

FMRP Oversight Team Meeting – Summary Notes

11am, June 24, 2015 at Currents Headwater's Conference Rm.

Project Team Present – Shirley Kinsey, Garrick Swanson, Gregg Wood, Larry Farnes, Donna Gaukler

Oversight Team Present – Andrew Czorny, Barbara Berens, Chris Lounsbury, John Wilson, Pat O'Herren, Dale Bickell

Agenda Item – SharePoint Tutorial

- Garrick – Contact Stan G. with The Land Group (TLG) to send SharePoint invites to Oversight Team
- Will SharePoint work for submittals and payouts? Question for Stan G.

Agenda Item – Approval Process for Design Contingency (DC) Fees

- Projects Team should have discretion to use DC fees, already within TLG Agreement for professional services (Oversight Team will need to be updated as to how the money is being allocated)
- Process for Approval
 - Neil will provide Project Team recommendations to Barbara Berens who will poll Oversight Team, and if no objections – Neil can initiate change and have Andrew sign amendment.

Agenda Item – Open Space Designation

- Pat O'Herren to send digital Open Space designation declaration draft to Donna G.
- Donna will provide language regarding recreation

Agenda Item – Minutes Posted to Project Website

- Garrick to draft summary notes from Oversight team. Once summary notes are agreed upon by Oversight and Projects team members, they will be posted to missoulaparksandtrails.org site
- After first summary is posted, Garrick or Becky Goodrich will send notification to Board of County Commissioners, City Council, City and County Park Boards

Non Agenda Items

- Water rights update by Donna – Currently working to obtain Federal reserve surplus water rights for the west side of park
 - East side has adequate water rights with existing wells
- DJ&A has provided a draft contract amendment and scope of work for additional engineering services related to South Avenue. Engineering/construction items and tasks for South Ave. which are not related to FMRP will be managed separate from FMRP, via City Engineering.

<u>ACTION ITEM</u>	<u>RESPONSIBLE PARTY</u>	<u>DATE / DEADLINE</u>
Circulate updated CMAR Contract to Oversight Team	Garrick	June 24, 2015
Request SharePoint invites for Oversight Team from Stan G.	Garrick	June 24, 2015
Garrick to draft summary notes from Oversight team.	Garrick	ASAP