

Boundary County Bike and Pedestrian Trail Committee, Inc.

Meeting Minutes (Unofficial until approved) : Regular Meeting

Jan 10, 2019 12:00 pm @ The Plaza

Agenda:

- Establish Quorum ● Approve & sign 12/6/18 Minutes
- Committee Reports: ● Land Acquisition ○ Development *Signs *Maintenance
 - Grants & Fundraising ○ Marketing & Outreach *Sponsorship/partnership
- Next Meeting ● Adjourn

Board Members:

Present: Eric Anderson, Scott Bourassa, Tess Rae, Greg Sprungl, John O'Connor

Quorum? Yes

Ex-Officio: Larry Davidson (Absent: Dennis Weed)

Staff: Olivia Drake

Attending: Kelly Wombacher, Sharlene Delaney, Allen Rose

The meeting was called to order by President Eric Anderson at 12:05pm. Meeting minutes for 12/6/18 were approved as amended and signed for the record.

The updated and revised sign layout for Enchanted Forest was presented and approved to move to review by the landowners.

Overall plans for the Kootenai River Trail were reviewed, with Eric present landowner layers on a google earth layout. Future: west to Tribal headquarters and east to Blume Hill or further to a South Division connection in Moyie Springs. Action Item: Dennis, Tess, Eric - ongoing landowner contacts.

* Eric will be presenting at a KVR! meeting on the 14th.

The KRT MOU has been presented to County civil counsel for review. Work will continue on a master plan with Parks & Rec. Action Item: receive County comment/approval.

Action Item: Dennis & City staff working on agency agreements.

ITD North Hill: Alternate layouts are still to be walked, mapped, and presented to ITD for approval.

Action Item: Scott leading group to create design layouts.

IDL Kootenai Trail: Discussions are ongoing regarding the IDL vision for the property. 9B Trails is hesitant to build a trail network which may be impacted by unregulated motorized use. Action Item: Dennis & Eric - ongoing IDL contacts.

Enchanted Forest: The sign layout is ready to present to the family. Further conversations are slated, including protection of the property (ie gates etc) as there are reports of undesirable activity. Action Item: Eric will continue landowner discussions.

Grant progress was delayed by the holidays. The upcoming grant schedule was reviewed. In particular, Innovia opens in February, open for two months.

Discussion was held regarding trail surfaces and the viability of TSA material.

Action Item: email upcoming Urban Renewal District meeting dates & times to those interested in attending.

The next meeting scheduled for 2/7/19, 12:00 pm @ Mugsy's
No special items were added to the agenda.

Meeting adjourned at 1:40 pm



By Secretary, Olivia Drake



Chairman, Eric Anderson

Boundary County Bike and Pedestrian Trail Committee, Inc.

Meeting Minutes (Unofficial until approved)

Regular Meeting

Feb 7 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum ● Approve & sign 1/10/19 Minutes ● Turn in time logs
- Committee Reports: ○ Land Acquisition (Trail area naming) ○ Development *Signs (kiosk) *Maintenance
○ Grants & Fundraising ○ Marketing & Outreach
- Next Meeting ● Adjourn

Board Members:

Present: Eric Anderson, Tess Rae, John O'Connor, Scott Bourassa

Absent: Greg Sprungl

Quorum? Yes

Ex-Officio: Dennis Weed, Larry Davidson

Staff: Olivia Drake

Attending: Kelly Wombacher, Sharlene Delaney, Carl Kerttu, Rob Beck, Josh Sherven

The meeting was called to order by President Eric Anderson at 12:12 pm. The meeting minutes for 1/10/19 were approved and signed for the record. Available time logs were submitted. Some trail crew hours had been submitted to Scott. **Action Item:** Scott submit all outstanding trail crew time logs to Tess for the record. Administrative (meeting) time can be submitted separately, though not required at this point. (Scott joined the meeting at 12:19)

IDL land in Paradise Valley was reviewed, along with ideas regarding approaching the adjacent landowners to find how they would like to see the property managed. Non-motorized vs multi-use was discussed, with the consensus being that new trails built by 9BTrails would need to be non-motorized to protect the trails. It may be possible to achieve this while leaving the existing perimeter road/old trail system unregulated to small atvs as it is currently. Seasonal restrictions may be needed. **Action Items:** What does IDL want or need regarding non-motorized use? What would a lease fee be for the trail system? What do adjacent landowners and Boundary County wish to see, and would they support the 9BTrails lease? Is Parks & Rec interested? The need for naming of different trail areas was discussed and will be revisited as we solidify the trail proposals.

The land acquisition topic seems to run longer on time, so the agenda will be rotated in the future. This should help to allow all attendees to be included in the discussions.

Tess met with Kelly last week and there are plans for multiple grant projects in the coming months. It is necessary to have specific projects to be labeled in the applications. Such as the kiosk and excavator, with real dollar amounts.

Action Items: Scott identify, quantify and list an estimate for asset requirements for each trail system, re: bridges, culverts, gravel, signs, tools, operator wages.

A donation policy should be considered as offers are trickling in. Should large donors be recognized more because they have more to give, or is everyone giving what they can? How can we recognize everyone

individually but not necessarily some more than others. This worked well with the signage as Far North requested that their name *not* particularly stand out.

Tess presented the first finished sign for Enchanted Forest to Scott. Tess and Carl have been discussing wooden signs which blend into the environment. Carl brought a sign as an example of what he has worked on.

Spread the word that we are in need of an equestrian (horse person) to spearhead that aspect of the trail systems. There are several miles of existing trails for equestrians which will be mapped in the spring to help get the word out. Most of this will need simple signage for those unfamiliar with the area.

We are also in need of a volunteer coordinator to organize existing and new volunteer groups & youth conservation groups, along with possible future events.

Landowner outreach has been continuing for the riverside & drainage district areas. Organizing and creating documentation regarding the benefits of trail systems will help with this outreach. Waterways is looking at grants for funding improvements for a non-motorized boat launch - the next Waterways meeting is Feb 19 at 6pm. Eric needs one or two people to help out with correspondence with an intern regarding conservation projects and outreach. More information was emailed earlier today.

Separate meetings for individual trails were discussed. Details for the larger trail systems tend to take up a lot of time in the monthly meetings and would be better approached with focus groups.

Parking development and signage is becoming crucial for the Enchanted Forest.

Action Items (additional and summary):

- * Time logs for volunteer hours to date
- * Walk and document the proposal for the ITD North Hill Landslide/Mudslide trail system
- * Meet with IDL Paradise Valley land managers
- * \$ estimates for trail requirements
- * Meet with Enchanted Forest land managers and family (ie: LLP position & long term plans, signage and parking/gating ideas, existing agreements w/ other individuals)
- * Riverside trail: URD & Waterways meetings coming up - maintain City, ITD & UP contacts
- * Looking for an equestrian leader
- * Looking for a Volunteer Coordinator
- * Enchanted Forest parking areas, possible easement to shorten private land crossings in the SW corner.

The next meeting is scheduled for March 7, 12:00 pm @ Mugsy's
Meeting adjourned at 1:56 pm


By Secretary, Olivia Drake


Chairman, Eric Anderson

VP, Scott

Boundary County Bike and Pedestrian Trail Committee, Inc.

Meeting Minutes (Unofficial until approved)

Annual Meeting

March 7, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum ● Approve & sign 2/7/19 Minutes ● Time logs & Treasurer's Report ● Guests
- Elect Officers ● Committee Heads ● Review articles & by-laws ● Annual statement, Secretary Report ● Goals
- Committee Reports: ○ Grants & Fundraising ○ Marketing & Outreach *Sponsorship/partnership *Volunteer Coord
○ Development *Signs *Maintenance ○ Land Acquisition *Trail area naming & mapping
- Next Meeting ● Adjourn

Board Members:

Present: Scott Bourassa, Tess Rae, Greg Sprungl, John O'Connor (Eric Anderson also joined after call to order)

Absent:

Quorum? Yes

Ex-Officio: Larry Davidson

Staff: Olivia Drake

Attending: Rob Beck, Rick Durden, Josh Sherven, Allen Rose, Sharlene Delaney

The meeting was called to order by Treasurer Tess Rae at 12:05 pm. The minutes for 2/7/19 were approved and signed for the record. Available time logs were submitted.

Rick introduced himself to the group and Tess gave an overview of 9B Trails along with a summary of the ongoing trail projects.

Action Item: All members to review the strategic plan so that committee projects and meetings operate efficiently towards the goals outlined.

Committee Reports:

Grants & Fundraising: Larry has been looking into the Equinox Foundation grant, which is now open and we will be vying for the maximum amount, which is capped at \$30k, toward the machinery. The application should be submitted in just over a month. There will be more discussions with Innovia also.

Action Item: Scott will talk to POP to see if we can fit into their schedule with the excavator for the upcoming season.

Kelly has created a calendar for the grant committee to keep track of opportunities. Tess has been reaching out for more committee members, and will send a thank-you letter to Far North for their help with signage.

Brian Anderson has expressed that the Kaniksu Bike Coalition may be able to help with a kiosk.

Action Item: Please keep track of all volunteers and donations so we can send thank-yous and receipts. A value should be estimated for material donations.

Marketing & Outreach: Olivia presented a draft brochure for review & input so we have something to present to people and businesses.

9B Trails is on the Urban Renewal meeting agenda for Wed. 13th at 6pm to present the Riverside Park trail project. There will be a follow-up in April with the City Council. Tess has obtained a letter of support from the Mayor. Allen has talked to Brian Woods regarding the TSA trail material and will have an estimate for Phase 1.

Eric & Olivia attended the Waterways meeting to update them on the trail project, and found that they are working on a design to upgrade the boat ramp for non-motorized access. Dennis is ready to finalize the UPRR permit when funding and signing parties are in place. **Action Item:** Keep in touch with all involved advisory boards and agencies to tie everything together and keep the vision of a long-term plan. Follow-up with letters of support.

Sponsorship/Partnership: The marketing committee will be reviewing terminology & sponsor status and hope to present a plan at the next meeting. (ie silver, gold, platinum?) The logo is being refined so it can be added to stickers or hats or t-shirts. Creating an overall recreation map for hand-outs was also considered.

Action Item: Be on the lookout - 9B Trails is looking for a volunteer coordinator to liaise with the FS and other groups such as the YCC to link volunteer opportunities with on-the-ground needs, along with training opportunities for trail work leaders.

MOTION: Rob was nominated as the committee head for external outreach. (Eric – Tess 2nd) – approved unanimously.

Action Item: Finalize and approve liability waivers.

Development / Land Acquisition:

Action Item: Scott talk to IFM re: motorized access, and continue contacts re: parking improvements.

MOTION: To name the Paradise Valley IDL land "Section 16". (Tess – Eric 2nd) approved by majority.

Action Item: Larry & Scott will be meeting further with IDL to form a lease agreement and clarify signatories, cost, non-motorized access, and approved maintenance vehicles. IDL would like to see this finalized by May.

Elect Officers:

Greg nominated Rob Beck to replace his position on the board. Rob accepted, seconded by Eric – approved unanimously. Greg will remain on the Development committee.

Eric nominated Tess Rae to continue serving in her position. Tess accepted, seconded by Scott – approved unanimously.

The remaining agenda items will be continued at the next meeting.

MOTION: to authorize the trail development committee to spend up to \$100 towards trail development expenses without prior to board approval. (Eric – John 2nd) - approved unanimously.

The next meeting is scheduled for April 4th, 12:00 pm @ Mugsy's

Meeting adjourned at 2:05 pm.



By Secretary, Olivia Drake



Chairman, Eric Anderson

(Vice Chair, Scott Bourassa)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting April 4, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum ● Approve & sign 3/7/19 Minutes ● Time logs & Treasurer's Report ● Guests
- Committees & committee heads ● Review articles & by-laws ● Goals
- Committee Reports: ○ Grants & Fundraising ○ Marketing & Outreach *Sponsorship/partnership *Volunteer Coord ○ Development *Signs *Maintenance ○ Land Acquisition *Mapping
- Next Meeting ● Adjourn

Board Members:

Present: Tess Rae, Rob Beck, John O'Connor (Scott Bourassa also joined after call to order)

Absent: Eric Anderson

Quorum? Yes

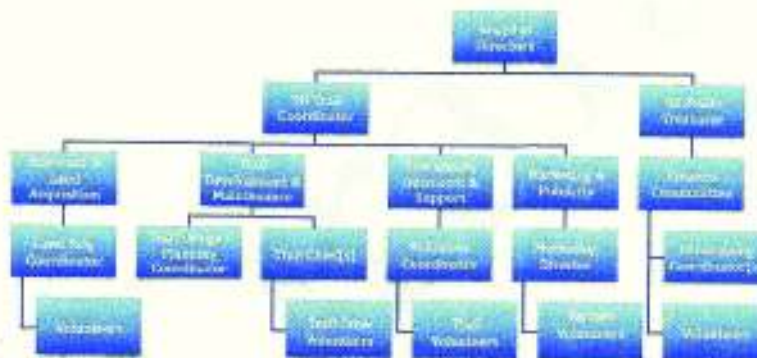
Ex-Officio: Larry Davidson (Dennis Weed absent)

Staff: Olivia Drake

Attending: Greg Sprungl, Terry Howe, Steve Holly, Julie Holly, Kelly Wombacher, Josh Sherven, Allen Rose, Sharlene Delaney

The meeting was called to order by Tess Rae at 12:08 pm. Introductions were made as there were a few new attendees.

Tess reviewed the proposed new committee outlines and organizational chart. This was created to coordinate efforts and reduce confusion. All volunteers can quickly look at the chart and associated outline to know where their focus should be, or could be, which should increase efficiency and reduce duplication of effort. Please let Tess know where you think you can fit in (or where you don't).



Committee members work on individual tasks and keep their committee head informed of their progress on a usual basis.

Committee heads keep committee members informed and on track towards goals, update the Coordinator between meetings, and update the Board at general meetings.

The marketing & publicity committee is aiming towards a publicity and fundraising campaign starting May 1st. The roll-out plan will be presented at the next meeting on May 2nd. Far North is developing decals/stickers. We are working on finishing the brochures with informational inserts. A paypal link is up and running on the website.

URA and City Council have tentatively approved \$25k funding towards Phase 1 of the Riverside Park trail. It is imperative for the City to follow through with lease agreements for UPRR and ITD. We should be able to rough out some of the trails on County property after the Commissioners sign the MOU.

Scott joined the meeting at 12:28 pm. He has discussed with Anita at Columbia bank the possibility of putting on a fundraising car wash event for 9B Trails, as Columbia puts these on each year for a non-profit. This would be Saturday May 4th. They put on the event and do the car-washing, but request that we have representatives present throughout the event.

The Kaniksu Bike Coalition has awarded 9B Trails a grant for the kiosk at Enchanted Forest. Tess is working out the details. Larry will be completing the excavator grant this week and hopefully turn in by April 10th.

Spread the word and be on the lookout for a Volunteer Coordinator.

The minutes for 3/7/19 were approved and signed for the record.

IDL is working on policy and an agreement for Section 16. They will be completing a field visit and inventorying existing roads & trails. The current plan is to allow motorized vehicles under 50" on existing mapped roads, which will not be added as a cost for the lease, which will be based upon acres/miles of trail. Scott mentioned \$100 per acre, which would total approximately \$1000 per year.

A tentative plan was set to walk & outline the Mudslide system on Sunday April 7th at 3pm.

Scott will be able to borrow the POP excavator for the beginning of the season. **Action Item:** determine the POP maintenance costs for the excavator and make sure they are reimbursed for our use.

Immediate plans for Enchanted Forest include 1) parking area development with rocks separating the parking area from the trail 2) signage & kiosk 3) look at placing a gate on Hoot Owl entrance past the parking area. MOTION to place a gate for safety & fire prevention - approved by majority vote. (Rob – Tess 2nd)

Action Item: measure for gate width, allowing for maintenance equipment entry. Cost estimate for gate & posts.

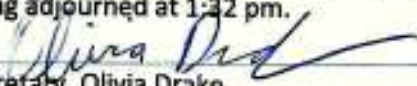
The Nordic group in Sandpoint may have used grooming equipment for rent or sale. They may be able to help with grooming or at least instruction. **Action Item:** Find what used equipment may be for sale and estimated costs so that we can apply for funding. Compare with new equipment & possible need for both wide track and single tracking grooming.

The Forest Service will have crews working on the Kootenai River Trail and there will be some FS trail maintenance & building training there May 11-12. Let Pat Hart know if you plan to be there. Pat may be able to hold a training session on trail design with 9B Trails on May 20 at Enchanted Forest. **Action Item:** Josh will confirm this with Pat and let us know when to meet.

The Health Fair is May 11th 9am-noon and we will need to sign up by April 12th if we want a booth.

The next meeting is scheduled for 5/2/19, 12:00 pm @ Mugsy's

Meeting adjourned at 1:32 pm.


By Secretary, Olivia Drake


Chairman, Eric Anderson

(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting

May 2, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum ● Approve & sign 4/4/19 Minutes ● Time logs & Treasurer's Report ● Guests
- Committee Reports: ○ Finance ○ Marketing & Publicity ○ Community Outreach & Support
○ Development & Maintenance ○ Advocacy & Land Acquisition
- Next Meeting ● Adjourn

Board Members: (roll call not taken – attendance may be inaccurate)

Present: Eric Anderson, Scott Bourassa, Tess Rae, Rob Beck, John O'Connor (none absent)

Quorum? Yes

Ex-Officio: Dennis Weed, Larry Davidson

Staff: (Secretary Olivia Drake absent)

Attending: Josh Sherven, Sharlene Delaney, Kent Rotchy

The meeting was called to order at approximately 12 pm.

Tess gave the Treasurer's Report and Finance updates. The excavator grant has been submitted. 9B Trails has received an \$1800 grant from the Kaniksu Bike Coalition for a kiosk at Enchanted Forest. **Be on the lookout for a local builder to manage the project.** A Selkirk Realtors grant has been submitted for the fitness stations. The UP grant is due May 15. Urban Renewal District has tentatively awarded \$25k towards the Riverside Park Trail.

Packets are being prepared to present for business donations, and also for sponsoring Fitness Stations. Far North Coffee Shop has named a flatbread after Section 16. Far North Logo is working on decals. Profotofix will print the brochures at a discount. (The consensus was to work with local companies as much as possible). **MOTION** to allow Boundary Abstract to sponsor the printing of 100 pamphlets. (Eric – Tess 2nd) – Discussion ensued and Beck's Furniture volunteered to help sponsor for a total of 250. Amended motion passed.

9B Trails is looking for a Volunteer Coordinator, please help spread the word.

9 miles of Section 16 has been flagged and GPSed, with a "bonus" area still to be mapped. The proposed system will then be up for approval and final agreements with IDL. The timber sale will be completed within the next 2.5 years, mostly on the north end of the property, while the trails will begin on the south end.

The Mudslide has been flagged and GPSed. Josh will send the file to Dennis to forward to the ITD rep.

POP is going to be busy with their excavator this year.

Enchanted Forest trails have held up well and there is minimal winter cleanup. There is a good amount of interest in this trail system, including local and Sandpoint riders.

Weekly rides are picking up for the year on Wednesday evenings.

Monday May 6 at 3:30, 9B Trails is meeting the Commissioners regarding Riverside Park and a preview of Section 16.

Dennis is working through the contacts with UP regarding the Riverside Park trail. Discussion surrounded different avenues towards obtaining permitting and moving the project forward. Sharlene will look into the land ownership records.

The Hospital Health Fair is this Saturday, May 11. Trail maintenance and instruction will be undertaken on the Kootenai River Walk May 11-12. Pat Hart won't be available on the 20th.

The next meeting is scheduled for 6/6/19, 12:00 pm @ Mugsy's

Meeting adjourned at approximately 1:10 pm.



By Secretary, Olivia Drake (recorded by Sharlene Delaney)



Chairman, Eric Anderson

(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting

June 6, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum ● 4/4/19 Minutes ● Approve & sign 5/2/19 Minutes ● Time logs & Treasurer's Report
- Guests/Introductions ● New Business / Adopt a Highway program
- Committee Reports: ○ Finance ○ Marketing & Publicity ○ Community Outreach & Support
○ Development & Maintenance ○ Advocacy & Land Acquisition
- Next Meeting ● Adjourn

Board Members:

Present: Eric Anderson, Scott Bourassa, Tess Rae, Rob Beck, John O'Connor (none absent)

Quorum? Yes

Ex-Officio: (absent: Dennis Weed & Larry Davidson)

Staff: Olivia Drake

Attending: Barbara Castellan, Karen Schumacher, Greg Sprungl

The meeting was called to order by President Eric Anderson at approx. 12:10 pm. Guests were welcomed and introductions were made around the room.

4/4/19 Minutes were approved for the record. 5/2 minutes have not been presented.

The Treasurer's Report: Tess will start emailing the report to the board in the future so line-items can be detailed without printing extra papers.

New Business: The adopt-a-highway program was discussed, as there is a visible area open for adoption between the golf course and Peterson hill. This is an important and worthwhile program. While 9B Trails would love to be involved, the consensus was that our volunteers are overloaded with trail-building work at this time and for the foreseeable future.

Finance:

Our fundraising push is now starting in earnest. More solicitations can begin now with the brochures and handouts. A \$10k grant was submitted to UP in May.

Donations have been coming in. Tess has been thanking individuals (*Friends of 9B Trails*) and businesses (*Sponsors & Partners*) by listing them on the webpage, 9BTrails.org. There is a paypal option on the website. A Parks & Rec grant went to the USFS this year. They really have this dialed in, and while we do not want to compete with them, it would be great to obtain some of the funding.

9B Trails was awarded a \$2500 High-Five grant for 1 of 3 fitness stations at Riverside Park.

The grant award for the excavator will be determined around the first of July.

Marketing & Publicity: The new Enchanted Forest signs have been produced.

Far North has t-shirts and stickers available for sale. (Far North has donated considerable design time and materials to our organization) Articles have been in the news outlets.

The Museum is interested in providing a letter of support for 9B Trails and may be able to help out with interpretive signing for different projects.

Community Outreach:

More people have been showing up for the Wednesday night group rides, and people are stoked! Ideas were tossed around regarding annual events and trail themes. Barbara discussed projects back east such as family oriented events where they place items such as fairy houses along the trails. Rob mentioned a trail where a multitude of cairns were stacked.

Greg, Sharlene and Julie attended the Hospital Health Fair as there is always people there interested in the trail systems. Several brochures were picked up and people especially liked the inserts.

Development & Maintenance: Monday evening trail parties will be coming soon – watch for facebook posts and/or emails. A half mile new trail has been built this spring at Enchanted Forest, with another mile planned soon. **Action Item:** 9B Trails is in need of a Volunteer Coordinator to help organize and get the volunteers where they are needed.

Land Acquisition: 11.5 miles have been flagged & GPSed on Section 16. Land managers have walked some of the trail and are agreeable to the plan. The local office is excited about this system. IDL has decided to issue a yearly land use permit instead of a lease, which should help speed up the approval process. The permit agreement has been drawn up and is waiting for regional approval. The Sandpoint Nordic Club is interested in helping with winter grooming. IDL manages for multi-use so the land will still be managed with logging, the current road system will remain open to atvs, and there will be other activities such as hunting.

The Mudslide has been GPSed and just needs official approval of the proposed trail location. This should be a quick build-out with good location and visibility if we can get the approval. **Action Item:** ITD approval for the Mudslide trail system.

The next meeting is scheduled for July 11, 12:00 pm @ Mugsy's (Not July 4 due to the holiday)

The open meeting adjourned at approx. 1:00 pm and the board entered executive session. No action was taken.



By Secretary, Olivia Drake



Chairman, Eric Anderson

(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting

July 11, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum ● Approve & sign 5/2/19 Minutes ● Approve & sign 6/6/19 Minutes
- Time logs & Treasurer's Report ● Guests
- Committee Reports: ○ Finance ○ Marketing & Publicity ○ Community Outreach & Support
○ Development & Maintenance ○ Advocacy & Land Acquisition
- Next Meeting ● Adjourn

Board Members:

Present: Eric Anderson, Scott Bourassa, Tess Rae, Rob Beck, John O'Connor **Absent:** 0

Quorum? Yes

Ex-Officio: Dennis Weed, Larry Davidson **Staff:** Olivia Drake

Attending: Holly Knickerbocker, Greg Johnson, Julie Holly, Carl Kerttu, Adam Weaver, Allen Rose

The meeting was called to order by President Eric Anderson at 12:05 pm. MOTION was made to approve both the 5/2 and 6/6 minutes. (Tess – Rob 2nd) – approved by those present.

Available time logs were submitted.

Action Item: Olivia agreed to work with Scott on an inventory list of 9B Trails tools & equipment.

Finance: The Treasurer's balance is at \$2751.41. We just received another \$2k from a generous donor. Far North has decals and shirts available for purchase. The shirts may be personalized.

The Innovia/Equinox grant was awarded for the excavator, but is \$4k short of what was requested for the excavator, trailer, and toolbox combined. We may be able to purchase the excavator in early August.

MOTION for Larry to work w/ Greg as needed to arrange for the excavator purchase. (Tess – John 2nd) – approved unanimously.

Action Item: purchase equipment and file the mandatory report within a year. Progress reports were also requested.

Additional grants being applied for include Trans-Canada, BNSF, UPRR, and Idaho Forest Group, for a total of \$15k in applications currently out. Additional funding sources were discussed. Eric mentioned Red Lodge clearinghouse for grant possibilities, and Greg said Rotary has fund request forms online.

Insurance options were reviewed. Insurance may not be needed if 9B Trails always worked under a group such as Parks & Rec. However, we wouldn't be able to go after larger grants or have the same recognition. We will need insurance for the excavator regardless.

Action Item: Eric will obtain insurance quotes. Eric will also inquire regarding the feasibility of contract amendments with Parks & Rec.

Action Item: Rob will look into IMBA membership and if there are insurance options through IMBA.

Marketing & Publicity and Community Outreach & Support (mostly covered during general discussion)

Development & Maintenance: The IDL land use permit is waiting regional approval. We are on a "rake & ride" basis through the local office until this is approved, meaning raking out a 30" trail has been approved verbally

but no real dirt-moving is allowed at this time. The permit fee may be around \$2k, but will be pro-rated for 2019. IDL is shared-use, so we are working on signage which is non-exclusive yet making it clear that the trails were created for hikers, cyclists, and cross country ski use.

Action Item: Trail crew volunteers are needed Monday evenings. Riders are also needed to help establish the line and help pound down the trail surface.

Advocacy & Land Acquisition: Robert w/ Parks & Rec has mowed a trail along the dike for the Riverside trail project. There has been no response from UPRR, so ideas were floated regarding bringing the trail up to the old bridge and leaving that part as-is. ITD is interested in an MOU with the County. We should also work with the historical society to find what alterations can be made on the old bridge for safety improvements.

The ITD engineers are too busy at the time to come look at the Mudslide area, so they would like us to form a proposal and meet with them in Coeur d'Alene. **Action Item:** Larry and Scott will try to arrange the meeting with ITD to discuss the current GPS layout, along with options for the connection between City parking areas and the lower gate.

MOTION to approve \$200 per project property, to be allowed to be spent without prior board approval, towards signage improvements for the trails on that property. (Tess – Eric 2nd) – approved unanimously.

The next meeting is scheduled for August 1, 12:00 pm @ Mugsy's

Meeting adjourned at 1:20 pm.



By Secretary, Olivia Drake



Chairman, Eric Anderson
(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting

Aug 1, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum
- Approve & sign 7/11/19 Minutes
- Time logs & Treasurer's Report
- Guests
- Committee Reports:
 - Finance
 - Marketing & Publicity
 - Community Outreach & Support
 - Development & Maintenance
 - Advocacy & Land Acquisition
- Next Meeting
- Adjourn

Board Members:

Present: Eric Anderson, Scott Bourassa, Tess Rae, Rob Beck, John O'Connor **Absent:** 0

Quorum? Yes

Ex-Officio: Larry Davidson (Dennis Weed absent) **Staff:** Olivia Drake

Attending: Allen Rose, Holly Knickerbocker, Tom Helmer

The meeting was called to order by President Eric Anderson at 12:10 pm. Minutes for 7/11 were approved as emailed. (MOTION by Tess & John 2nd – approved unanimously.)

A master volunteer list was discussed, along with waivers and sign-ins sheets for each work day. Several ideas for tracking volunteer hours surrounded the website or online reporting, however we haven't had much response for online donations. One idea was to keep the sheets in a box at the trailheads, similar to the comments sheets at some FS trails. **Action Item:** Olivia will try to obtain sign-ins when she attends work parties, and work with Scott to obtain hours for other times. The volunteer hour reporting discussion was tabled.

Tom Helmer was introduced as the new non-motorized trails program manager with Idaho Parks & Recreation. He explained his position and discussed the difficulty of funding non-motorized trails, while motorized trails are supported by user fees such as OHV stickers. Tom presented the Idaho Trails Supporter plan, which will be voluntary, like a Trails Pass program, to help fund non-motorized trails. The details are being ironed out, but funding might be offered to local trail groups per mile of maintained trails, for example. Larry spoke to the need of a continuous funding source for long-term planning and budgeting, and funding scenarios were discussed.

Tess summarized the 9B Trails projects and offered to guide Tom around Riverside Park. Insurance questions were discussed. Tom will check on insurance options for non-profits through the state insurance fund. Scott explained details of the Section 16 project.

Finance: The \$24k check for the excavator purchase was received.

Larry discussed railroad issues with regard to the Riverside Park project. It was stated that the public already has rights of access over the old bridge, however UP permits would still be required for work done within 25' of the railroad centerline. Tess has an existing proposal for the Park project. ITD would like to see a proposal from the County, and then they will create a contract for their ownership of the project area. **Action Item:** forward the County-endorsed proposal to ITD.

Eric moved to present two separate proposals together to ITD for the Riverside Park project along with the Mudslide. This prompted further discussion and the motion was tabled. The plan is to present the Riverside Park project in the following order: 1) ITD 2) UPRR 3) County 4) City. **Action Item:** meet with County Commissioners with project updates.

The IDL permit proposal was reviewed in detail. Proposed edits include: fee negotiation, motorized access for maintenance, and winter grooming of the upper singletrack in addition to the roads.

The Board agreed that Scott and Larry should discuss some proposed changes with IDL as soon as possible. The Sandpoint Nordic Club may be able to help with grooming instruction and leads on equipment.

Tess and Allen left with Tom at 1:45 to tour the project sites.

The remaining group discussed where the excavator will be used once it arrives and is covered with insurance. Enchanted Forest might be impacted with surrounding hunting use soon. The Section 16 loop would be best completed for upcoming winter use, however the trails are currently built out enough to be connected onto the existing roads for winter use.


The next meeting is scheduled for September 5, 12:00 pm @ Mugsy's

Meeting adjourned at 2:00 pm.

*Secretary note: the following actions taken outside of the regular meeting are included for the record:

On Aug 6, 2019, board approval was granted through email for the development team to purchase a chainsaw. (MOTION by Tess & John 2nd – approved by 4/5 with Eric abstaining.)

On Aug 21, 2019, a special board meeting was held at the Plaza. Executive session was entered at 5:15 pm and ended at 7:00 pm. No action was taken.


By Secretary, Olivia Drake


Chairman, Eric Anderson

(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting

Sept 5, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum
- Approve & sign 8/1/19 Minutes and Exec Session 8/21/19 Minutes
- Time logs & Treasurer's Report
- Guests
- Upcoming Parks & Rec / County meeting
- State Parks & Rec grant opportunities
- Committee Reports:
 - Finance
 - Marketing & Publicity
 - Community Outreach & Support
 - Development & Maintenance
 - Advocacy & Land Acquisition
- Next Meeting
- Adjourn

Board Members:

Present: Eric Anderson, Scott Bourassa, Rob Beck, Tess Rae by phone @ 12:20pm **Absent:** John O'Connor

Quorum? Yes

Ex-Officio: Dennis Weed, Larry Davidson

Staff: Olivia Drake

Attending: Carl Kerttu

The meeting was called to order by President Eric Anderson at 12:13pm.

MOTION (Eric, Scott 2nd) to approve the minutes, as emailed, from the 8/21/19 executive session. Approved by those present (3/5).

MOTION (Eric, Scott 2nd) to approve the minutes, as emailed, from the 8/1/19 general meeting. Approved by those present (3/5).

Scott & Olivia are working on adding up the trail crew hours, per person, for 2019.

Tess called in to the meeting at 12:20pm.

County meeting: Tess will try to arrange the meeting with County Commissioner Dinning and the Parks & Recreation board.

State Parks & Rec grant opportunities: There will be an upcoming workshop held in Coeur d'Alene which Eric & Tess will attend. Additional individuals on the finance committee may also attend.

Finance/Treasurer's Report: Tess walked through the updated financials and Treasurer's Report. The general fund balance is \$3200.45. Scott & Larry will complete the Equinox grant purchases with approved items such as trailer & toolbox locking devices & fuel cans. **Action Item:** Send Tess information on any equipment donations or reduced pricing so it can be added to the financial report and 9B Trails can show appreciation through thank-you letters and/or facebook posts and website listings.

Action Item: Track and report all of your admin and trail crew hours.

A Volunteer Coordinator is still needed.

Marketing & Publicity: The new marketing report was presented with 249 website page views and 244 Facebook followers. There has been a donation and volunteer request through the website this month. A

writer for Kootenai Valley Times is interested in attending a trail work party and complete a write-up. Rob can have volunteer forms and brochures available at Beck's Furniture.

Community Outreach: Ideas were discussed for organizing an open-house party to get people together, introduce the trails, and increase our base.

An insurance representative, Jason, called in to review the quote for general liability & equipment coverage through a Business Owner's Policy (BOP), and the separate Directors & Officers quote.

The excavator can be covered under "property away from the premises" under the BOP policy, which offers cost savings by bundling. Otherwise it would need to be covered under "inland marine". The limit for property away from the premises was quoted at \$25k to cover the excavator, and can only be increased to \$50k before requiring inland marine coverage. Each individual would have to make sure their own auto coverage will cover the trailer if/when they haul the excavator or other items.

Non-member injury would be covered under "general liability" (GL). The GL quoted is for \$1 million per occurrence, and \$2 million per year. If a volunteer or Board member was injured on the trail, that's what workman's comp or a volunteer medical policy would cover, but also where the waivers and individual personal policies would apply.

The BOP, including GL and property away from premises up to \$25k, was quoted at \$485.

The additional D&O was quoted at \$366 and covers all current and past directors & officers who have acted in good faith & not negligently.

Dennis left the meeting at 1:10 pm.

Jason agreed to send a summary explaining the quoted policy.

Eric will check into state requirements regarding workman's comp.

The call with Jason ended.

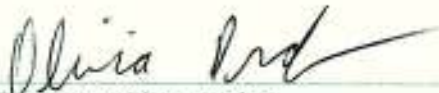
Larry mentioned that ITD allows and encourages individuals and entities to volunteer through the Adopt-a-Highway program without requiring insurance. A decision on the insurance was postponed until after the next meeting with Commissioners.

Eric discussed holding training for operating the excavator, and will look into developing a training plan.

Advocacy & Land Acquisition: MOTION (Eric, Tess 2nd) to approve the current version of the IDL contract and present to County Commissioners as soon as possible. Approved by those present (4/5).

The next meeting is scheduled for Oct. 3, 12:00 pm @ Mugsy's

Meeting adjourned at 2:15 pm



By Secretary, Olivia Drake



Chairman, Eric Anderson

(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting Oct 3, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum
- Approve & sign 9/5/19 Minutes
- Time logs & Treasurer's Report
- Guests
- Committee Reports:
 - Finance
 - Marketing & Publicity
 - Community Outreach & Support
 - Development & Maintenance
 - Advocacy & Land Acquisition
- Next Meeting
- Adjourn

Board Members:

Present: Eric Anderson, Scott Bourassa, Tess Rae, Rob Beck **Absent:** John O'Connor

Quorum? Yes

Ex-Officio: Dennis Weed, Larry Davidson **Staff:** absent Olivia Drake

Attending: Will Beasley, Bob Blanford, Josh Sherven, Allen Rose

The meeting was called to order by President Eric Anderson at approximately 12:00 pm.

The minutes from 9/5/19 were approved as emailed.

Time logs are being reviewed and completed. Please track all of your volunteer time and submit your hours. (Hours spent at Monday work parties are now being tracked by Scott & Olivia)

Guests and attendees were introduced.

The previous meetings with the County Commissioners were summarized and discussed. The Commissioners would like to have one spokesperson for 9B Trails when presenting to the County.

MOTION by Tess for Olivia to be the point person with the County Commissioners. Eric requested to table and motion died for lack of a second. MOTION by Scott to have a special meeting (executive session) immediately following the open meeting to discuss these matters. Tess seconded the motion and Eric called for all those in favor but discussion continued instead.

Section 16 phasing and timeline were discussed. The County would like to have Phase 1 of Section 16 completed before approving work on other County associated projects. (This would not include Enchanted Forest as that is a private agreement) Phase 1 completion would likely include the preliminary parking area and signage for the upper trail loop. 9B Trails would like to have the upper loop roughed in for winter use. The parking area may be delayed until spring, depending on approvals. Ideas were raised for fundraising and grants vs local donations.

Discussion moved to whether the Commissioner's request was one overall contact or one contact per project. At this time they are requesting for only one project at a time, so the point may be moot until more projects can move forward. Eric requested this discussion be held in executive session, and stressed that the bylaws state that the President is the spokesperson. Larry quoted the President's duties according to the bylaws. The 9B Trails bylaws state that the President is the principal spokesman for the board and may delegate that responsibility as deemed necessary. MOTION by Tess for Scott to be the spokesperson with the County Commissioners. Eric requested to table and believes 9B Trails should more strictly follow the bylaws. Rob seconded the motion for Scott to be the spokesperson with the Commissioners and clarified that the spokesperson at this time will be just for Section 16. The motion was approved unanimously and will be revisited when the Commissioner's request is clarified and/or for future projects.

The finance report, which was previously emailed to the board, was reviewed. The Enchanted Forest fund is currently \$2400 and includes grant funds for the kiosk which has not been completed. Scott and Carl (Kerttu) have been working on smaller signs for trail crossings. The skid trails (double track) will remain open to horses but not the singletrack at this time. There were 11 riders at Enchanted Forest for the Wednesday ride this week with riders from Sandpoint, Troy, Libby, Porthill, and Bonners Ferry.

Bob reported on the pump track in Troy and trail improvements. Some USFS trails such as Bobtail have been turned over to the local IMBA group for maintenance.

There is \$750 in the Section 16 fund, with \$5000 needed for Phase 1 completion including the parking lot and portable toilet. Tess is ready to start a fundraising campaign. Kramer has agreed to donate hauling for the parking lot if we pay for the gravel and labor. KG&T may donate a portable toilet for Section 16. Eric discussed the economic benefit that trails bring to the area and asked about applying for a State Parks & Rec grant for a vault toilet at Section 16.

The High Five deadline is Dec. 31 (for a fitness station at Riverside Park). They need an invoice from a licensed & bonded contractor. 9B Trails can contract with a contractor for the invoice and the station can be completed when the contractor is available and after Commissioner approval. For the Riverside Park trail, if the URA gives the previously approved funding to the City, and the City then puts that towards the trail, that would count for a match for a Parks & Rec grant. Larry thought that ITD was waiting for a request from the City or County to begin helping with Riverside Park approvals. Dennis explained that ITD must only negotiate with the City or County per State statute. Dennis had sent a letter a couple years ago to ITD where they would agree to the project after the ownership and trail location is clarified. ITD still has this letter and is waiting for the UPRR agreement to be in place. Larry asked about improving the trail only on ITD and County property but not across UP property.


Marketing is continuing on Facebook with thank-yous to our contributors. Larry mentioned that Trail Mix has been impressed with the extent of 9B Trails progress. Eric said we were well represented at the recent grant workshop. Many have been impressed with Enchanted Forest and mentioned the new (rototilled) section.

Larry discussed the Be Outside Idaho grant application for a snow-dog trail groomer. This grant is based on a reimbursement, so would require 9B Trails to make the purchase up front. POP obtained funding for a snow-dog for Pine Street Woods recently through Go Fund Me.

Eric requested that all contracts and grant applications be presented to the Board before submission. Dick Staples has agreed to look into survey information on the Riverside Park area, when and if he has some time. Kaniksu Land Trust may be interested in Enchanted Forest. Tess gathered a first aid kit for the trail chief(s). A log is needed for the excavator to track hours for each location. Rob presented a contract for firewood cutting on Enchanted Forest.

The next meeting is scheduled for Nov. 7, 12:00 pm @ Mugsy's. Meeting adjourned at approximately 1:50 pm.


By Secretary, Olivia Drake


Chairman, Eric Anderson
(Vice Chair, Scott Bourassa / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Action taken outside of regular meeting 10/3/19 through 10/31/19

Attachment to Regular Meeting Minutes of 10/3/19 and Executive Session Minutes of 10/10/19

Board Members:

Scott Bourassa, Tess Rae, Rob Beck, John O'Connor

Quorum? Yes

Staff: Olivia Drake

A summary of action taken since the last regular meeting was presented.

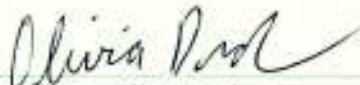
*President Eric Anderson submitted his letter of resignation on Oct. 10. *The Board voted by email to accept this resignation on Oct. 11: MOTION, via email 10/11/19, to accept the written resignation, dated October 10th, 2019, of Eric Anderson as President and as Director from Boundary County Bike and Pedestrian Trail Committee, Inc.. (Tess – Scott 2nd) approved unanimously.

*MOTION, via email 10/13/19, to appoint Tess Rae as Registered Agent and update 9B Trails's physical/ mailing address to 7177 Main St/PO Box 1764. (Scott – John 2nd) approved unanimously 10/14/19.

*MOTION, via email 10/21/19, to appoint Scott B. to sign contracts with the County Commissioners. (Tess – Rob 2nd) approved unanimously.

*Clarification to motion, via email 10/21/19, that the approval to appoint Scott B. to sign contracts with the County Commissioners, included approval of the documents in question (Section 16 Voluntary Maintenance Agreement (VMA) w/ Attachments A & B, and Enchanted Forest Assignment of Lease Agreement.) approved unanimously.

The County Commissioners signed both the Section 16 VMA and the E.F. Assignment of Lease on 10/28/19.



By Secretary, Olivia Drake



Vice Chair, Scott Bourassa

(Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved)

Regular Meeting

Nov 7, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum
- Sign previously approved 9/5/19 Minutes
- Approve & sign 10/3/19 Minutes
- Approve & sign 10/10/19 Executive Session Minutes
- Summary of action taken since last meeting
- Approve & sign attachment to Minutes 10/3/19 to 10/31/19
- Guests
- Treasurer's Report
- Time Logs & financials
- Election of new Board member
- Reinstatement/Election of Officers
- Authorized signers, accounts
- Volunteer apps
- Committee Reports:
 - Finance
 - Marketing & Publicity
 - Community Outreach & Support
 - Development & Maintenance
 - Advocacy & Land Acquisition
- Next Meeting
- Adjourn

Board Members:

Present: Scott Bourassa, Tess Rae, Rob Beck, John O'Connor

Quorum? Yes

Ex-Officio: Larry Davidson (Absent: Dennis Weed) **Staff:** Olivia Drake

Attending: Leon Stanley, Katie Bourassa, Susan Lumen, Josh Sherven, Bob Blanford

The meeting was called to order by Treasurer Tess Rae at 12:08 pm.

Minutes from 9/5/19 were signed as previously approved.

Minutes from 10/3/19 and 10/10/19, along with Minutes summarizing the action taken outside of meetings 10/3/19 through 10/31/19 were reviewed and approved.

MOTION to approve the minutes for 10/3/19, along with the exec. Session minutes for 10/10/19. (John – Rob 2nd) – approved unanimously

**Secretary note: included for the record: On Oct. 10, 2019, a special board meeting was held at the Plaza. Executive session was entered at 12:01 pm and adjourned at 1:00 pm. No action was taken.*

MOTION to approve the summary minutes for 10/3/19 through 10/31/19. (Rob – Scott 2nd) – approved unanimously.

Guests were introduced as introductions were made around the room.

The Treasurer's Report was presented to the Board in previous emails. The General Fund balance is currently \$3215.45. Existing funds earmarked for Riverside Park are \$5000 which is from the recently granted TC (TransCanada) Energy donation. (This can be used as matching funds to the grant the Parks & Rec is going for). Existing funds earmarked for Enchanted Forest are \$2400, and \$750 for Section 16.

Discussion centered on funding for Section 16 as it is has become a priority project with County support. The finance committee will focus on this project. Scott and Carl are working on signage for Enchanted Forest. Section 16 requires a specified type of sign.

241 trail crew hours have been logged on Section 16 from July through October.

Discussion moved to appointing a Board member to fill the remainder of Eric's term. MOTION to appoint Olivia Drake to the Board. (Tess – Scott 2nd) – approved unanimously

The group discussed options to fill the Office of President which had been left open by Eric's resignation. MOTION to elect Scott Bourassa as President. (Tess – Olivia 2nd) – approved unanimously. This opened the position of Vice President. MOTION to elect Rob Beck as Vice President. (John – Tess 2nd) – approved unanimously. MOTION for Olivia to continue serving as secretary. (Tess - Scott 2nd) – approved unanimously.

The bank account currently requires two signers and there are currently 3 authorized signers (the former President, Eric, along with the Treasurer, Tess, and Secretary, Olivia) It was decided to remove Eric's name as he has resigned, and leave Tess & Olivia as the authorized signers, without adding any new names at this time. (Action Item-Olivia)

Committee Reports: The construction of the parking area and kiosk for Enchanted Forest were discussed. The ability to do earthwork is minimized due to existing water lines.

The volunteer coordinator position was reviewed. A Director serving in this function at this time would be able to more accurately identify the duties needed for a volunteer serving in the future. Rob was asked if he could fulfill the position and he agreed to assume and develop the position. (Action Item-Rob)

Tess is working on a grant for Riverside Park. A volunteer is needed for grant writing and fundraising for the completion of Phase 1 of Section 16. Talk to Tess if you might be able to help on the finance committee. The \$250 from IFG was intended for Section 16 so will be transferred to earmarked category. The funds from the High Five grant should be processed shortly.

Bob will talk to the mill about the log purchase for the parking area at Section 16. Scooter can work on falling and bucking logs. Scott mentioned Cal may be able to donate an excavator rental for stump removal. **Action Item:** Scooter and Bob will follow up with the parking lot clearing and construction.

The initial 8 mile plan for Enchanted Forest has been broken into smaller phases with the first phase complete. The City has approved funding for the initial design for a safe connector between City roads and the lower Mudslide parking area. Olivia suggested having board members attend City Council meetings or at least follow the agendas to track progress on their transportation plan as it pertains to a trail network. Larry suggested prioritizing Section 16 and Enchanted Forest while the City works on the Mudslide and Riverside Park connectors. The County is ready to review revisions to the Riverside Park MOU. **Action Item:** (Larry) revise existing Riverside Park MOU. Tess is coordinating between Parks & Rec for the County owned portion of Riverside Park.

Tess is working on a monthly or quarterly newsletter with a volunteer spotlight, a bulletin board and educational piece along with donation information.

John has decided to step down from the board due to time limitations. He was thanked for his input. Rob discussed a possible park area on approx. 6 acres behind the furniture store between McCall and Tamarack.

Olivia asked for clarification on minors attending work parties. Any minor can attend with parental / guardian supervision, and those 14 and over can attend without a guardian present, provided volunteer forms are completed.

Weekly work parties are suspended for the season and Scott reminded everyone to be aware of the current hunting seasons.

MOTION to appoint Larry Davidson to serve on the Board to fulfill the remainder of John's term. (Tess – Olivia 2nd) – approved unanimously.

Director terms were clarified as the first 1, 2, and 3 year terms creating the staggering, and all following terms will be 3 years.

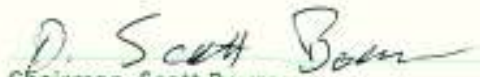
Scott was notified that the Section 16 permit has been paid and signed by IDL and the County.

The next meeting is scheduled for Dec 5th, 12:00 pm @ Mugsy's
The Agenda will include a review of the Bylaws.

Meeting adjourned at 1:42pm.



By Secretary, Olivia Drake



Chairman, Scott Bourassa

(Vice Chair, Rob Beck / Treasurer, Tess Rae)

Boundary County Bike and Pedestrian Trail Committee, Inc. (9B Trails)

Meeting Minutes (Unofficial until approved), Regular Meeting, Dec 5, 2019, 12:00 pm @ Mugsy's

Agenda:

- Establish Quorum
- Approve & sign 11/7/19 Minutes
- Time logs & Treasurer's Report
- Guests
- Discuss Bylaws
- Section 16 IDL & parking area, Phasing, Grants
- Committee Reports:
 - Finance
 - Marketing & Publicity
 - Community Outreach & Support – Volunteer Coord.
 - Development & Maintenance
 - Advocacy & Land Acquisition
- Next Meeting
- Adjourn

Board Members:

Present: Scott Bourassa, Tess Rae, Rob Beck, Olivia Drake, Larry Davidson **Absent:** 0

Quorum? Yes

Ex-Officio: (absent) Dennis Weed

Attending: Leon Stanley, Bob Blanford, Allen Rose

The meeting was called to order by President Scott Bourassa at 12:09 pm.

MOTION to approve the minutes from 11-7-19 as submitted. (Tess – Larry 2nd) – approved unanimously.

Returning guests were welcomed to the meeting.

Time logs were submitted and the tracking of administrative hours was discussed.

The treasurer's report was reviewed as previously emailed. The High Five grant and BNSF grant monies were deposited. The General Fund balance is currently \$3051.98. Existing funds earmarked for Riverside Park are \$9000, Enchanted Forest \$2400, and Section 16 \$850.

An email has been sent to subscribers on Giving Tuesday introducing the Friends of 9B Trails campaign.

Action Item (bylaws): Each board member (and anyone else interested) should review the bylaws individually and be ready to present any questions or ideas at the January and February meetings. The bylaws are standard but we should make sure that they accurately reflect the goals of the group and roles of the Board. Any needed changes will be discussed and should be ready to be finalized at the yearly March meeting.

Action Item: Also review the Strategic Plan in the same manner.

Action Item (Section 16): Scott to obtain letter of commitment from Kramer detailing the estimated cost for what 9B Trails will pay (gravel and operator wages) for the parking lot, and including the estimated cost of what the company will donate (machinery). (Ask about stump removal option)

Action Item: Larry & Scott to estimate quantity and price of all required items to finish Section 16, all phases: Sign posts, sign decals, parking area, toilet, and kiosk. A fabric underlayment for the parking area can be priced as an option. Tess needs this data asap for the grant applications.

A portable toilet will be used first and a vault toilet will be discussed again in the future.

We will need to pay IDL for stumpage in the parking area before we start clearing trees. MOTION to pay for stumpage at Section 16 upon receiving the amount. (Tess – Larry 2nd) – approved unanimously.

Phase 1 of Section 16 includes the portion of the trail now roughed-in, and another approx. 30 yards to finish a loop, with signage.

Finance: Opportunities and procedures for a Riverside Park grant through Idaho Parks & Rec were reviewed. Tess has made multiple contacts to the advisory committee members. We have received letters of support from many different perspectives. We are working with the Tribe for interpretive signage. A water trail was also discussed. Engineering plans are not required.

Marketing & Publicity: Tess has been updating the website, adding information on facebook and is working on a newsletter and Riverside Park video.

Olivia reviewed the preliminary concept plans for recreation in the Westside Restoration project.

Community Outreach: **Action Item:** Rob will research what is needed for the Volunteer Coordinator position. Scott will contact POP to see how they organize work with youth groups.

NITC is a collaborative with POP, the Sandpoint Nordic Club and other trail users. This was organized to help work with all of the trail groups to obtain funding.

Volunteer needs were discussed regarding coordination ideas. The crew leader will plan dates and would like to know an estimate number of volunteers which would be available. This would give an idea of how many tools are needed and which portion of trail to be worked on that date. If more volunteers are available on certain days, we could consider adding crew leaders as needed. Basic training and instruction could take place before work dates are held.

The volunteer coordinator could also look into collaborating with individual user groups (bike, hiking, equestrian) and help spread the word about their groups and organized events.

[Development is primarily on hold for the season]

Advocacy & land acquisition: **Action Item:** Scott will forward the proposed addendum for the Riverside Park MOU to Tevis for review.

The next meeting is scheduled for January 2, 12:00 pm @ Mugsy's

Meeting adjourned at 1:45 pm.



By Secretary, Olivia Drake



Chairman, Scott Bourassa

(Vice Chair, Rob Beck / Treasurer, Tess Rae)