

**Parks and Trails Legacy Advisory Committee Meeting
HQ of Minneapolis Park and Rec Board
2117 West River Road N
Minneapolis, MN 55411
Thursday, December 10, 2015
9:30 am – 2:30 pm**

M I N U T E S

Members Present:

Tim Mitchell, Brook Maier, Brian Hubbard, Wayne Sames, Rick Anderson, Bob Bierscheid, Brian Hubbard, Jenny Smith, Tim Mitchell, Tony Yarusso, Asha Shoffner, Pat Stieg, Pete Royer, Nancy Hanson (via Webex: Kathy Bergen, Tom Stoa)

Liaisons: Emmett Mullin, Renee Mattson, Laura Preus (for Erika Rivers), Erika Rivers.

Guests: Jayne Miller, Adam Arvidson, Mike Kimble, Kelsey Depew
Staff: Paul Purman, Tutu Fatukasi

1. Welcome [handouts – Dec 10 agenda; Oct 22 draft minutes]

Jayne Miller, superintendent of Minneapolis Parks and Rec Board welcomed the committee to Minneapolis, and provided context for Legacy \$ funding important work in Mpls. 40% of population is minority, high number at-risk youth. With limited funding, diversity of needs in Minneapolis continue to grow.

Agenda approved

October minutes approved with attendance updates and pending a clarification from Met Council. ***Action – staff make changes, submit to LCC for posting on PTLAC site.***

2. Continued progress on Legacy Five Year Assessments

Framing today's discussion – Paul leads debrief on October meeting and presents plan for moving forward which has been put together with assistance from liaisons, chair, Benchmarks subc since October 22.

Debrief from October PTLAC meeting

Meeting in October didn't reach consensus on moving forward on Five Year Assessments, and resulted in some frustration. Today we decide how to move forward productively: time for follow up and reflection.

Debrief – Paul summarized key points he heard at October discussion:

Next Meeting-February 25, 2016

Committee Actions Required

All members and liaisons to distribute the DNR news release about open seats on LAC to their networks and contacts that would find it of interest **ASAP** (deadline for applications is Jan 7 2016).

All members whose terms are expiring an wish to be considered from reappointment must submit an application through the LCC site (see news release for link).

Each subcommittee was asked to review the summary page (containing information on all the subcommittees) and forward to Paul by January 7:

- A leader member (chair) for contact purposes.
- Any proposed change in description of the charge of the subcommittee.
- Any identification of need for additional subcommittees.

Staff and Liaison Actions Required

Tasks as identified below in these notes.

- Don't change the plan, it's a great plan.
- Align grant application with strategy
- Put more focus in Connecting People to the Outdoors
- Seamless statewide system
- Recommendations are meaningful to agencies

Comments from LAC members: discussion to now has raised/provoked -

- How members engage with respective constituents
- Misconception on how Legacy funds are being spent,
- Overlap between four pillars/strategic directions, with gray areas and looking at directions independently may be fragmented and less productive.
- During the development of the 25 Year Plan, the public were concerned with strategic direction/pillars; the committee added additional sections. So, with our customers in mind, focus, and keep it simple.
- Important to seek guidance from Committee to move forward, but recognize the leadership/management decisions agencies will make to make progress towards pillar.
- What information does this committee need to be able to give guidance?
- 25 year plan is a document that should change aside from four pillars
- Implementing Agencies are in different places with the maturity of their systems, relations with stakeholders, etc.

Present revised plan for accomplishing assessments in 2016 [handout - See 'Moving Forward' for detailed information]

- Solutions, steps and timeline: what are stories that agencies can share with committee, what has been happening and where agencies are going.
- Provide, what they need to know for the next biennium; storytelling and dialogue between agencies and committee.
- **[handouts - Draft Agendas for February and April 2016 were distributed:]**
 - o Orientation of new LAC members needs to be accomplished on a date before the Feb 25 LAC meeting.
 - o Legacy assessments, sharing of information and dialogue
 - o Moving subcommittee meetings out of bimonthly LAC meetings to free up time
 - o GMRPTC discussion in February, Benchmarks subcommittee willing to work with agencies and in-between scheduled Legacy meetings.
 - o Each month highlights a different agency in presentations.
 - o Written feedback at October 2016 meeting in preparation for Legislative session

Discussion/decision. Overall the committee appreciated the approach and goals presented in the 'Moving Forward' document and agreed to move forward using it. Below are additional detailed comments from the discussion, some of which were captured by staff on flip chart.

- Timing is ideal for new members to bring up to speed.
- Bring conversation back to Pillars, what strategies agencies have used and relate things back to the plan.
- What is the long term vision of the agencies?
- Coordinating Among partners is broader than three implementing agencies
- Thoughts for funding for next biennium
- Each agency presents on overall Legacy expenditures/directions in the past five year period
 - o Specific actions agencies are using Legacy \$ for

- What opportunities has this funding allowed agencies to do that they couldn't w/o (leveraging)?
- Real impact to community and user of Legacy dollars
- Presentation on how have things gone, look back and set up conversation on how to invest for next five year
- What specific strategic questions do the agencies want to seek guidance on from LAC? As them during the 2016 dialogues.
- How to capture committee reflection during this process
- Will the results of pending UM survey influence discussion? [answer: Information may come out by August 2016, but more likely later in the year – the survey is for the 2016 field season.]
- Modify bimonthly agendas, allowing more time in discussion!
- In between meeting, subcommittees provide feedback and specific questions for these discussions. Subcommittee members will benefit from thinking about their subc's specific role and function and how it bears on the presentations/questions/outcomes.
- Time in agenda to reflect on/tie up loose ends of previous meeting's presentation before moving on
 - Create more expanded time for discussion and may need to adjust agendas as necessary
- Updates over email and schedule follow questions at meetings
- Additional time to meetings, 15 minutes at start/at end, or 30 minutes at either end– committee comfortable with chair & Paul making that decision.
- Time to consider strategies to emphasize in the next five years

Action – staff, agency liaisons, and chair will plan February 2016 meeting consistent with these ideas as much as possible.

3. Important updates, as needed

Status of UM Survey work

- Work plan and proposal from UMN survey on parks and trails within the three agencies systems.
- Summer of 2016, currently finalizing work plan
- Inventory and tracking, most value added around on survey work with more effort in that area
- Does not include surveys for non-users of parks and trails – that will need to be accounted for in other ways
- Only includes parks and trails that are eligible for Legacy funding
- 2004 survey, younger generations at lower hours – trend
- 18 years or older to take UMN survey

Integrated website

- Regular check in meetings of three implementing agencies. Met with Tim Loesch., MNIT compiling requirements in RFP
- Identifying project manager is key next step.
- Check in with committee when as it comes together.
- The state will likely put out RFP.
- The long term care of site is a key question we must plan for now.
- Purpose of website for public to find recreational opportunities, but doesn't encompass all information – pushes users to websites of managing agencies.
- GIS data to be maintained in one place.

Other

- [International Winter Cycling Congress](#) will be held 2-4 February, 2016 in Minneapolis and Saint Paul. "This is a three-day professional development event uniting a diverse and international group of people with a shared vision of increasing bicycling and walking among people of all ages and abilities through the winter." (Tim Mitchell)
- [Right Track St. Paul](#) is taking applications to hire interns and staff. "Minnesota faces a shortage of skilled, work-ready, and diverse talent. Youth lack real-world opportunities to build skills and explore potential careers. Right Track connects Saint Paul youth and young adults with meaningful training, work, and career exploration opportunities so they are prepared to thrive in the workforce." (Asha Shoffner)

4. Planning for 2016

New member solicitation & selection [handout – DNR news release]

- News release distributed through DNR channels 10 December.
- Current members who reapply and prospective members, consider applications by January 7, 2016.
- Paul will take suggestions from committee, update the news release for inclusive language (like 'resident' instead of 'citizen'), change language on DNR website, distribute to LAC.
- ***Action - Please take news release and distribute it; also let your networks and contacts know about this opportunity!***

New member orientation

- ***Action - Suggestions for orientation (or willingness to help out) send to Brian or see additional information***
- Orientation will be separate from and before next LAC meeting.

Workplan/LAC schedule – [handout – PTLAC draft timeline Dec '15- Dec '16] Committee members liked the idea of a draft calendar looking ahead a biennium to help plan/prepare.

- Thoughts around a work plan or biennial calendar
 - o Topics: priority strategies from presentations, survey presentation, integrated website, updated Seven Year accomplishments report, etc.
 - o Rough draft through 2017 with Legislative items
- Establish hosts for LAC meetings
 - o February: GM
 - o April: DNR
 - o June: Met Council
 - o August: DNR
 - o October: GM
 - o December 8th: Met Council
- Site visits to projects that have received legacy funding, have presentations coincide with agency site visit

Check in in subcommittees – do we have the right ones? [Handout – 'Subcommittees' document from LCC website]

- Membership will be updated once new members arrive in February.
- For the current members of subcommittees:

- Is the subc description accurate, does it need to be changed?
- Are these the right subcommittees?
- Suggestion to change youth engagement subcommittee to Engagement subcommittee
- Suggestion – have the engagement subc (whether it remains youth or becomes more general) make connections with groups of interest for future PTLAC site visits
- Addressing underserved populations; diversity
 - Utilize pop up meetings or lemonade stand,
 - What is the engagement purpose?
 - Engagement toward agency work
 - 25 year plan, check in with residents on perceptions on Legacy
- Members of subcommittees do not need to be members of committees

Action - Send updated information by January 7 to Paul

5. Subcommittee meetings/reports – subcommittees met briefly to plan for 2016.

Meeting Adjourned