

Parks and Trails Legacy Advisory Committee Meeting, 8 December 2016

MINUTES PROVIDE A RECORD OF MINNESOTA'S PARKS AND TRAILS LEGACY
ADVISORY COMMITTEE MEETINGS. THESE MINUTES WERE APPROVED BY THE
COMMITTEE AT THE FEBRUARY 23, 2017.

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Parks and Trails Legacy Advisory Committee Meeting
Como Dockside
1360 Lexington Pkwy N, St. Paul, MN 55117
Thursday, December 8, 2016
9:30 am – 2:30 pm

Next Meeting – February 23, 2017

Greater MN hosts –
Robert Ney Memorial Park Reserve
5212 73rd St. NW
Maple Lake, MN 55358

Committee Actions Required

Bob Bierscheid, Katherine Bloom, Brian Hubbard volunteered to serve on a workgroup to begin discussing preparing for 2018 event(s). Paul will work with group to set up initial meeting.

MEETING MINUTES

Members Present

Asha Shoffner, Bob Bierscheid, Brian Hubbard, Kathleen Bergen, Katherine Bloom, Les Ollila, Nancy Hanson, Patrick Stieg, Tom Stoa, Wayne Sames, Tim Mitchell, Peter Royer, Renee Evans, Brook Maier

Online: Randy Sorenson

Liaisons Present: Emmett Mullin, Renee Mattson, Laura Preus, Mike Hulett, Jan Youngquist, Erika Rivers

Guests: Stefanie Sterns, Teresa Spaeth, Hollis Emery, Mike Hahm, Brett Hussong, Mae Davenport, Holly Meier, Amit Pradhananga

Staff: Paul Purman, Kelsey Depew

1. WELCOME [HANDOUTS – DEC 8 AGENDA; OCTOBER DRAFT MINUTES]

Round-room introductions.

Mike Hahm welcomed the group to the facility and affirmed the importance of Parks and Trails Legacy to the work of St. Paul Parks and Rec.

Presentation about Como Park Improvements – Brett Hussong, project manager.

December agenda approved.

October minutes approved.

2. WRAP ON 2016 LEGACY ASSESSMENT PROCESS – 2017 WORKPLAN (PAUL/BRIAN)

Group reviewed/discussed the Strategic Directions document, revised since the October PTLAC meeting through consultations with liaisons and Benchmarks subcommittee. Emmett explained the changes, two proposed workplan items for 2017.

Joint PTLAC/agency development of shared outcomes reporting. There is consensus among committee and agencies that improved shared outcomes reporting will be beneficial to everyone understanding what Parks and Trails Legacy funding is accomplishing.

Joint planning for a P&T Roundtable in 2018. Based on the discussions and findings in 2016, the liaisons recommend the committee and agencies consider collaborating on a 10 year anniversary event (or events) for the Parks and Trails Legacy Fund. Many ideas were shared about format, audiences, locations, goals; committee will develop clear objectives for event(s) in working with the agencies. The Greater and Greener Conference [Greater & Greener 2017: Parks Connecting Cities, Cultures, and Generations - an International Urban Parks Conference, July 29 - August 2, 2017](#) was offered as a possible model as well as a place to connect with future presenters/participants. We would likely work with an outside organizing vendor to manage the logistics of meeting(s). Paul and liaisons will work with a workgroup to define goal of project for further review by committee in 2017; 2018 is not that far away!

Interested in work group: Bob Biercheid, Katherine Bloom, Brian Hubbard

3. REVIEW CONFLICT OF INTEREST POLICY (PAUL)

Review of Parks and Trails Legacy Advisory Committee Member Expectations and Statutes document which includes information guiding members in determining if they have a conflict of interest, even if only potential/perceived. This came up as the liaisons reviewed Brook Maier's offer to serve as chair during 2017. Brook also is a contractor with DNR. While the committee does not make line item funding decisions (but only higher level strategic advice), this position does constitute a conflict of interest per the policy. After consultations with the DNR Ethics officer and further agency discussion, the liaisons simply remind each member to review the conflict of interest policy and be vigilant about identifying where one may arise. Procedurally, we will add a standing item "members identify potential conflict of interest" to the agenda for meetings going forward. This promotes transparency and protection to all involved – the public, agencies, and members.

4. NEW OFFICER SELECTION FOR 2017 (BRIAN)

We have heard from Brook Maier for the chair position, and Katherine Bloom for the alternate chair position. There were no objections and were both voted in for 2017. Sincere appreciation for the good service of Brian (chair) and Kathy Bergen (alternate chair) the past two terms.

Lunch

Dockside Restaurant: Pulled Pork Sandwiches, Coleslaw, Red Beans/Rice, & Cheddar Grits

5. UNIVERSITY OF MN SUMMER SURVEY REPORT (MAE DAVENPORT)

Presentation on summer survey of units across the three systems, by Mae Davenport. Assisted by Holly Meier and Amit Pradhananga. Specific questions about the presentation were answered by Mae, Amit, and Holly. Final report will be presented to the agencies in February 2017.

6. IMPORTANT UPDATES

- 40/40/20 Letter revision was presented. With minor changes text was approved; Paul will work with the funding subcommittee and liaisons to finalize and distribute.
- Integrated Website Project

- An initial usability survey went out after Thanksgiving for public review. Committee received email from Paul with link. Initial reactions (from project manager Stefanie and group):
 - It takes longer than 15 minutes to complete
 - About 500 surveys have been completed so far, which we are very pleased about
 - One of the next tasks is to give the site/widget a good name.
 - More info likely to be shared at Feb meeting
- New committee Member Recruitment Process
 - About 35 application have been turned in so far.
 - If you haven't reapplied and you'd like to, please do before the deadline (Dec 14)
- Brief Subcommittee Reports/Updates
 - Maria Lee has been hired as the 2017 IP Youth Outreach Specialist and should join the committee for its February 23 meeting.
- The next PTLAC meeting in February will be at Robert Ney Park in Wright County.
- Group established meeting schedule for 2017:
 - Feb 23rd (Greater MN hosts)
 - April 27th (DNR hosts)
 - June 22nd (Met Council)
 - Aug 24th (Greater MN)
 - Oct 26th (DNR)
 - Dec 7th (Met Council – note this is FIRST Thursday, not 4th)
- Group expressed warm thanks to Kelsey Depew, our 2016 CCMI IP Youth Outreach Specialist, for providing outstanding assistance and coordinating the PTLAC 2016 meetings and serving on the Youth and Communications Subcommittees.

7. ADJOURN AT 2:18PM

Reconvene at 2:45PM at Como Park (Zoo) Visitor Center for site tour.