

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner McCarty Date February 27, 1990 No. 90-191
Attention: Budget & Accounting
Greg Mack, Director, Parks & Recreation

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WHEREAS, On September 19, 1989, the Saint Paul and Ramsey County Parks Task Force presented a Plan for Parks, Trails, and Open Space to the Ramsey County Board of Commissioners and the Saint Paul City Council; and

WHEREAS, One of the recommendations of the Task Force Report was that both the County and the City establish a Parks and Recreation Commission; and

WHEREAS, Minnesota Statute 383A.07, subdivision 14, empowers Ramsey County to establish a parks commission; and

WHEREAS, Ramsey County Resolution 79-919 establishes the County's general policies for advisory committees; Now, Therefore, Be it

RESOLVED, The Ramsey County Board of Commissioners hereby establishes a Parks and Recreation Commission pursuant to Minnesota Statute 383A.07, and consistent with Ramsey County Resolution 79-919, to serve as an advisory body to the Ramsey County Board of Commissioners on parks and recreation matters relating to planning, development and operation of parks, trails, open space and recreation areas owned and operated by Ramsey County; and Be it Further

RESOLVED, That the commission's appointment and processes are defined as follows:

Size and Composition - The Parks and Recreation Commission of the County shall consist of seven (7) members who shall be residents of Ramsey County. Members of the commission will be appointed by the Ramsey County Board of Commissioners in accordance with the open appointment policies established in Resolution 79-919.

Terms of Appointment - Initial appointment to the commission shall be as follows: two appointed for a term of one year, three for a term of two years and two for a term of three years. Thereafter, the term of each member shall be three years.

(Continued)

Hal Norgard, Chairman

By Chief Clerk - County Board

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Appointment Process - The appointment process for initial commission members, subsequent appointments at the end of prescribed terms and filling of vacancies shall be in accordance with Ramsey County Resolution 79-919.

Qualifications - All commission members shall be residents of Ramsey County and have demonstrated interest in and knowledge of the Ramsey County parks and recreation system.

Staff Liaison - The Ramsey County Director of Parks and Recreation shall serve as the staff liaison to the commission. In this capacity, the Director, or designee(s), shall provide technical support to the commission, serve as recording secretary and administer the budget that may be appropriated for the commission.

Budget - All costs associated with commission activities shall be budgeted within the Department of Parks and Recreation budget. The Director of Parks and Recreation shall prepare an annual proposed commission budget after consultation with the commission.

Powers and Duties - The duties and functions of the commission shall be as follows:

- 1) Act in an advisory capacity to the Board of Commissioners in policy matters pertaining to parks, open space, trails and recreation areas.
- 2) Review and comment on proposed annual operating and long-range capital budgets of the Department of Parks and Recreation.
- 3) Participate in the review and comment on major projects that materially affect the character of use of park and open space land.
- 4) Assist in the preparation of long-range system plans and master plans for County parks, open space, trails and recreation areas.
- 5) Review and comment on policies, rules and regulations for recommendation to the County Board relating to planning and operation of the County park system.

(Continued)

Hal Norgard, Chairman

By Chief Clerk - County Board

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- 6) Maintain an interest in and understanding of the function and operation of the Parks and Recreation Department.
- 7) Endeavor to secure a full understanding of the County's needs and desires for park and recreation services and convey to the County Board the understanding of citizen sentiment regarding parks and recreation services.
- 8) Provide opportunities for information dissemination and hearings to groups or individuals regarding parks and recreation matters and participate in joint meetings with other groups of similar interest.
- 9) Prepare and present an annual "State of the Parks" report to the Ramsey County Board of Commissioners.

Meetings - The commission shall establish a regular time and place of meeting and shall hold at least quarterly meetings.

Compensation - Commission members shall receive a per diem consistent with County policy. Commission members may have fees paid to attend conferences and workshops pertaining to parks and recreation that are offered in the State of Minnesota, subject to budget capacity and approval by the Director of Parks and Recreation.

Rules and By-Laws - Pursuant to Ramsey County Resolution 79-919, the commission shall adopt by-laws and review and update, if needed, at least annually.

Hal Norgard, Chairman

By Donnie Chackler
Chief Clerk - County Board