

Parks and Trails Legacy Advisory Committee Meeting

Next Meeting-December 11, 2014

9:30 am – 2:30 pm
Hope Communities
611 E Franklin Ave
Minneapolis, MN 55404
612-874-8867

Committee Actions Required

Chuck will look over benchmark survey language and develop metrics where possible.

Wayne and Bob will look over benchmark survey language and revise to define terms and make statements less ambiguous.

Send photos of new legacy projects or additional information to Darin Newman by November 6 at darin.newman@state.mn.us.

Tony will work with staff and the Citizens League to complete administrative work for citizing website.

Wayne will draft a letter to summarize the committee's position on local park and trail funding.

Tom will draft a letter endorsing the 40-40-20 split for the '16-'17 biennium on behalf of the committee and distribute for comment at the December meeting.

Members should notify Lynnea by Monday, October 27 if they will serve an additional term on the committee.

Staff and Liaison Actions Required

Staff will coordinate a news release to request applications for prospective committee members.

Staff will post the position description and application after requested revisions have been made.

Request metrics on web traffic on legacy.leg.mn/ptlac website.

Provide budget update for committee at December meeting.

Marshall-Lyon County Library
201 C Street
Marshall, MN 56258
Thursday, October 23, 2014
9:30 am – 2:30 pm

M I N U T E S

Members Present: Rick Anderson; Lynnea Atlas-Ingebretson; Kathy Bergen; Bob Bierscheid; Nancy Hanson; Brian Hubbard; Chuck Kartak; Wayne Sames; Jenny Smith; Tom Stoa; Barry Warner; Dwight Morrison; Tony Yarusso

Liaisons: Luke Skinner for Erika Rivers; Arne Stefferud

Guests: Senator Bill Weber, Mike Kimible, St Paul Parks and Recreation Department; Tim Amick and Brook Wyffels, Lyon County Parks

Staff: Laurie Young, Darin Newman

1. Welcome

Paula Nemes (Marshall-Lyon County Library) and Rick welcomed the committee to the Marshall-Lyon County Library and gave an overview of the city and the region.

There was one addition to the agenda. Senator Bill Weber, Finance – Environment, Economic Development and Agriculture Division Committee, will join the committee for lunch.

Minutes approved with two typos corrected and page numbers added. Page 4, change MBA to IMBA. Page 3, change us to is.

2. Updates from the liaisons

Metropolitan Council, Arne Stefferud

Arne updated the committee on the draft *2040 Regional Parks Policy Plan*. The plan focuses on enhancing equitable use of regional parks and trails and promoting greater access to the regional parks system through transit, biking and walking.

The plan is currently in public review. A public hearing was held Monday October, 20th. The deadline for comments is Thursday, October 30th.

The next steps in the process are:

- Staff will analyze input received and develop a hearing report.
- Staff will post any revisions made to the plan.
- The plan will be discussed at the Parks and Open Space Commission meeting January 6th.
- The plan will be discussed at the Community Development Committee meeting on January 20th.

- The plan will be reviewed by Metropolitan Council on February 11 for final adoption.

The plan can be amended and is subject to review every four years.

Greater Minnesota Regional Parks and Trails Commission, Rick Anderson

The Greater Minnesota Regional Parks and Trails Commission met in Sartell last week. 92 applications came in for consideration to be a park or trail of regional significance. Two meetings have been held to begin evaluation of the applications. The evaluation team is made up of 5 people, including Wayne and Bob.

The evaluation is a good start but there are issues with missing or incomplete information on applications. Not all team members had information they needed to make a determination on regional significance. Some agencies submitted specific project proposals. The evaluation team was simply asked to rank applications high, medium, and low. The process will be improved for future submissions.

Greater Minnesota also has a draft communication plan and draft system plan.

Question: Will you have any trouble preparing a list of projects for 2015 legislative session?

Answer: No, There are already grants from prior DNR submissions to start with and add new grant submissions to Greater Minnesota. Our application process is cumbersome and needs to be improved. The two applications (one for regional designation and one for projects) look very similar and have been confused.

DNR, Division of Parks and Trails, Luke Skinner

We are in the process of filling two positions to provide support to the committee: planning supervisor and legacy program consultant. Two new CCM specialists, starting on January 19, will also support the committee: planning specialist and youth outreach specialist.

3. Assessment of the Legacy Plan's 5-year priorities

Staff outlined a draft questionnaire to be sent to park and trail providers. The questionnaire is just one method to gather data and evaluate legacy outcomes. Other methods of assessment include data from the 3 liaisons, data from the 5-year accomplishments brochure, use of the citizing site, and gathering information from other stakeholders. The questionnaire was developed and reviewed by the benchmark subcommittee and representatives from the 3 liaisons.

Discussion:

- The survey should seek more quantitative data. There is not as much value in receiving a high, medium, and low ranking for categories.

- This survey would help to get a sense of agencies' values over time, but we are probably seeking a more concrete result. The survey also has a purpose to inform the respondents as well as collect data.
- The survey is designed to answer: Has progress been made on the 5-year legacy plan priorities? Have these priorities been the same as implementing agencies' priorities? Should these continue to be 5-year priorities?
- Given these questions we should ask if agencies use the legacy plan, and are they familiar with the 5-year priorities.
- One of the committee intentions is for oversight of the 3 liaisons. We should not leave evaluation up to the 3 liaisons; that is the committee's job.
- This plan was developed with public input. The purpose of the evaluation is to find out if spending is meeting the metrics developed by the public, not to find out if agencies are meeting their priorities.
- We should set up something that can reasonably be completed every 5 years. Whatever assessment tool we develop should be able to be used again and again.
- The three columns in the survey for Connecting People to the Outdoors are critical to answering the question as to why agencies have not been spending money in this area. It would tell us if they spent other money to do this, how much, and to do what.

Question: What would you like to see at the next meeting as a continuation of this discussion? The 3 liaisons could pick one to two strategies a month to provide data on and evaluate.

- The easiest one to evaluate might be page 4, strategy number 2. Ask how many acres have been restored.
- We could ask explicitly: Has this strategy been a priority for the last 5 years? Will this be a priority for legacy spending for the next 5 years? What percentage of your agency goal have you achieved through legacy spending to date?
- We should pick one issue to dive into with detailed analysis at a time; then move on.

Action: Chuck will look over survey language and develop metrics where possible.

Action: Wayne and Bob will look over language and revise to define terms and make statements less ambiguous. (Ex. change close to home to within 15 miles of 20,000 people)

4. Subcommittee Meetings

Subcommittees met for 20 minutes.

5. Lunch

Discussion with Senator Bill Weber

Senator Bill Weber introduced himself and provided an overview of his background in the legislature. Committee members shared the committee mission, goals and purpose. The committee discussed several topics with the senator including: the 40-40-20 funding split, local park funding and the supplement vs supplant concern, role of legacy funds for ongoing operations, maintenance, and rehabilitation, and the definition of parks and trails of regional or statewide significance.

9. Subcommittee Reports

Communication Subcommittee

The 5-Year accomplishments brochure will be reprinted in January 2015 so they can be distributed for the upcoming legislative session. Edits will be made to the existing brochure. The following updates were recommended:

- Add more recent items about funding or project descriptions.
- Add information about Fiscal Year 2015 grants to Greater Minnesota.
- Align pictures to the four pillars more closely, especially for connecting people to the outdoors.
- Change the title or brand so people know it is different and not a reprint. Change title to “6 Years of Legacy...”

We need 2 weeks turnaround for printing. The time-consuming part is the back and forth review among the 3 liaisons.

Action: Send photos or additional information to Darin Newman by November 6th at darin.newman@state.mn.us.

Administrative work needs to be completed on the Citizing website before the committee can take on more ownership. Staff may need to provide updated information to host on the site.

Action: Laurie, Darin, and Tony will work with the Citizens League to complete administrative work.

Funding Subcommittee

The Funding Subcommittee proposed the committee formally endorse 2 recommendations on the Local Park Grant Funding handout.

Discussion:

- The statements could be even more explicit to address the issue of supplement vs supplant.
- The first recommendation could be achieved immediately.
- The second recommendation could only be achieved beyond the '15 legislative session. This action would likely involve agencies other than the 3 liaisons.

- The committee could work to convene a meeting with representatives from local government, citizens, advocacy groups, in addition to the 3 liaisons, to discuss funding of local parks.

Action: Wayne will draft a letter to summarize the committee's position.

The Funding Subcommittee proposed the committee formally endorse the 40-40-20 split for the fiscal year '16-'17 biennium.

There was consensus by the Legacy Advisory Committee to endorse the 40-40-20 split for the fiscal year '16-'17 biennium.

Action: Tom will draft a letter endorsing the 40-40-20 split for the '16-'17 biennium on behalf of the committee and distribute for comment at the December meeting.

Discussion:

- The committee should have talking points about funding so all committee members are using a consistent message when communicating with stakeholders.
- The committee should begin to think about what strategy and process to use when determining the funding split beyond the '16-'17 biennium.
- The committee does not have the capacity or funding to facilitate this discussion at this time.

Youth Subcommittee

A new CCM position, youth outreach specialist, was created to facilitate youth assessments of legacy programs and goals. This position, in addition to the CCM planning specialist, will provide support to the committee. These positions will start on January 19.

Governance Subcommittee

Staff presented a draft process and timeline for adding new members. The process should specify that it occurs on a regular yearly schedule. The process for filling mid-term vacancies should be clarified.

The committee approved the application form for prospective members with the following changes:

- Add 'other' to question number 1.
- Spell out language for the 4 legacy pillars in question number 3.
- Clarify that responses to age and demographics are optional.
- Create an online form in addition to a hard copy application.

The committee member position description was approved to be posted online after the following revisions were made:

- Clarify language about reimbursement, or other arrangements, for costs associated with travel, lodging and meals.

- Change responsibility number 1 to indicate members must develop knowledge of park and trail systems instead of requiring prior knowledge of systems.
- Reorganize the section for benefits of being on the committee.

Action: Members should notify Lynnea by Monday, October 27 if they will serve an additional term on the committee.

Action: Staff will coordinate a news release to request applications for prospective committee members.

Meeting Adjourned