM lands this year.
 - iv. Trail Smart Sizing Phase 1: 2020-2021 (HTA): \$60,000
 - 1. Compliance on closed/decommissioned trails: USFS hired two bike patrollers who reported that 90% of users are adhering to the trail closures. A short presentation from USGS on trail closures could be helpful in the future.
- b. Fall 2019 grant cycle, open lands grants received (*attachments #6-#7*)
 - i. Elk Mountain Ranch (CCALT): \$580,000
 - 1. Impressed with the additional funding (OLRT funds requested are 48% of total project cost); shows the commitment of the landowners.
 - 2. Development of the property into 35-acre lots would be devastating to wildlife.
 - 3. Community support is evident with the many letters of support.
 - 4. Mr. Corey has had extensive conversations with the landowners regarding the terms of the deed of conservation easement and is

confident that what is represented in the application is accurate. If there is a substantive change, the OLRTAC will be notified.

5. Mr. Corey invited the OLRTAC to visit the property.
- ii. Himebaugh Creek (CHLT): \$550,000
 1. Maps are unclear.
 2. The description of water and mineral rights is vague. Request Mr. Kroner to provide more detail on water and mineral rights.
 3. High development threat as the southern section has already been platted and proximity to Town.
 4. The appraisal should be received in 2-3 weeks. Mr. Kroner will update the OLRTAC on the appraised value.
 5. The Town of Hot Sulphur Springs has been in discussions regarding purchasing the property after it has been conserved.
 6. Landowner is paying for all the due diligence costs.
 7. Access would be along CR-55. Access is not part of the CE and would come secondary depending on who purchases it.
- iii. Discussion on both open land applications
 1. If the BOCC awards funding, the funds would go into an escrow account and be distributed at closing.
- c. Fall 2018 Grant Cycle: Request for Extension
 - i. Grand Lake Metro Rec District (*attachment #4*)
 1. Due to staffing issues and scheduling conflicts, they are asking for an extension until December 31, 2019.
 - ii. Snow Mountain Ranch (*attachment #5*)
 1. Nine Mile Trail Project had a slow start due to a wet and cold early summer and they are asking for an extension until 11/30/2019.
 - iii. Mr. Sears made a motion to approve the extension requests from Grand Lake Metro Rec District and Snow Mountain Ranch, seconded by Mr. Miller, unanimously approved by all Committee members present.
- d. Update on GOCO Planning Grant
 - i. Grand County was not awarded funds. Ms. Drexler-Dreis will put together a plan for what we can do with our administrative funds.
- e. Discuss changing Fall 2020 grant cycle dates
 - i. Current: August 10, 2020 (applications posted); September 18, 2020 (applications due)
 - ii. Proposed: September 21, 2020 (applications posted); October 23, 2020 (applications due); December 1, 2020 (recommendations to BOCC)

- iii. Ms. Southway made a motion to change the Fall 2020 grant cycle dates to have applications due October 23, 2020, seconded by Ms. Goodman, unanimously approved by all Committee members present.

f. Others

- i. Ms. Drexler-Dreis will send out a doodle poll to schedule the 2020 meetings.
- ii. Mr. Miller will reach out to Commissioner Manguso regarding the District 3 representative.

g. Next meetings and important dates:

- i. October 14, 2019: Grant ranking scores on each grant received due to Anna Drexler-Dreis
- ii. October 24, 2019, 3:00pm-5:00pm: OLRTAC meeting @ Grand County Courthouse
- iii. November 4, 2019, 1:00pm: OLRTAC presents Fall 2019 grant cycle recommendations to BOCC @ Grand County Courthouse

VI. Adjournment. Mr. Saint made a motion to adjourn at 4:40pm, seconded by Mr. Miller, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
October 24, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

AGENDA

- I. Call to Order and Roll Call
- II. Approval of Meeting Minutes from October 3, 2019 (*Attachment #1*)
- III. Conflict of Interest Disclosures
- IV. August 31, 2019 Financial Report (*Attachment #2*)
- V. Items of Business
 - A. Fall 2019 grant cycle recommendations (*Attachment #3*)
 - B. Town of Granby extension letter (*Attachment #4*)
 - C. OLRT Fund Marketing Plan (*Attachment #5*)
 - D. Other topics
 - E. Next meetings and important dates:
 - 1. November 4, 2019, 1:00pm: OLRTAC presents Fall 2019 grant cycle recommendations to BOCC @ Grand County BOCC Boardroom
 - 2. January 16, 2020, 3:00pm-5:00pm: OLRTAC meeting @ Grand County BOCC Boardroom
 - 3. March 19, 2020, 3:00pm-5:00pm: OLRTAC meeting @ Grand County BOCC Boardroom
 - 4. April 16, 2020, 3:00pm-5:00pm: OLRTAC meeting @ Grand County BOCC Boardroom
- VI. Adjournment

Grand County Open Lands, Rivers, and Trails Advisory Committee
Regular Meeting Agenda
October 24, 2019 at 3:00 pm

BOCC Boardroom, Grand County Courthouse
308 Byers Ave., Hot Sulphur Springs, CO 80451

Committee Members Present:

Paul Bruchez	District 2 Rep, Chair
Mike Crosby	Hot Sulphur Springs Rep, Vice-Chair
Joanna Goodman	Winter Park Rep, Secretary
Maura McKnight	Fraser Rep
Jeff Miller	Kremmling Rep
Bob Saint	Granby Rep
Cindy Southway	Grand Lake Rep

Others Present:

Brad Corey	Colorado Cattlemen's Agricultural Land Trust Conservation Manager
Anna Drexler-Dreis	OLRTAC Administrator

- I. Mr. Bruchez called the meeting to order at 3:05pm.
- II. Mr. Crosby made a motion to approve the October 3, 2019 meeting minutes (*attachment #1*) seconded by Ms. Southway, unanimously approved by all Committee members present.
- III. Conflict of Interest Disclosures
 - a. None reported.
- IV. Financial Report as of August 31, 2019 (*attachment #2*)
 - a. Funds available for trails as of August 31, 2019: \$139,230.69
 - b. Funds available for open lands/rivers as of August 31, 2019: \$1,888,404.91
 - c. The Town of Fraser has completed their Fraser River Trail Maintenance work. They requested \$43,500 for this project and only spent \$29,393.
 - d. Sales tax in 2019 is generating more funds (\$122,000) than in 2018.
- V. Items of Business
 - a. Fall 2019 grant cycle recommendations (*attachment #3*)
 - i. CCALT: Conservation Easement on the Elk Mountain Ranch
 1. Several Advisory Committee members went to the property for a site visit.
 2. OLRTAC reasons for support: Leveraging of other funds, many partnerships, landowner is supportive of the project, important

connectivity and wildlife habitat land, and important ecological corridor.

3. *Ms. Southway made a motion that the OLRTAC recommends fully funding the grant request for Elk Mountain Ranch for \$580,000 with the requirement that the funding will not exceed the appraised value of the conservation easement, seconded by Mr. Crosby, unanimously approved by all Committee members present.*

ii. CHLT: Himebaugh Creek Conservation Easement

1. OLRTAC reasons for support: Important connectivity and wildlife habitat land, important ecological corridor, critical open space for the Town of Hot Sulphur Springs.

2. Advisory Committee concerns about lack of detail in the grant application regarding reserved rights, water and mineral rights, and easement valuation.

3. *Ms. Southway made a motion that the OLRTAC recommends funding the grant request for the Himebaugh Creek Conservation Easement with the following requirements, seconded by Ms. Goodman, unanimously approved by all Committee members present.*

- a. *OLRT funding shall not exceed 90% of the appraised value of the conservation easement or \$550,000; whichever is less.*

- b. *Water and mineral rights will be encumbered by the conservation easement.*

- c. *The building envelope will be consistent with CHLT standards.*

iii. HTA: Fraser Valley Trail Smart Sizing (TSS) Phase I: 2020-2121

1. The Advisory Committee would like HTA to take members on a site visit next summer.

2. OLRTAC reasons for support: This project reduces future maintenance costs and eliminates social trails.

3. *Ms. McKnight made a motion to fully fund the grant request for Fraser Valley Trail Smart Sizing Phase I: 2020-2021 for \$60,000 with the requirement that a noxious weed management program be in place, seconded by Mr. Crosby, unanimously approved by all Committee members present.*

iv. HTA: National Public Lands Day 2020

1. In future National Public Lands Day grants, the Advisory Committee requires more detail.
 2. *Ms. Goodman made a motion to recommend fully funding the grant request for National Public Lands Day 2020 for \$5,500 with the requirements that (1) OLRT funding is acknowledged on the volunteer t-shirts, and (2) HTA take a stronger leadership role in local outreach to encourage more local volunteers in order to reduce the burden on the volunteers that organize NPLD, seconded by Ms. McKnight, unanimously approved by all Committee members present.*
- v. HTA: Countywide Adopt-A-Trail Program (AAT)
1. OLRT reasons for support: This program provides trail users with ownership for the trails they frequent, and it is an efficient way for HTA to conduct needed trail maintenance.
 2. *Mr. Miller made a motion to recommend fully funding the grant request for Countywide Adopt-A-Trail Program for \$12,850, seconded by Ms. Southway, unanimously approved by all Committee members present.*
- vi. HTA: Thomasson Trail
1. This trail will be primarily used for snowmobiles to get them from Town of Grand Lake to USFS, however, if the bridge is widened the trail can be groomed and Nordic use may increase.
 2. OLRT reasons for support: Upgrades to the bridge may increase Nordic skiing use during the winter and in the summer the Thomasson Trail is the only trail from Grand Lake where people can bike, horseback ride, and walk their dogs.
 3. *Mr. Crosby made a motion to fully fund the grant request for Thomasson Trail for \$53,388, seconded by Mr. Saint, motion is rejected with two Committee members abstaining from the vote.*
 4. *Mr. Crosby made a motion to amend the previous motion to fully fund the grant request for the Thomasson Trail for \$53,388 with the requirement that Headwaters Trails Alliance explore other funding sources for Phase II, seconded by Mr. Saint, unanimously approved by all Committee members present.*
- b. Town of Granby extension letter (*attachment #4*)
- i. \$6,250 was awarded to Town of Granby during the Spring 2018 grant cycle. Advisory Committee members approved a letter of extension on

March 14, 2019 to allow completion by September 30, 2019. Ms. Drexler-Dreis received an incomplete grant report on October 2, 2019 that included unanswered questions and only \$1,065 spent to date. The grant was awarded with the following requirement, "Money must be used for the initial design and public outreach to formulate a stronger work plan."

ii. Mr. Saint made a motion to approve the request for extension until October 1, 2020 with a request for more information regarding money spent to date, seconded by Mr. Miller, unanimously approved by all Committee members present.

c. OLRT Fund Marketing Plan (*attachment #5*)

- i. Ms. Drexler-Dreis will create and manage social media accounts (Instagram & Facebook) for OLRT.
- ii. Ms. Drexler-Dreis will create a mockup of signs for conservation easements for Advisory Committee review.

d. Others:

- i. District 3 vacancy: Mr. Bruchez and Mr. Miller will follow up.

e. Next meetings and important dates:

- i. November 4, 2019, 1:00pm: OLRTAC presents Fall 2019 grant cycle recommendations to BOCC @ Grand County Courthouse. Mr. Bruchez and Mr. Crosby have a conflict this day. Mr. Bruchez will talk to Ed Moyer about rescheduling this meeting.
- ii. January 16, 2020, 3:00pm-5:00pm: OLRTAC meeting @ Grand County BOCC Boardroom
- iii. February 3, 2020: Spring 2020 grant cycle opens
- iv. March 13, 2020: Spring 2020 grant cycle closes
- v. March 19, 2020, 3:00pm-5:00pm: OLRTAC meeting @ Grand County BOCC Boardroom
- vi. April 16, 2020, 3:00pm-5:00pm: OLRTAC meeting @ Grand County BOCC Boardroom

VI. Adjournment. Mr. Goodman made a motion to adjourn at 5:33pm, seconded by Ms. McKnight, unanimously approved by all Committee members present.

Grand County Open Lands, Rivers, and Trails Advisory Committee
SPECIAL Meeting Agenda
December 4, 2019 at 4:00 pm

Call in: (515) 606-5190

Code: 497369

AGENDA

- I. Call to Order and Roll Call
- II. Conflict of Interest Disclosures
- III. SPECIAL MEETING Item of Business
 - a. Grand Lake Metro Rec District Fall 2018 Grant Redistribution Request
 - i. Grant MOU and grant application (*Attachment #1*)
 - ii. Redistribution request from Don Campbell, General Manager (*Attachment #2*)
 - b. Snow Mountain Ranch extension letter request (*Attachment #3*)
- VI. Adjournment

Grand County Open Lands, Rivers, and Trails Advisory Committee
Special Meeting Agenda
December 4, 2019 at 4:00 pm

Call in: (515) 606-5190

Code: 497369

Committee Members Present:

Paul Bruchez	District 2 Rep, Chair
Joanna Goodman	Winter Park Rep, Secretary
Maura McKnight	Fraser Rep
Bob Saint	Granby Rep
Steve Sears	District 1 Rep
Cindy Southway	Grand Lake Rep, Treasurer

Others Present:

Anna Drexler-Dreis OLRTAC Administrator

- I. Mr. Bruchez called the meeting to order at 4:04pm.
- II. Conflict of Interest Disclosures
 - a. None reported.
- III. Special Meeting Items of Business
 - a. Grand Lake Metro Rec District Fall 2018 Grant Redistribution Request
(Attachment #1—original grant request and Attachment #2—redistribution letter)
 - i. Request is to use \$10k earmarked for purchase of an industrial chipper for contract labor and continued restoration of the 21-acre burn scar. This change in approach is necessary to complete the project due to the price of chippers actually ranging from \$30k-\$40k.
 - ii. It will be necessary to fully understand how the \$10k will be used in the final grant report.
 - iii. There is some concern regarding subsidizing Grand Lake Fire Wildfire Crew for the labor as that crew is already funded by property taxes.
 - iv. Some concern that GLMRD didn't do their research on the cost of industrial chippers when the grant application was submitted.
 - v. The scope and outcome of the original grant request is the same (continued restoration of the 21-acre burn area) and allowing flexibility in grant awards allows work to be completed.

- vi. OLRTAC hopes that a long-term relationship with GLMRD can be built with an understanding that future grant requests need to be more accurate and include more detail.
 - vii. Mr. Sears made a motion to approve the use of the \$10k to complete the project, which can be used for chipper rental and labor, with the expectations that (1) a full accounting be submitted with the final grant report with any unused funds returned to the OLRT fund and (2) none of the funds can go to Grand Lake Fire Wildfire Crew and can only be spent on off-duty contracted labor as to not mix Grand County tax dollars with property taxes, seconded by Ms. Goodman, unanimously approved by all Committee members present.
 - viii. Ms. Drexler-Dreis will let GLMRD know the outcome of this Special Meeting as well as OLRTAC concerns and expectations moving forward.
 - b. Snow Mountain Ranch extension letter request (*Attachment #3*)
 - i. Mr. Sears made a motion to approve the request for extension until June 30, 2020, seconded by Ms. McKnight, unanimously approved by all Committee members present.
 - c. Granby Diversion grant update from Mr. Bruchez: Design is complete, but it hasn't been built yet.
 - d. The next steps for the GOCO grant request will be discussed at the January OLRTAC meeting.
- VI. Adjournment. Mr. Southway made a motion to adjourn at 4:40pm, seconded by Mr. Sears, unanimously approved by all Committee members present.