Minutes of a Meeting of the Outdoor Heritage Fund Advisory Board  
Held on November 30, 2017 at 1:00 p.m.  
DMR Conference Room, 1000 E Calgary  
Bismarck, ND

Present:  Jim Melchior, OHF Advisory Board Chairman  
Randy Bina, OHF Advisory Board  
Joshua DeMorrett, OHF Advisory Board  
Tyler Dokken, OHF Advisory Board  
Jay Elkin, OHF Advisory Board  
Carolyn Godfread, OHF Advisory Board  
Daryl Lies, OHF Advisory Board  
Wade Moser, OHF Advisory Board  
Kent Reierson, OHF Advisory Board  
Patricia Stockdill, OHF Advisory Board  
Terry Steinwand, OHF Advisory Board  
Rhonda Kelsch, OHF Advisory Board  
Melissa Baker, OHF Advisory Board  
Larry Kotchman, OHF Advisory Board

Also Present:  A complete list of attendees is available in the Commission files

Chairman Jim Melchior called the meeting of the Outdoor Heritage Fund Advisory Board (“Board”) to order at 1:00 p.m. with a quorum being present. He noted that Bob Kuylen was unable to attend due to illness. Tom Hutchens would be attending the meeting, but would be late.

Ms. Karlene Fine, Industrial Commission Executive Director, stated the meeting is being live audio broadcasted over the internet and encouraged the members to use their microphones.

No additions or deletions were made to the agenda.

The June 26, 2017 meeting minutes were unavailable. The Industrial Commission is currently short staffed due to illness. The minutes will be available at the next meeting.

Ms. Fine presented the financial report summary as follows through September 30, 2017:

Outdoor Heritage Fund (294)  
Financial Statement - Cash Balance  
2013-2015 Biennium

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2013 Balance</td>
<td>$0.00</td>
</tr>
<tr>
<td>Interest Revenue through June 30, 2015</td>
<td>$8,181.72</td>
</tr>
<tr>
<td>Revenues through June 30, 2015</td>
<td>$18,641,972.92</td>
</tr>
<tr>
<td>Grant Expenditures through June 30, 2015</td>
<td>$(2,386,247.96)</td>
</tr>
<tr>
<td>Administrative Expenditures through June 30, 2015</td>
<td>$(90,034.88)</td>
</tr>
<tr>
<td><strong>Total Cash Balance</strong></td>
<td><strong>$16,173,871.80</strong></td>
</tr>
</tbody>
</table>

Outdoor Heritage Fund (294)  
Financial Report - Cash Balance  
2015-2017 Biennium  
November 30, 2017 OHF Advisory Board Meeting

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2015 Balance</td>
<td>$16,173,871.80</td>
</tr>
<tr>
<td>Interest Revenue through June 30, 2017</td>
<td>$20,511.34</td>
</tr>
</tbody>
</table>
Revenues through June 30, 2017                       $19,958,440.16
Grant Expenditures through June 30, 2017          $(9,276,643.39)
Administrative Expenditures through June 30, 2017 $(88,543.96)  
$26,787,635.95

54-17.8-02 North Dakota Outdoor Heritage Fund – Continuing appropriation
There is created a North Dakota Outdoor Heritage Fund that is governed by the Commission. Any money deposited in the Fund is appropriated on a continuing basis to the Commission for the purposes of this chapter. Interest earned by the Fund must be credited to the Fund. The Commission shall keep accurate records of all financial transactions performed under this chapter.

First the tax revenue collected under this chapter equal to one percent of the gross value at the well of the oil and one-fifth of the tax on gas must be deposited with the State Treasurer who shall: …

(f) Credit eight percent of the amount available under this subsection to the North Dakota Outdoor Heritage Fund, but not in an amount exceeding twenty million dollars in a state fiscal year and not in an amount exceeding forty million dollars per biennium; …

Outdoor Heritage Fund (294)
Financial Report - Cash Balance
2017-2019 Biennium
November 30, 2017 OHF Advisory Board Meeting

<table>
<thead>
<tr>
<th></th>
<th>Cash Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2017 Balance</td>
<td>$26,787,635.95</td>
</tr>
<tr>
<td>Interest Revenue</td>
<td>$  2,307.64</td>
</tr>
<tr>
<td>Revenues through September 30, 2017</td>
<td>$  1,655,926.63</td>
</tr>
<tr>
<td>Grant Expenditures</td>
<td>$(282,205.02)</td>
</tr>
<tr>
<td>Administrative Expenditures through September 30, 2017</td>
<td>$(0.00)</td>
</tr>
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<td></td>
<td>$28,163,665.20</td>
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<tr>
<td>Outstanding Administrative Expenses</td>
<td>$(150,000.00)</td>
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<tr>
<td>Outstanding Project Commitments as of September 30, 2017</td>
<td>$(17,941,559.25)</td>
</tr>
<tr>
<td>Balance</td>
<td>$ 10,072,105.95</td>
</tr>
</tbody>
</table>

54-17.8-02 North Dakota Outdoor Heritage Fund – Continuing appropriation
There is created a North Dakota Outdoor Heritage Fund that is governed by the Commission. Any money deposited in the Fund is appropriated on a continuing basis to the Commission for the purposes of this chapter. Interest earned by the Fund must be credited to the Fund. The Commission shall keep accurate records of all financial transactions performed under this chapter.

The tax revenue collected under this chapter equal to one percent of the gross value at the well of the oil and one-fifth of the tax on gas must be deposited with the State Treasurer. The State Treasurer shall allocate the funding in the following order:…

(e)   (1) For the period beginning September 1, 2017, and ending August 31, 2019, the state treasurer shall allocate eight percent of the amount available under this subsection to the North Dakota outdoor heritage fund, but not in an amount exceeding ten million dollars per biennium. For purposes of this paragraph, "biennium" means the period beginning September first of each odd-numbered calendar year and ending August thirty-first of the following odd-numbered calendar year.
(2) After August 31, 2019, the state treasurer shall allocate eight percent of the amount available under this subsection to the North Dakota outdoor heritage fund, but not in an amount exceeding twenty million dollars per fiscal year. (The full financial report is available in the Commission files.)

More current numbers as of October 31, 2017 after taking into consideration the amount of funds that have been committed, returned commitments, revenues, and administrative costs there is a balance of $11.3 million available to be awarded today. Ms. Fine discussed the projected cash flows for the fund. It is anticipated that the fund will receive an additional $8.3 million+ during the 2017-2019 biennium. As of September 30, 2017 there is a cash balance of $28 million with outstanding commitments of $17.9 million for a current balance of uncommitted dollars of approximately $10 million. In response to a question, Ms. Fine stated that fund is able to receive a maximum of $10 million and is on track to receive the full amount. In response to a question, Ms. Fine stated that if you were considering money that has not yet come into the fund, there would be $19.2 million available for the biennium. Chairman Melchior reminded the Board that currently there is only $11.3 million in cash available that could be awarded.

Mr. Melchior called on the first applicant to make their ten minute presentation.

GR10-01 - Tree & Wildlife Cover Restoration - Velva Wildlife Club - $3,186 - Directive C – Project summary: Planting of trees. (The PowerPoint presentation is available in the Commission files.) D.J. Randolph gave the presentation. In response to questions, Mr. Randolph stated the following:

- The group would be open to changing the amount of Green Ash trees to other native species to avoid Emerald Ash Bore. They want to have a mixture of trees that grow at different heights and rates. The group would also work with the local Soil Conservation District on determining the selections and ratios.
- Boxelders are shorter and spread out more which provides a lot of cover for wildlife. Oak and Green Ash provide excellent roosting habitat for wild turkey. This is the first stage of planting, and they are targeting plantings with good initial growth. In the future they plan other plantings outside so there is varying habitat of all sizes for all species.
- The access is a hybrid. Archery ranges are open to the public with a free will donation. Firearms will be open to the public provided a range master is available. Members will get first priority and will get a better rate.
- This is geared toward hunter education. Future plans include an education center. Mr. Steinwand commented that Game and Fish is putting $400,000 into this project.
- There is another 35 acres that they anticipate receiving as a gift in the future. They plan to plant tree rows and native grasses and food sources on that property in the future.

GR10-04 - Planting for the Future: Tree Habitat Program - ND Petroleum Council - $108,125 - Directive C – Project summary: 30 tree planting projects 55,000 trees. (The PowerPoint presentation is available in the Commission files.) Ron Ness gave the presentation. In response to questions, Mr. Ness stated the following:

- There is no restriction on location. As long as we are able to get the planting specialist to the area, and the landowner is willing to participate.
- Scalping is a different planting method that has worked well in the northeastern region of the state. Fabric and plastic are still an option, particularly in the southwestern part of the state. The landowner will be part of that decision.
- The PSC requirements have a 4 year monitoring timeframe. The operator normally wants it done as quickly as possible to eliminate the obligation. They anticipate completing the plantings within 2-3 years.
- There is not a contract with the landowners. This will leverage industry funds to help private landowners enhance private habitat where the landowner wants it enhanced.
• The PSC requires a log of what has been removed and what has been replaced. Each landowner knows their soil type and select which trees work the best with that type.
• Correspondence with the PSC has not indicated that specific trees need to be planted.

GR10-02 - Hi-Line Prairie Gardens and Orchard - Valley City State University - $10,000 - Directive D – Project summary: Phase 3 construction and plantings of the Hi-Line Gardens and Orchard - plantings and site preparation for pathways. (PowerPoint presentation is available in the Commission files.) Randy Grueneich gave the presentation.

Mr. Steinwand commented that this aligns well with the Governor’s Main Street Initiative.

GR10-05 - Mayville Nature Trail - Mayville Park Board - $48,445.95 - Directive D – Project summary: Development of .75 mile nature trail - unpaved walking and hiking trail and dock/bridges. (The PowerPoint presentation is available in the Commission files.) Jeff Hovde and Melissa Beach gave the presentation. In response to questions, they stated the following:
• The sediment pond itself is dry. It doesn’t drain back to the river. It is a catchall for runoff.
• They did a walk through with Game and Fish. They were informed that there is a grant through Game and Fish. The problem was that the manufacturer they had that made fishing docks is out of business and it was unclear what other vendor they could use. They are open to applying to Game and Fish for a grant for docks.
• The dock and overlook is all in one. That portion of the river is pretty narrow, so it will need to be specific. More research needs to be done. However, the company they were working with wouldn’t come onsite without financial incentive.

Ms. Baker commented that trails have been identified as a significant need in this portion of the state.

GR10-03 - Working Grassland Partnership (Phase II) - ND Natural Resources Trust/ND Association of Soil Conservation Districts, Ducks Unlimited, Pheasants Forever - $993,750 - Directive B - Project summary: Providing livestock water and fencing cost-share assistance to landowners to retain CRP acres in grasslands and develop technical rotational grazing plans to utilize livestock as the primary management tool. This phase includes Barnes, Ransom, Richland and Sargent Counties. (The PowerPoint presentation is available in the Commission files.) Terry Allbee gave the presentation. In response to questions, he stated the following:
• The producer is asked to enter into a 10 year contract. The project activity will take place within 2-3 years.
• Over a third of the money from the first phase has been spent. They anticipate that a majority of the work will be done this spring.
• The remaining funds are anticipated to be spent by the end of 2018.
• Boundary fence can be an acceptable practice with OHF funds. It is needed on CRP acres that are expiring. The lease payment is also needed. The landowner is looking for income from those acres.
• In response to a question about reducing the budget, the applicant indicated ge would like to keep the budget as proposed. Additionally, the proposal involves a partnership and it would be difficult to answer without consulting them.
• The application refers to CRP acres that are adjacent to native grassland.
• The counties from Phase I will be included in Phase II along with 4 new counties. It is anticipated that the original counties will include the bulk of the work.
• Access is incorporated as a question within the agreement with landowners. Landowners acknowledge if they want to allow public access. Plan for monitoring is to look at how many of the agreements had public access. Health of the grasslands will be assessed by annual monitoring for the first 1-2 years and then every 2-3 years following as time allows.
• There is a 10 year lease agreement to maintain the land in grazing. There is not a clause precluding the landowner from leaving the agreement and entering into a CRP agreement. There is a clause to allow for a buyback. If that would happen the funds would become available for a different project. Generally, landowners do not discuss wanting to go back to CRP.

• The applicant is willing to incorporate language in the new agreements that would ensure those acres stay in grazing land for 10 years.

GR10-06 - North Dakota Prescribed Fire Cooperative - Audubon Dakota - $150,000 - Directive B – Project summary: Funding for professionally conducted prescribed burns across ND - impacting 4,545 acres over two years and training for rural fire departments and private landowners. (The PowerPoint presentation is available in the Commission files.) Marshall Johnson and Sarah Hewitt gave the presentation. In response to questions, they stated the following:

• Project would utilize private contractors that are responsible for the burns. The private contractors carry insurance.

• Prescribed fire is a big part of grassland management. In certain areas, too much burn can take place if it occurs on a yearly basis. One fire every 3-5 years is appropriate and maximizes benefits. It should be part of a burn/graze plan.

• Pastures in ND are predominately mixtures of brome and Kentucky bluegrass, which are cool season pastures. In the middle of summer, they don’t grow as much as native plants. When targeting brome and Kentucky bluegrass, you want to look for the 4-5 leaf growth stage. This normally occurs in early May. Sites selected would be those needing that type of management. The strategy would be to time fires for addressing the cool season invasive vegetation.

Upon completion of all the presentations, Chairman Melchior opened the meeting for public comment on any of the projects. No comments were made.

Chairman Melchior thanked all the applicants for coming and making their presentations.

There was general discussion by the OHF Advisory Board on the Grant Round 10 application as follows:

GR10-01 - Tree & Wildlife Cover Restoration - Velva Wildlife Club
Chairman Melchoir reminded the Board that if approved there was a recommendation to limit the ash trees to no more than 10% and invited discussion. Mr. Reierson stated that he felt this is a great project with a lot of community buy in; they are rehabbing an area that will be used by a lot of people. It probably is unnecessary to micromanage the project. Let’s just give them our input. Mr. Lies questioned if it would fall into category of funds already available through the Ag. Dept. Ms. Stockdill stated that they’re not planning on orchard type trees. Mr. Lies stated that he felt that because this is a garden type setting, he thinks this project would qualify. It may fit better with that program. Ms. Vetsch stated that there is the Statewide Conservation Tree Planting Initiative. This would qualify and have immediate funding. There have been 2 batching rounds, but they could incorporate this project as well. Mr. Lies thinks it would be best to utilize funds already set aside.

GR10-04 - Planting for the Future: Tree Habitat Program - ND Petroleum Council
Mr. Dokken stated that the only tree requirement is that the trees not be invasive. The selection is at the discretion of the land owner.

GR10-02 - Hi-Line Prairie Gardens and Orchard - Valley City State University
Concern was expressed that this seems to be landscaping more than conservation. Other members stated that the pollinator plantings do count as conservation. Any flowering plants will contribute to this. This is not a wildlife project, but it does have value in the potential to get people outdoors. There are benefits to this project and does fit within the guidelines. Chairman Melchior pointed out that they are submitting the application under Directive D, which creates recreational places for the public. It was stated that others that have applied have been unsuccessful when applying for orchards or gardens. The pollinators
are a different kind of vegetation that has been ignored. It wouldn’t hurt to bring attention to it where people can see and learn from it.

**GR10-05 - Mayville Nature Trail - Mayville Park Board**

In response to questions, Mr. Steinwand stated Game and Fish will pay up to 75% of docks. In terms of design and funding, Game & Fish used to get their docks through Zachmeier manufacturing. The company has gone out of business. They have resorted to designing and building some themselves. The Turtle Mountain Band is working on this as well. Game & Fish could work on something that meets their needs, but the timeline will need to be extended.

**GR10-03 - Working Grassland Partnership (Phase II) - ND Natural Resources Trust/ND Association of Soil Conservation Districts, Ducks Unlimited, Pheasants Forever**

**GR10-06 - North Dakota Prescribed Fire Cooperative - Audubon Dakota**

Concern was expressed regarding burning in the Northern Plains. While it is understood that this is done a lot in southern parts of the country, the benefits to this region are questionable. The research is from Tennessee. It just seems like too many bad things happen. There is considerable risk. A conservation organization burned some acres this spring in Oliver County, and then we encountered the drought. It was viewed negatively. We should exhaust all other management tools before going this route. Other members felt that fire is a good tool for controlling invasive species. While there are concerns about fires getting out of hand, the applicant will be working with a company that has experience and is insured. This is a good opportunity to try this method and assess the results. Western Minnesota had better grazing have prescribed burns and forbs came back that hadn’t been there for years. A burn crew that is bonded and has experience offers more comfort. There is probably more success in the eastern part of the state than the western part with less rain. It’s worth looking at.

Chairman Melchior asked the voting Board members to complete their scoring sheets and turn them in to Ms. Fine.

Ms. Fine noted three conflicts of interest -- Mr. Moser, Mr. Dokken and Mr. DeMorrett had conflicts on GR10-04 – Planting for the Future.

The Board took a break while the scoring was compiled.

Chairman Melchior reconvened the Board. The summary of the scoring was distributed and Mr. Melchior asked each member to check their numbers to make sure they were correct. Ms. Fine listed the 1 project that had received six or more zeros for funding.

It was moved by Mr. Lies and seconded by Mr. Elkin that the following application not be recommended to the Industrial Commission for Grant Round 10 funding:

**GR10-06 - North Dakota Prescribed Fire Cooperative - Audubon Dakota - $150,000**

On a roll call vote Lies, Elkin, Bina, Dokken, Godfread, Melchior, Moser, Reierson and Stockdill voted yes, DeMorrett voted nay. The motion carried.

Chairman Melchior stated there are five projects remaining that have been recommended for funding and the Board will take them in the order that they were presented starting with GR10-001.

It was moved by Mr. Bina and seconded by Ms. Stockdill that the Tree & Wildlife Cover Restoration submitted by Velva Wildlife Club be recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amount of $3,186 (Application GR10-001).
Mr. Lies noted he believes it would be wise to have the applicant utilize the other funding sources that have been set aside for this type of project. Other members acknowledged that there are other funding options available. However, it was noted that because it is a small amount it is unnecessary to have them go back and apply through another program. Hopefully other small organizations will use this as a model. Chairman Melchior noted that we have approved numerous tree projects in the past.

On a roll call vote Bina, Stockdill, DeMorrett, Dokken, Elkin, Godfread, Melchior, Moser, and Reierson voted yes, Lies voted nay. The motion carried.

It was moved by Mr. Moser and seconded by Mr. Elkin that the Planting for the Future: Tree Habitat Program project submitted by the ND Petroleum Council be recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amount of $108,125 (Application GR10-004).

Chairman Melchior noted that this is a good project, and commended the Petroleum Council for trying to get ahead of some of these pipeline replacements.

On a roll call vote Moser, Elkin, Bina, DeMorrett, Dokken, Godfread, Lies, Melchior, Reierson and Stockdill voted yes, no one voted nay. The motion carried unanimously.

It was moved by Ms. Godfread and seconded by Mr. Bina that the Hi-Line Prairie Gardens and Orchard submitted by Valley City State University be recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amount of $10,000 (Application GR10-002). On a roll call vote Godfread, Bina, DeMorrett Dokken, Melchior, Reierson and Stockdill voted yes, and Elkin, Lies, and Moser voted nay. The motion carried.

It was moved by Mr. DeMorrett and seconded by Mr. Lies that the Mayville Nature Trail Project submitted by the Mayville Park Board be recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amount of $27,108 (Application GR10-005) with the condition that that funding for the dock does not utilize OHF funds.

It was moved by Mr. Reierson and seconded by Mr. Bina to amend the motion to grant full funding with the condition that the applicant must apply to Game & Fish for the dock. If they are unable to secure funding with Game & Fish, the applicant may use OHF funds.

In response to a question, Mr. Steinwand stated that there are currently not any funds available. They make funding determinations in February. He could work with the applicant to make sure they get their application in. He stated that this amendment has value because sometimes demand for the program surpasses funds available.

On a roll call vote Reierson, Bina, DeMorrett, Dokken, Godfread, Lies, Melchior, Moser, and Stockdill voted yes and Elkin voted nay. The motion carried.

It was moved by Mr. DeMorrett and seconded by Mr. Lies that the Mayville Nature Trail Project submitted by the Mayville Park Board be recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amended amount of $48,445.95 (Application GR10-005) with the condition that if the applicant is successful in receiving Game and Fish Department funding for the dock their funding be reduced. On a roll call vote Bina, DeMorrett, Dokken, Elkin, Godfread, Lies, Melchior, Moser, Reierson and Stockdill voted yes, no one voted nay. The motion carried unanimously.

It was moved by Ms. Godfread and seconded by Ms. Stockdill that the Working Grassland Partnership (Phase II) application submitted by the North Dakota Natural Resources Trust be
recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amount of $933,750 (Application GR10-003).

Concern was expressed regarding the $175,000 in the project budget for lease payments. One option could be moving those funds into improvement projects. It would be better to spread that money into more people and get more acres covered. Staffing costs should also be removed. Chairman Melchior noted that historically the Board has been firm about not using OHF funds for lease payments. The Industrial Commission has supported this. Other parties are making the lease payments. There was support for the type of activities this project would complete. However, the applicant and co-applicants have $1.3 million available to spend. We should support projects that are ready to be done immediately. How do you draw the line on the perimeter fence? Several landowners have old fences. It should be incumbent upon the landowner to install perimeter fencing.

It was moved by Mr. Moser and seconded by Mr. DeMorrett to amend the motion to grant funding in the amount of $903,750 with the condition that the funding not be used for salaries (Application GR10-003). On a roll call vote Moser, DeMorrett, Bina, Dokken, Elkin, Godfread, Lies, Melchior, and Stockdill voted yes and Reierson voted nay. The motion carried.

It was moved by Mr. Moser and seconded by Mr. Lies to further amend the motion to remove perimeter fencing from the project as an allowable use of OHF funds.

Some member felt that in the majority of the situations, perimeter fencing will be needed. Others felt that it is a benefit to the landowner, and they should pay the costs. Chairman Melchior noted that we have language in the application specifically regarding fencing. This application stated that boundary fencing will only be covered where fencing isn’t currently in existence.

On a roll call vote Moser, Lies, and Elkin voted yes and Bina, DeMorrett, Dokken, Godfread, Reierson, Stockdill, and Melchior voted no. Motion failed.

It was moved by Ms. Godfread and seconded by Ms. Stockdill that the Working Grassland Partnership (Phase II) application submitted by the North Dakota Natural Resources Trust be recommended to the Industrial Commission for Outdoor Heritage Fund funding in the amended amount of $903,750 with the condition that the funding not be used for salaries (Application GR10-003). On a roll call vote Godfread, Stockdill, Bina, DeMorrett, Dokken, Melchior, and Reierson voted yes and Elkin, Lies, and Moser voted nay. The motion carried.

Ms. Fine asked for the scoring sheets to be turned back in.

Chairman Melchior discussed promotion of the program. Because only six proposals were received this round, it was questioned whether more promotion is needed. Staff changes and hiring freezes from soil conservation districts may require a direct contact effort for education and outreach. Ms. Kelsch stated she was willing to send something out. Other opportunities included disseminating brochures at the Game and Fish Advisory Board meetings. We have funded a lot of successful projects. We need to do more to increase the awareness at the public level. Perhaps we should encourage applicants to reach out to local media. Chairman Melchior noted that there is a wealth of information on the website. Perhaps we need to expand the activities that we are willing to consider under Directive D. Perhaps we should implement firm timelines on projects to be completed. Ms. Fine noted that while contracts do have a timeline incorporated into the agreement, extensions can easily be granted. Chairman Melchior noted that conservation is intended to be at the forefront of all of the projects. Mr. Bina noted that there is significant need for parks and recreation across the state. Conservation is included in many parks. Buildings can be included, as long as they are part of a larger conservation plan. In response to a question, Ms. Fine stated that we do not issue press releases regarding projects that have received funding. In the past, reporters were following the meetings and a press release wasn’t needed. This may need to change. We can also
note in the press release that we do have funds available. Clarification on the application regarding project
duration may be needed to include timeline on when funds will be spent. Compilation of results from the
program will be beneficial and could be presented to the Board and the public.

Ms. Fine distributed a summary on the projects. (A copy of the summary is available in the Commission
files.) Ms. Fine pointed out the returned commitment portion of the report. She indicated that projects
were completed, many came in under bid and sometimes other funding sources were used. Project #33
was not completed due to lack of staff. The American Bird Conservancy included grass seeding and there
were difficulties finding the correct grass seed along with willing landowners. There have been 112
projects funded and 54 are still active. Five projects have been completed since the last meeting.

Concern was expressed regarding Ms. Campbell, who is out on medical leave. Ms. Fine stated that cards
and well wishes would be appreciated.

Ms. Fine thanked Ms. Pfennig for stepping in and helping her with this meeting.

With no further business, Chairman Melchior adjourned the meeting at 4:26 p.m.

Jim Melchior, Chairman

Recording Secretary