

**Greater Minnesota Regional Parks and Trails Commission
Meeting Minutes for January 3, 2014
Sartell City Hall Council Chambers**

APPROVED 2/20/14

Members Present: Rita Albrecht; Al Lieffort; Marc Mattice; Bryan Pike; Anita Rasmussen; Tom Schmitz; Barry Wendorf; LuAnn Wilcox

Members Absent: Rick Anderson; Bill Bruins; Mike Hulett; Keith Nelson; Tom Ryan

1. Call to Order

The meeting was called to order by Chair Al Lieffort.

2. Approval of Minutes

Motion by Schmitz, second by Pike: Approve the minutes for December 11, 2013. **Motion carried.**

3. Open Time for Public Comment

No guests were present.

4. Approve the Agenda

5. Unfinished Business

5.1 Meeting Dates

The tentative day for regular meetings is the third Thursday of the month. Rick Anderson and other members expressed a preference for meeting on first Fridays. **The Commission will meet on January 16 and determine the 2014 calendar at that time.**

5.2 Web Page and Photos

Photographs of Marc and Anita will be taken and submitted for the web page along with those of other members taken at the December 11 meeting.

5.3 District Map

Members discussed three versions of the map that were submitted by Dana Kazel, St. Louis County Media Specialist. **Al made note of the comments and suggestions and will submit them to Dana for revisions.**

5.4 Legacy Advisory Committee Representation

Motion by Wendorf, second by Mattice: The GMRPTC Chair will serve as a non-voting liaison/advisory member on the Legacy Advisory Committee. **Motion carried.**

(As an aside, Al said he had discussed with Anita the possibility of changing the procedures to make the At Large Commissioner the automatic Chair of the Commission.)

The Commission will reaffirm members Wayne Sames and Kathy Bergen, originally appointed by the GMRPT *Coalition*, pending verification of their desire to continue. The Commission will discuss a list of prospective appointees to fill the vacancy left by Tom Ryan at the January 16 meeting.

5.5 Schoenbauer Consulting Contract Review

Tom Schmitz is still working on revisions to the proposed contract and will submit them for discussion at the January 16 meeting. Al emphasized the need to have an agreement in place to secure these services prior to the legislative session.

6. Approve Operating Procedures - Section V.

Members discussed a revised draft of Operating Procedures, Section V, to which "District Planning Committees" (DPCs) was added. Concerns included the number of members to serve on the DPCs; whose participation will be directly solicited; how a cross section of potential members will be recruited; and the communication channels that will be employed to disseminate recruitment information. While the consensus was that elected officials at any level of government will not be excluded, their participation will not be a requirement in forming the committees. It is incumbent upon the Commissioners to establish relationships and lines of communication with legislators in their districts, to keep them informed and exchange information, but a formal advisory relationship will not be mandated in the procedures.

Motion by Rasmussen, second by Albrecht: Change "7" to "7 to 13" as the number of members on the District Planning Committees in V.A.1. **Motion carried.**

Members suggested that initial DPC appointments be for two year and three year terms, and two year terms thereafter. It was also suggested that V.A.1 be reworded to reflect that the two District Commissioners, along with the At Large Commissioner, shall recommend DPC members for appointment by the Commission.

Motion by Schmitz, second by Rasmussen: In V.A.1, that written notice will be sent to each county and each city, regardless of population. (Remove "having a population of at least 1,000 residents") Friendly amendment by Rasmussen, second by Schmitz to include "written notice to counties, cities and allied associations." Roll call vote resulted in four ayes, four nays. **Motion failed.**

Members discussed a desire to find the most efficient and effective means to solicit DPC participation from a broad cross section of district constituencies, including the use of social and electronic media. Members agreed that the recruitment process should be as "open, transparent, and inclusive as possible."

Motion by Wendorf, second by Mattice: Delineate and designate which allied associations will receive written notice under V.A.1 **Withdrawn** to accept "allied associations" as broadly inclusionary.

Motion by Wilcox, second by Mattice: To end V.A.1 with "Potential members shall be sought every two years." and striking the remainder of the sentence. **Motion carried.**

Motion by Schmitz, second by Albrecht: Strike the word "together" from V.A.2 and insert "and accept" in its place. **Motion carried.**

Motion by Schmitz, second by Albrecht: Add "statewide" to V.A.2, and reword it to read "...that have regional and statewide significance." **Motion carried.**

Motion by Mattice, second by Wilcox: Amend V.A.2 to read "The District Planning Committees shall gather and accept information about current and future parks and trails from within their districts that have regional or statewide significance to be included in district wide master plans." **Motion carried.**

Motion by Schmitz, second by Wendorf: Accept V.A.3 as written. Friendly amendment by Wendorf, second by Schmitz: Strike "counties" and insert "applicants" and add "project" preceding master plan. Friendly amendment by Mattice, second by Schmitz: Strike "each" and insert "their respective;" add "as" after plan; insert "Peer Team" between initial and screening; strike "or project" and insert "which has been." (Sentence V.A.3 as amended, thus reads: The District Planning Committees shall provide direction to applicants within their respective districts on the preparation of a project master plan, as required for a park or trail which has been rated high or medium in the initial Peer Team screening, to be considered for funding.) **Motion carried.**

7. New Business - Draft Annual Report to the Legislature

Members discussed the draft report written by Chair Al Lieffort. Commissioners appreciated the work that went into the report and the merits of publishing an annual report or white paper detailing progress, accomplishments, and aspirations, but generally agreed that as written it exceeds desirable length and obligatory content for the initial report to the legislature. Some members questioned the necessity of submitting anything, and/or of submitting it by January 15.

Motion by Wilcox, second by Rasmussen: Fulfill the statutory obligation to submit a report to the legislature by January 15 to include just the first paragraph under Executive Summary. Friendly amendment by Albrecht, second by Mattice: Add abbreviated executive summary to include: reaffirmation of support for the 40/40/20 funding allocation formula; organizational progress and aspirations; support for projects submitted for funding by the DNR. **Motion carried.**

The Chair requested that members submit wordsmithing suggestions and comments regarding content and format to him.

8. Items from Members

Al led a brief discussion of proposals driven by the Metropolitan Council to change the 40/40/20 allocation formula to 80% for near home opportunities (based on population density and visitation data) and 20% for destination opportunities. Visitation data, however, is skewed by multiple entrance points and commuter ("just passing through") visits in metro areas, resulting in "wildly inflated" figures and thus funding imbalances.

Rita Albrecht has accepted a position as Regional Planner with the DNR and is awaiting a decision from the DNR Central Office as to her continued participation on the GMRPTC. Al has spoken with Erika Rivers in the Commissioner's Office to express the need for Rita to continue on the Commission and that the Commission does not anticipate any conflicts of interest. LuAnn suggested that Rita also inform and consult with the Governor's office as the appointing authority.

9. Consent Agenda

Motion by Albrecht, second by Pike: Approve meeting expense reimbursements in the amount of \$1,982.96 and clerical services for the month of January in the amount of \$500. **Motion carried.**

10. Next Meeting and Agenda

The next meeting is Thursday, January 16, 10:00 a.m. to 3:00 p.m. at the Sartell City Hall.

Motion to adjourn by Wendorf, second by Pike. **Motion carried.**