

Flagstaff Trails Initiative

Core Team Meeting

March 26, 2020 * 1-3 pm

Participants: Patrick, Debbie, Anthony, Stacey, Martin, Keith, Joe, Mark, Brian P, Matt R, Robert, Justin, Adam, Andi, Lisa

Action Items:

- Revise and finalize the draft trail strategy (**Justin, Brian P., Matt, Debbie, Joe, Adam**)
- Letters of support
 - Forest Service (**Pat, Brian P.**)
 - FBO (**Anthony**)
 - Reach out to Matt Nelson about getting an Arizona Trail Association letter (**Justin**)
- Follow up on any changes needed to get County Board of Supervisor support (**Adam, Brian G.**)
- Business sponsorships
 - Discuss equity in the sponsorship structure and outreach plan (**Justin, Anthony**)
 - Add to the [business contact list](#) (**All**)
- Craft the approach to present to Catena Foundation (**Andi - organize, Anthony, Justin, Robert, Brian P., Adam**)
- Non-profit
 - Send lawyer recommendation with a cost estimate to Core Team with the amount currently in the FTI treasury (**Justin**)
 - Send letter of intent to board candidates (**Justin**)
- Send a doodle for the next Core Team meeting during the first week of May (**Adam**)

General Updates

Forest Service

- Kevin is remoting in to Montana, so hasn't physically moved yet, Pat is taking over from him within FTI
 - Big focus on COVID-19 response

City of Flagstaff

- Stacey is heavy into emergency management, still working on grant applications and reviewing
 - Robert submitting one

- Martin submitting one to State Parks (Recreational Trails Program - RTP) for Buffalo Park
 - Inclusion and adaptable living; more accessible/inclusive
 - Going to Council
- Another with United Way
- Need FTI letter of support for City grants, and City letters of support for FTI grants; communicate this with Stacey
- City's Active Transportation Master Plan getting drafted, should be ready in a couple of weeks; further the goals of FTI to connect FUTS to trails on perimeter of city

County

- Brian G temporarily re-assigned to help with medical supply distribution for the County

Non-profits

- FBO: talking about cancelling bike to work week
- R2R: cancelled all hikes until May

Coordinator

- Tracking hours, averaging 13/wk, but will have more time for FTI with REI closed
- Documenting tasks (completed and to-do); Lisa has been helping organize these
 - Got R2R's support letter
 - Still working on getting authorization to use funds
 - Working on comments for State Park Trails Plan, will submit tomorrow
 - Put together the google drive for core team
- Using United Way office space

COVID-19 Adjustments

- Keep going; unless agencies shut down and people stop working at all
 - Can work on letters of support
- Concern about taking things to City Council right now as it is uncertain when the next Council meeting will be; may be able to have another by May
 - Already on the calendar for May 5 to get official approval; shouldn't need to do anything unless told otherwise
 - Could ask for interim (and unofficial) approval of the trails plan from the City Manager as he can speak for the City; however, he can't be a substitute for formal adoption

Flagstaff Regional Trail Strategy

Comment Summary

- Adam sent a summary of the comments to the draft trail plan which was very helpful to understand public opinion
- Changes to the previous comment review process
 - Added categories for comments specific to MEDL or Financial Sustainability
 - Changed “Resource Conflicts” to “Resource Considerations”
 - Reframed positive to be neutral/support, and negative to be proposed changes, opposition, etc.
- General opinion
 - 72% of comments supported aspects of the trails plan with strong support for priority projects
 - 28% suggested changes or were negative
 - The very few negative comments talked about the descent from Fischer Point (don’t want that modified), Ft Valley, MEDL
 - Moderate support for proactive trail management approaches (e.g., directionality, segregated uses)
 - Broad environmental concern, but not many specifics
- Education needs based on the comments
 - Possibly need more education on FTI’s plan for unauthorized trails in general
 - Trail sustainability

Revision plan

- Need to finalize by April 17th
- 40 comments flagged for possible revisions
 - Justin, Brian P. (capacity is unknown, but better latter half of next week), Matt, Debbie, Joe will work with Adam to get a final revised version to the core team
- Artec had a thoughtful comment about the Near-Term Priorities and the need to de-emphasize some of them
 - Add Schultz Y at the top of the list with fundraising goals. The City wants to take this project on but can’t without fiscal support (didn’t know this when writing the plan), so FTI could adopt this as a project to fundraise for as it’s a perfect example of what FTI is all about.
 - Important to the MEDL group
 - Attractive as a big project because many different user groups will rally around it
 - FTI supposed to be an advocate for trails generally, and decision-makers are not seeing the importance of this project yet

- Sierra Club comments
 - Move forward with revisions already sent to them and wait for support letter from Sierra Club - should pass if executive committee votes on it
 - Drop walnut canyon
 - Emphasize alternative transportation

Adoption

- Letters of support
 - One page: describe organization, engagement with the process, emphasize any points they want to emphasize
 - FS letter: Brian and Pat
 - FBO: Anthony
 - ACE letter was approved by board
 - Lots of dialogue, particularly around Mark's involvement and how ACE can give additional support to FTI
 - Don't have signed letter yet, but it's on its way
 - Reach out to Matt Nelson for letter of support from AZ Trail Association
 - Adam talked to Brian G. about shifting board approval process; will let the Core Team know
- Potential political support
 - Mark has a contact to connect with aides/staffers for politicians and was asked about support from Senators McSally and Sinema
 - Uncertainty with what's happening right now, but in future will reach out to all politicians (relevant to our area) equally
 - Particular benefits around funding (specific grants or funding requests)

MEDL Update

- Close to having a draft set of recommendations to go to the FS; have one more meeting next week
 - Robust set of recommendations that are very site-specific
 - Includes detail on social trails that should be kept open/decommissioned; process has worked really well for this
 - Aligns with FTI, especially with Schultz Y
- 10 month process so far
- Looking at working through the mechanics of finishing the recommendations in May/June then have proposed action to the public, would then go into NEPA process; hoping to have it all resolved by fall 2021
- Want to get recommendations/comments from Core Team; can do at the next Core Team meeting

- Will be talking through those recommendations with the City

Financial Sustainability

Updates

- 2 meetings since the last Core Team meeting
 - First meeting had a lot of people, but pace is drastically slowing
 - 5 or 6 people at the second meeting
- Liquor license donations (required to donate 10% of profits to a non-profit); working on getting in on these
- Grants (current main focus)
 - Application for Spark grant was sent (\$30,000); should hear back by April 14th
 - REI grant due on April 19th, will know by mid-May
 - SEE grant application
- Sponsorships
 - Business partnerships and outreach currently halted
 - Strategizing how to do this when it gets to that point
 - Focusing on the high use of trails right now to entice donations in the future
 - Working on the draft tier structure (levels); what each of those levels will receive
 - Will be talking about these at the next meeting
 - Make sure this is equitable; [Justin and Anthony will talk about this](#)
 - Started [list of business contacts](#) with existing connections to prepare for when business outreach starts
 - Justin will send the list; [add more names of people who have connections with the Core Team](#)

Catena Foundation

- Andi met with Mike Wight (based in Durango) with Catena Foundation
 - Sub-areas including recreation, watersheds; interested in supporting place-based and regional trails planning projects
- They are very interested in talking about projects planned by FTI and the MEDL group, particularly the larger projects and those that are related to both recreation and restoration
 - Interested in funding facilitation services, potentially coordinator position as well, larger coordination effort with trails group
 - Director of Catena used to live in Flagstaff, so has a vested interest in this area
 - Big focus on relationship building

- They want a lasting sustainable effort (funding for FTI, projects that would benefit, coordination with FTI to support the effort, etc)
- Anthony working with Catena right now for trail work meant to be a proof of concept to move forward and fund parts of MEDL with matching funding/volunteer time
 - Have been having the MEDL conversation for 2 years now and has been very successful so far
 - Good relationship with IMBA as well since there is an informal mtn bike component
- Mike provided a concept paper, and the next step is to send specific ideas and concepts back to him
 - Schultz Y project including trails and restoration, incorporating the MEDL work and recommendations
 - [Andi, Anthony, Justin, Robert, Brian P., Adam craft this approach; Andi will organize](#)

Non-Profit

- Want to finalize the documents and send out for legal review; the Core Team reviewed all pending changes/comments, and the approved changes are highlighted below

Articles of Incorporation

- Need names and business addresses of initial board of directors to sign it
- Justin as lawful statutory agent

Bylaws

- Number of directors (5-11)
- Quarterly meetings required - change this to bimonthly since hoping for a working board
 - Letter of intent calls for monthly meetings, so hoping for more often than quarterly
- One or more vice-president changed to just one
- “Competent individual” to annually review the books/records
 - Treasurer should always present this information to the board, does not necessarily have to be a CPA
- Need signatures before legal review
 - Want to pay for legal review, would be around \$1200 (should have enough in FTI account for this) - no response from 2 lawyers to do the work pro bono

- Justin give recommendation for lawyer with a cost estimate to Core Team, and amount in FTI treasury right now
 - Check AZ Association of Non-Profits

Board

- Letter of intent is ready to send out; Justin will send at the end of March, and should be ready to vote by next meeting
 - 11 people on the list right now; want at least 2 or 3 from Core Team on the Board
- Reached out to Flagstaff Young Professionals and Chamber of Commerce for recommendations before the lockdown; have not heard back yet

Education and Outreach

- Utilizing social media; 2-3 posts per week spreading positivity
 - Summer is going to focus on visitors from Phoenix and Tucson to keep people safe and divert foot traffic to less-traveled area
- Bike patrol on hold
- Bimonthly newsletter; first will be mid-April and will include trail etiquette and FTI updates
- Etiquette campaign coming together
 - Designing trifolds that will hopefully be funded by the SEE grant
 - Matt will submit
 - Etiquette and trail academy combination for this grant
 - No new installation so doesn't require State Historic Preservation Office (SHPO) approval
 - Would also help fund Justin's time
- Major website update coming soon

Next meeting: first week of May (Adam will send doodle)