

MICHIGAN TRAILS ADVISORY COUNCIL (MTAC)

AGENDA

MAY 20, 2020

10:00 am – 12:00 pm

MS Teams / Audio Conference

(248) 509-0316 / Access code: 860 430 060#

MEETING PROTOCOL

1. Please turn off or silence all cell phones.
2. Three-minute presentation time is allotted for any non-agenda item.
3. Members of the public who wish to address the MTAC must be authorized to speak by the Chair.

I. WELCOME AND INTRODUCTIONS

- a) Opening Statement – Committee Chair (I will review legislative charge to MTAC, role of MTAC and the importance of citizen boards generally) Bob Wilson
Committee Members
- b) Introductory statements (each member to provide brief introduction and their role on Council)
- ❖ James Kelts
 - ❖ Joseph Kuchnicki
 - ❖ Thomas Dunn
 - ❖ Jessi Adler
 - ❖ Jenny Cook
 - ❖ Kenneth Hopper
 - ❖ Donald Kauppi
 - ❖ Steven Davis
- c) Reports from Additional Advisory workgroups – Engagement Bob Wilson
- ❖ Snowmobile Advisory Workgroup - SAW
 - ❖ Nonmotorized Advisory Workgroup - NAW
 - ❖ Off Road Vehicle Advisory Workgroup – ORVAW
 - ❖ Equine Trails Subcommittee - ETS

II. BUSINESS ITEMS FOR DISCUSSION

- Bob Wilson
- a) Motion to approve the February 22, 2020 meeting minutes Committee
- b) Motion to allow the Chairman to take May 20, 2020 draft agenda items out of order Committee
- c) Requests for additional agenda items Committee
- d) Motion to approve the May 20, 2020 meeting agenda Committee

III. ACTION ITEMS

Anyone seeking more information about this meeting, wishing to provide public comment on any trail-related issue, or needing accommodations to attend this meeting should contact Anna Centofanti at 517-284-6112 (TTY/TDD711 Michigan Relay Center for the hearing impaired) or visit the MTAC Committee website. Start at www.michigan.gov/dnr, select About Us, click on Boards and Committees and then choose MTAC Advisory Board. Unless otherwise noted, all meetings are open to the public.

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|--|---|
| a) Review current MTAC Rules & Procedures and proposed amendment to rules and procedures | Bob Wilson
(see supplemental)
Committee |
| b) Elect Vice-Chair | Committee |
| c) MTAC Vacancy – Statewide Equine Tourism | Committee |
| d) Resolution 1-2020—Recognition of retiring members | Committee |
| e) Resolution 2-2020—Recognition of DNR work | (see supplemental) |
| f) Resolution 3-2020—Create funding workgroup | Committee |
| g) Discussion of annual meeting schedule for MTAC | Committee |
| IV. UPDATES | |
| a) State Trail Coordinator | Paul Yauk |
| b) United States Forestry Services (USFS) | Kristen Thrall |
| c) Update on Trail Plan
❖ PSC summaries from February section meeting | Nikki Van Bloem |
| d) Update on Pure Michigan Trails and Water Trails | Michael Morrison |
| e) Update on The Mid-American Trails and Greenways Conference | Bob Wilson |
| f) Legislative Update | Bob Wilson |
| g) DNR Staff Updates | Various Staff |
| V. Public Comment (limited to 3 minutes each) | Public |
| VI. Closing | Bob Wilson |

In addition to the agenda, the Committee reserves the right to take up any item or issue properly before the Committee

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SUPPLEMENTAL - RULE AND PROCEDURES PROPOSED CHANGES

There are three amendments that I believe are needed to the Council rules that I will be offering at our May meeting—

- 1. Simply to correct the use of the acronym DNRE to the current DNR and remove any snow reference
- 2. This amendment would be to create a new section 7 under Article 1 entitled Actions of the Council and then renumbering the remaining sections of Article 1

Section 7: Actions of the Council

The Council shall act through resolutions to express its will and intent and recommendations. A resolution may be offered by any Council member and shall be clearly worded to reflect the will and intent of the Council and shall be approved by a majority vote of the Council.

- 3. To expand our duties as the legislature amended the statute in 2014 to give the MTAC the authority to make recommendations of the use of the Pure Michigan Trails fund created in the statute and to advise the director of implementation of the act and the establishment and operation of the Pure Michigan Trails and Pure Michigan water trails.

Article III / Section I – Council Duties

In addition to the responsibilities provided in this section and otherwise provided by law, the advisory council shall do both of the following:

(a) Make recommendations to the director on the expenditure of money in the fund.

(b) Advise the director on the implementation of this part and the establishment and operation of Pure Michigan Trails and Pure Water Trails.

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
RULES OF PROCEDURE FOR THE
MICHIGAN TRAILS ADVISORY COUNCIL**

Approved May __, 2020

ARTICLE I – PUBLIC MEETINGS

Section 1: Regular Meetings

Regular meetings of the Council may be held quarterly, or as needed, for the transaction of business as may be brought before the Council. Business that the Council may perform shall be conducted at a public meeting of the committee held in compliance with the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275.

Section 2: Special Meetings

Special meetings of the Council may be called at any time by the Chairperson, or upon written request for same, filed by not less than two (2) members of the Council. All members of the Council shall be notified of special meetings at least fourteen (14) days before the date of the meeting. The reason for the meeting shall be stated and the Council shall discuss only the business stated.

Section 3: Public Meetings and Records

All meetings and records of the Council shall be open to the public. The official records of the Council shall be kept by and at the offices of the Department of Natural Resources and ~~Environment (DNRE)~~ **(DNR)**. A writing prepared, owned, used in the possession of or retained by the Council in the performance of an official function is subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246.

Section 4: Public Appearance

All persons wishing to address the Council must declare their intent by completing a **Public Appearance Card** prior to, or during the Public Appearance portion of the meeting. Persons addressing the Council will be requested to identify their name, address and the organization they belong to, if any. In those instances, in which a person is representing an organization, the presenter should indicate whether their comments represent the official views of the organization. Persons contacting the staff assistant on or before the Friday preceding the meeting will be allowed five (5) minutes for their presentation. Persons signing up after the Friday preceding the meeting will be allowed up to three (3) minutes at the discretion of the Chairperson. The Public Appearance segment of the meeting will last until closed by the Chairperson or by vote of the Council.

Section 5: Public Notices of Meetings

The Council, at its last regularly scheduled meeting of the calendar year, shall adopt a meeting schedule for the following calendar year. Public notice of the annual meeting schedule of regular meetings shall show the regular dates and times for the meetings and the place at which the meetings will be held. Public notice for all regular and special meetings shall be given by posting a copy of the notice on the Department of Natural Resource and Environment calendar and website. Agendas for regular meetings shall be posted on the website no later than fourteen (14) days prior to the meeting. Agendas for special meetings shall be posted on the website no later than seven (7) days prior to the meeting.

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
RULES OF PROCEDURE FOR THE
MICHIGAN TRAILS ADVISORY COUNCIL**

Section 6: Quorum

Fifty-one percent (51%) or more, members of the Council, shall constitute a quorum at any regular or special meeting for the purpose of transacting business of the Council. Action can be taken only by a concurring vote of the majority of the Council membership present.

Section 7: Actions of the Council

The Council shall act through resolutions to express its will and intent and recommendations. A resolution may be offered by any Council member and shall be clearly worded to reflect the will and intent of the Council and shall be approved by a majority vote of the Council.

Section 8: Voting

Voting shall be by a voice vote. A roll call may be requested by any member of the Council at any time and be duly recorded in the minutes of the meeting. Any Council member with a conflict of interest on any issue shall declare themselves and abstain from voting on that issue. A majority vote of the remaining members will bind.

Section 9: Vacancy

A vacancy on the Council occurring other than by expiration of a term shall be filled by the Governor in the same manner as the original appointment for the balance of the unexpired term. A vacancy shall not affect the power of the remaining members to exercise the duties of the Council.

Section 10: Parliamentary Authority

All meetings shall be governed by any statute pertinent to this Council, and using simplified **Robert's Rules of Order**, in all cases where they are applicable, and in which they are not inconsistent with these **Rules of Procedure** and any special rules of order the Council may adopt. Those being: **Motion, Amendment, Amending the Amendment, Substitute Motion, Speaking on Motions or Amendments, End Debate, Table, Point of Information, Point of Order or Appeal from Chair.**

Section 11: Agenda

The agenda for each regular meeting shall be prepared by the Council's Staff Assistant, in consultation with the Chairperson and other Council Members, on the basis of all materials received by the staff assistant, either written or oral, fourteen (14) days before convening of the next regular meeting and published not less than seven (7) days prior to, or immediately upon, preparation of same. An agenda for special meetings shall be prepared and sent to Council Members with the notification of the meeting.

Section 12: Recording the Proceedings

The Council's Staff Assistant shall be responsible for recording and preparing the minutes of each regular and special Council meeting. The minutes shall be in the form of summary, except motions and resolutions of the Council.

ARTICLE II - OFFICERS

Section 1: Chairperson and Vice-Chairperson

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
RULES OF PROCEDURE FOR THE
MICHIGAN TRAILS ADVISORY COUNCIL**

The Officers of the Council shall consist of a Chairperson and Vice-Chairperson. The Governor shall designate a member of the Council to serve as the Chairperson of the Council at the pleasure of the Governor. The Council may select a member of the Council to serve as Vice-Chairperson of the Council. An annual election shall be held for Vice-Chairperson.

Section 2: Chairperson Duties

The Chairperson shall normally represent the Council at such official functions as the Council shall specify. The Chairperson shall be charged with the responsibility of calling for such regular and special meetings of the Council, as are necessary, to enable the Council to carry out its assigned duties and responsibilities. The Chairperson shall preside over all such meetings and shall be entitled to vote on any matter the same as any other Council member.

Section 3: Vice-Chairperson Duties

The Vice-Chairperson shall preside in the absence of the Chairperson, and shall assume the duties of the Chairperson, whenever the absence of the Chairperson necessitates such action, or when the Chairperson shall request the Vice-Chairperson to preside when both are present.

ARTICLE III – DUTIES OF THE MEMBERS OF THE COUNCIL

Section 1: Council Duties

The Council shall advise the Director of the **DNRE DNR** and the Governor on the creation, development, operation, and maintenance of motorized and non-motorized trails in the state, including, but not limited to, snowmobile, biking, equestrian, hiking, off-road vehicle, and skiing trails. In advising the Director and Governor on the creation and development of motorized and non-motorized trails in the state, the Council shall seek to have the trails linked wherever possible. The Council may perform additional related duties as provided by Executive Orders No. 2009-45 and 2009-54, other law, or as requested by the Director or the Governor.

The Council may establish advisory workgroups as considered necessary to assist in performing the duties and responsibilities of the Council. The Council may hire or retain contractors, subcontractors, advisory, consultants, and agents and may make and enter into contracts necessary or incidental to the exercise of the powers of the Council and the performance of its duties as the Director of the **DNRE DNR** considers advisable and necessary, in accordance with state statute, and the rules and procedures of the Civil Service Commission and the Department of Technology, Management, and Budget (DTMB), subject to available funding. The Council may accept donations of labor, services, or other things of value from any public or private agency or person.

Members of the Council shall refer all legal, legislative, and media contacts to the **DNRE DNR**. The Council shall make recommendations to the **DNRE DNR** on the expenditure of money in the Trailways Fund and advise the **DNRE DNR** on the implementation of Public Act 451 of 1994 Part 721 Michigan Trailways, MCL 324.72101-324.72115.

In addition to the responsibilities provided in this section and otherwise provided by law, the advisory council shall do both of the following:

- (a) Make recommendations to the director on the expenditure of money in the fund.
- (b) Advise the director on the implementation of this part and the establishment and operation of Pure Michigan Trails and Pure Water Trails.

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
RULES OF PROCEDURE FOR THE
MICHIGAN TRAILS ADVISORY COUNCIL**

Section 2: Staff Support and Budget

The Council shall be staffed and assisted by personnel from the ~~DNRE~~**DNR**, subject to available funding. Any budgeting, procurement, or related management functions of the Council shall be performed under the direction and supervision of the Director of the ~~DNRE~~**DNR**.

Section 3: Compensation

Members of the Council shall serve without compensation. Members of the Council may receive reimbursement for necessary travel and expenses consistent with state statutes and the rules and procedures of the Civil Service Commission and the DTMB, subject to available funding. All requests by Council members for reimbursement of expenses for Council related activities (except regular and special meetings) shall be made to the staff assistant, in writing, in advance of incurring the expenses.

ARTICLE IV - AMENDMENTS

This **Rules of Procedure**, in all or in part, may be amended by a concurring vote of two-thirds of the Council membership made at any regular or special meeting, provided that the proposed amendment is provided in writing with the agenda for that meeting.

ARTICLE V – ADVISORY WORKGROUPS AND SUBCOMMITTEES

Section 1: Rules of Procedure

Articles I and II of the Rules of Procedure for the Michigan ~~Snowmobile~~ and Trails Advisory Council shall apply to all Advisory Workgroups and Subcommittees of the Council.

Section 2: Chairperson and Other Officers

The Chairperson and other Officers of the Advisory Workgroups shall be appointed by the Chairperson of the Council.

The Chairperson and other Officers of the Equine Trailways Subcommittee shall be appointed by the members of the Subcommittee.

Section 3: Vacancy

A vacancy on the Advisory Workgroup or Subcommittee occurring other than by expiration of a term shall be filled by the same manner as the original appointment for the balance of the unexpired term. A vacancy shall not affect the power of the remaining members to exercise the duties of the Advisory Workgroup or Subcommittee.

Section 4: Reports and Plans

The Advisory Workgroups and Subcommittees shall provide meeting updates, reports, and plans to the Council to assist in performing the duties and responsibilities of the Council

Section 5: Duties of the Members

Members of the Advisory Workgroups and Subcommittees shall refer all legal, legislative, and

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
RULES OF PROCEDURE FOR THE
MICHIGAN TRAILS ADVISORY COUNCIL**

media contacts to the ~~DNR~~**DNR**. The Advisory Workgroups and Subcommittees shall make recommendations to the Council and the ~~DNR~~**DNR** on the implementation of Public Act 451 of 1994 Part 721 Michigan trailways, MCL 324.72101-324.72115.

SUPPLEMENTAL - RESOLUTIONS

MTAC Resolution 1-2020

Resolved by the Michigan Trails Advisory Council to express our sincere thanks and gratitude to former Chairman of the Michigan Trails and Advisory Council John Matonich, James Duke, and Jason Rolling for their work and commitment to advancing the mission of the Michigan Trails Advisory Council and to enhance trail development, management and operation throughout the state.

Citizens are the lifeblood of our government and being able to utilize their skills and talents in advisory council settings is an extraordinary asset to the state. We collectively recognize the importance of maintaining citizen input into state government and believe that the work of John, James, and Jason have contributed significantly to the continued popularity and use of Michigan's trails. We express our sincere thanks and gratitude for their efforts.

MTAC Resolution 2-2020

Resolved by the Michigan trails Advisory Council to recognize and commend the fine work being done by Ron Olson and Paul Yauk and the staff of Parks and Recreation division within the Department of Natural Resources during this unprecedented coronavirus pandemic. These are difficult times and require an extraordinary commitment by Department employees to maintain the accessibility of parks and trails in Michigan while still enforcing the governor's safe distancing requirements.

At a time in which the public needs the ability to safely go outdoors and recreate within our natural resources, keeping are parks and trails open is an important mission and we express our sincere thanks and gratitude to Department and staff for this effort.

MTAC Resolution 3-2020

Resolved by the Michigan Trails Advisory Council that additional funding sources are necessary to help support and develop nonmotorized trails in Michigan. It is therefore resolved by the Council to create a workgroup that will compile recommendations for a variety of options for funding of nonmotorized trails in Michigan. This work group may consist of both members of the Michigan Trails Advisory Council and appropriate advisory work group members and will be assisted by appropriate staff from the DNR. The workgroup shall examine both current funding sources in Michigan and other states and work to develop new ideas and concepts funding. This workgroup may consult with other outside groups and organizations and sources of information in compiling recommendations. The workgroup shall submit their recommendations to the full Michigan Trails Advisory Council not later than December 31, 2020.