

# Trail 77 Committee

November 28, 2011

Lake Shore City Hall

**Committee Members Attending:** Susan Amacher, Perry Beaton, Kris Driessen, Don Hoger, Teri Hastings, John Ingleman, Gayle Momchilovich, John Poston, Steve Sundstrom

**Presenters Attending:**

Katie Fernholz, Executive Director, Dovetail Partners, Inc.

David Reese, PE, Civil Engineer, Vice President, Widseth, Smith, Nolting (WSN)

**Next Meeting: Monday, December 12, 2011 at 3pm, Lake Shore City Hall**

**Agenda & Action Items for Next Meeting:**

**RFP Team** (Teri, John I, Gayle) to present draft RFP to Committee

**Homeowner Team** (John P, Steve, Teri) to distribute names of all homeowners along 77 and if they are summer or year-round residents

**Agenda Items:** 1) Committee to work on Mission (identify measures of success), 2) Determine next step with City Council for Dec. 19<sup>th</sup> meeting regarding future funding and approval of next steps.

**Minutes:**

Katie Fernholz, Dovetail Partners, Inc. presented:

- Dovetail is not an engineering firm. They see themselves foremost as a project manager with expertise in public & government stakeholder management & public engagement.
- They have worked on trails in Aitkin, Itasca, & Crow Wing counties.
- Suggested that it is important to be able to articulate the measures of success for the trail. In Aitkin Co. it was 1) environmentally responsible, 2) socially acceptable, & 3) economically beneficial.
- Also suggested that it is important to 1) know our goals, 2) stay flexible on how they are achieved, & 3) be patient
- Some of the areas where they could help are public relations, initial trail proposal, corridor identification, grant writing
- Mentioned funding opportunities such as private sponsorships, DNR, Federal grants, intern programs and that regional trails have been a focus of grants of late
- When asked how to get public involved she shared that:
  - It is important to let the public know what they can expect from the process—how they can expect the trail effort to proceed and mostly important where we are right now in the process and what they can expect as a timeframe
  - To address challenged segments of the trail, it is important to meet one-on-one with the homeowners in those segments and identify their key concern and then try to find a way to address those concerns (such as payment for easement, managing use by season, limited hours, speed limits, berms, landscaping, etc.)—but these management limits must have a reasonable

objective so as not to be an issue for grants. Another strategy is to get people used to a trail by starting with a segment that does not have as many challenges.

- She suggested that formalized public engagement begin when we actually have something to show, such as aerials with a broad swath showing proposed trail path and then asking the public to help us figure out how to do it, as the public often comes up with solutions to problems. Be open to suggestions.
- Dovetail would start working with us by having a few planning meetings utilizing their Mobius model which can be viewed on their website at [www.dovetailinc.org](http://www.dovetailinc.org). They usually bring the engineering firm in later when the project gets into design, but we may need earlier due to some of the challenges.
- Grant-In-Aid funding, which is for trails used by snowmobiles, skiers, and ATVs, was discussed for trail maintenance and could be utilized if our trail hooks into one of these trails, but we would have to comply with the grant-in-aid rules for use.

Dave Reese, WSN presented:

- Have worked on the Cross Lake & Baxter trails. In addition to engineering, they participated in several public meetings regarding routing, issues, questions, liability if give easement, and policy questions. They also staked the route center line so people could comment.
- Suggested we get the Cass County Engineer (Dave Enblom) and Land Commissioner (Josh Stevenson) involved in the process early.
- Suggested another source of funds could be BWSR (Board of Water & Soil Resources) legacy grant funds.
- Have two full-time experienced grant writers on staff. Their marketing staff is available to help with producing materials and other public relations efforts.
- Their autocad system can be very helpful in demonstrating what the trail might look like.
- Cross Lake trail was about 2 miles and was the highest priority for their Park Commission. It was totally funded by Cross Lake.
- Mentioned that one of the big challenges is drainage when working within a 66 foot right of way.

After the presentations the committee decided that, in order to make the most informed decision about which firm to select, an RFP should be prepared and sent to SEH, WSN, and Dovetail. A sub-team will work on that for the next meeting. Since we did not get to meet all members (grant-writers, engineers, etc.) from all potential companies, we will do a formal interview with their entire project team present to get a better idea of their methods and experience. It was also decided that a sub-team would identify homeowners along 77 so we could start organizing our efforts to meet with them.

Respectfully submitted,

Gayle Momchilovich

