

# DRAFT

**Parks and Trails Legacy Advisory Committee Meeting**  
**Nordic Center, Lake Elmo Park Reserve**  
**Thursday, April 25, 2014**  
**9:30 am – 2:30 pm**

## M I N U T E S

*Members Present:* Rick Anderson; Lynnea Atlas-Ingebretson; Kathy Bergen; Nancy Hanson; Brian Hubbard via Webex; Chuck Kartak; Anita Rasmussen via Webex; Wayne Sames; Jenny Smith; Tom Stoa; Barry Warner; Tony Yarusso; Jan Shaw Wolff  
*Liaisons:* Erika Rivers; Arne Stefferud  
*Staff:* Darin Newman, Laurie Young  
*Guests:* John Elholm; Raintry Salk

### **1. Welcome and overview of Lake Elmo Park Reserve – John Elholm**

John Elholm, Washington County Park Director, gave an overview of Lake Elmo Park Reserve. The 5.4 mile lighted cross-country ski trail and construction of the Nordic Center were funded with Legacy dollars. The trail and Nordic Center have created synergy with other groups resulting in additional opportunities for the public. A local cross-country ski club and REI cross country-ski club gave lessons here.

Washington County is working to rehab and upgrade the popular 25-year old swim pond.

Projects in Washington County Parks are funded with a combination of bonding dollars and Parks and Trails Legacy funds.

### **Approval of the agenda**

The request was made to add an update regarding the distribution of the Parks and Trails Legacy Fund accomplishment brochure to legislators.

### **Meeting Minutes**

No comments on meeting minutes.

### **2. Updates from the liaisons**

*DNR, Division of Parks and Trails, Erika Rivers*

Erika Rivers, the new Director of the Division of Parks and Trails introduced herself. She gave an update on the Parks and Trails System Plan. The plan is currently out for an internal review. It will be released for public review after the internal review. A final working draft will be used to develop the FY 16-17 budget request.

A paddle summit hosted by DNR and Explore MN Tourism will

### **Next Meeting-June 26, 2014**

9:30 am – 2:30 pm  
Mesabi Trail Center  
111 Station 44 Road  
Eveleth, MN 55734

### **Committee Actions Required**

*Legacy Advisory Committee members can help with the district meetings by getting the word out and encouraging people to attend.*

*Tony Yarusso will participate in the scoping process for the integrated inventory, mapping and website project as a representative of the Legacy Advisory Committee.*

*Review the Parks and Trails Legacy Plan in preparation for a discussion of the 5 year priorities and a discussion of the Meaning of “connect people to the outdoors”.*

*A job description for a Legacy Advisory Committee Member has been developed. Members should review and send suggested changes to Laurie.*

### **Staff and Liaison Actions Required**

*Include an update on the Metropolitan Council’s Policy Plan on the August agenda.*

*Laurie will look into providing a list of media outlets to Greater Minnesota Regional Parks and Trails Commission for distribution of news releases*

*Reformat the accomplishment brochure and send to stakeholders and the public by mail. The brochure could also be distributed at the state fair, state and regional parks and trails, Explore Minnesota Visitor Centers, county fairs. It is important to connect with people who participated in the Park and Trail Legacy Planning process.*

# DRAFT

occur this fall. The date is still to be determined.

Erika gave an overview of the current status of the bonding bill and supplemental budget appropriation for the Division of Parks and Trails.

*Metropolitan Council, Arne Stefferud*

Arne reported that the Parks and Trails Legacy accomplishment brochure was distributed to legislators during the Parks & Trails Council of Minnesota's Day on the Hill. Lynnea thanked those involved in developing the brochure and applauded the collaborative effort used to produce the brochure.

Arne also gave an update regarding the status of funding legislation for the Metropolitan Council Regional Parks.

The Regional Parks Policy Plan is being updated. Four topics are being covered.

- Strengthening equitable use
- Increasing multi modal access
- New units to system
- Special recreation features – refining what these are

A draft plan will be completed by end of July, a hearing held in October, the adoption process in December and full council approval in January. The comment period begins 45 days before the hearing and ends 10 days after the hearing.

*Greater Minnesota Regional Parks and Trails Commission, Rick Anderson and Anita Rasmussen*

Rick Anderson reported that the Commission is gearing up for district meetings that will be held between June 4<sup>th</sup> and June 18<sup>th</sup>. They are currently in the process of developing the presentation that will be used at the meetings. The solicitation of people interested and willing to serve on the district committees will occur at these meetings.

**Action: Legacy Advisory Committee members can help by getting the word out about these meetings and encouraging people to attend.**

**Action: Laurie will look into providing a list of media outlets to Greater Minnesota Regional Parks and Trails Commission for distribution of news releases.**

### **3. Regional Park Use Among Select Communities of Color – Raintry Salk**

This study will be used to inform the regional parks policy plan.

Raintry summarized the study *Regional Park Use Among Select Communities of Color*. The report contains insightful information that

*Connect with the chairs of the legacy committees to discuss setting up an annual tour after this fall's election, either in the winter or the summer. Feature programming as well as capital projects. Clean Water, Arts, and Outdoor Heritage projects should be included in the tour.*

*Staff should develop a plan and cost for a media tour of legacy projects.*

*DNR, Metro Council and GMRPTC will develop a project definition for an integrated website and database that will clearly articulate the end product and who it will serve. It will also include a funding estimate and timeline. The project definition will be discussed at the next Legacy Advisory Committee meeting in June. The next step would be to develop a RFP.*

*Laurie will check with Mary Vogel on the status of the University's inventory update project and report back to the committee.*

*Involve a local park and trail provider to ensure they can be included in the project in the future. Laurie will check with Mary Vogel on the status of the University's inventory update project and report back to the committee.*

*Liaisons will meet to talk about opportunities for youth engagement and the subject will be discussed at the next meeting.*

*The three convening sponsors need to approach the legislature together to request an appropriation for a summit if this alternative is deemed a high priority. Another option - A forum could be scheduled before the fish and wildlife roundtable*

*Develop a logo that could be included on the existing Park and Trail Legacy signs or material that identify it as a project that was funded with Parks and Trails Legacy Funds. Send to funded agencies.*

# DRAFT

can be used by recreation providers to develop programs and facilities that will connect underrepresented audiences to parks and trails. Committee members had the following questions and comments:

- Safety – Concern about safety was identified in the study as a barrier. What is the reality of safety in regional parks? Is concern about safety a perception problem, or a reality?  
Answer: It is more of perception issue.
- Were focus group participants aware that there are different types of parks and trails – state, regional, and local?  
Answer: No, this is not on their radar. In terms of distinguishing different types of units, their question would be, can I camp or not?
- There was not a lot of focus on the importance of nature by participants.
- Raintry has information regarding what the focus groups' expectations were regarding picnicking, barbecuing, restrooms.
- There are diverse expectations about what these experiences include.
- This information should inform master plans.
- Lynnea would like to see more African American focus groups.
- What would it look like if we did this survey in Greater Minnesota?  
What would the results look like?  
Could this methodology be replicated in Greater Minnesota?  
Would the results look different?  
Answer: the methodology could be replicated in Greater Minnesota.
- An insight gained from the focus group members was that they need to see themselves represented in these environments.
- Did the issue of “the last child in the woods” come up in the groups?  
Answer: The issue of “nature deficit disorder” came up only once.
- Why was there not more participation by males?  
Answer: There was a lack of male volunteers willing to participate.

***Develop talking points that can be used with media.***

***The liaisons will get together and define what “connect people to the outdoors” means. The three agencies will look at projects and the pillars (strategic directions) they were placed under. Disagreements will be highlighted.***

***Include the assessment of the Legacy Plan’s 5-year priorities as an agenda item at the October meeting.***

***Update charter to include replacement of members.***

***Laurie will coordinate a carpool from St. Paul to Eveleth for the next meeting.***

## **4. Budget Discussion**

Legacy Advisory Committee members were asked to prioritize use of the approximately \$200,000 appropriated to the DNR in the last Legacy Bill. Members were sent a survey and asked to prioritize alternatives identified at the last meeting. The results of the survey were reviewed and discussed. The list of alternatives is listed below.

- Legislative briefing letter - \$500 for 1,000 copies
  - Repurposed memo to distribute to stakeholders
- Citizing website contract - \$2,000
- Tour of Legacy funded projects/programs
  - Media promotion of “I Can!” programs

# DRAFT

- Promotion of Conservation Corps of Minnesota members
- Integrated state and regional parks and trails mapping program - \$40,000 (DNR and GMN)
- Youth assessments of parks (integrated with summit, mapping, GMN planning meeting) - \$20,000
- Other engagement of youth
- State and Regional Parks and Trails Summit - to build relationships and leverage partnerships and discuss use of the Parks and Trails Legacy Fund - \$25-45,000
- Greater Minnesota's district planning meetings
- 5-year Legacy celebration
- Funding consultant for 3 agencies - \$25,000
- Media campaign

The top ranked items were:

- Integrated state and regional parks and trails mapping program
- Legislative briefing Letter - \$500 for 1,000 copies
  - Repurposed memo to distribute to stakeholders
- Greater Minnesota Regional Parks and Trails Commission district planning meetings

The following items ranked lowest:

- Five year Legacy celebration
- State and regional parks and trails summit
- Legislative tour of Legacy funded projects and programs.

The committee discussed the alternatives and made the following recommendations:

- **Legislative briefing letter** - \$500 for 1000 copies
  - **Repurposed memo to distribute to stakeholders**

***Action: Reformat the accomplishment brochure and send to stakeholders and the public by mail. The brochure could also be distributed at the state fair, state and regional parks and trails, Explore Minnesota Tourism Visitor Centers, and county fairs. It is important to connect with people who participated in the Park and Trail Legacy Planning Process.***

• **Contract with the Citizen's League for use of Citizing**

Consensus to proceed. DNR is in the process of working on a contract with the Citizens League.

• **Legislative Tour**

The committee felt that a legislative tour is important, but not urgent.

***Action: Connect with the chairs of the legislative legacy committees to discuss setting up an annual tour. The best time for a tour is after this fall's election, either in the winter or the summer. Feature programing funded by Legacy as well as capital projects. It is also valuable to have legislators participate in an activity. Clean Water projects, Arts, and Outdoor Heritage projects should be included in the tour.***

# DRAFT

Another way to connect with legislators is at the Fish and Wildlife stakeholder roundtable. It might be possible to add the Parks and Trails Fund to the agenda or create a parks and trails stakeholder roundtable.

- **Media tour of legacy projects**

Highlight 12 projects a year and release it once a month. Invite local/niche and media to our meetings and tour if applicable

***Action: Staff should develop a plan and cost for this alternative.***

- **Integrated PAT mapping program**

A primary focus for use of the appropriation should be for integrated mapping and website development as directed by the legislation.

***Action: DNR, Metropolitan Council and Greater Minnesota Regional Parks and Trails Commission will develop a project definition that will clearly articulate the end product and who it will serve. It will also include a funding estimate and timeline. The project definition will be discussed at the next Legacy Advisory Committee meeting in June. The next step would be to develop a RFP.***

***Action: Tony Yarusso will participate in the scoping process for the integrated inventory, mapping, and website project as a representative of the Legacy Advisory Committee.***

***Action: Involve a local park and trail provider to ensure they can be included in the project in the future.***

***Action: Laurie will check with Mary Vogel on the status of the University's inventory update project and report back to the committee.***

- **Youth assessments of parks (integrated with summit, mapping, GMN planning meeting) - \$20,000**

- **Other engagement of youth**

Can this appropriation be used for this purpose?

The committee is supportive of engaging youth in the assessments. Youth could also be involved in supporting development of the integrated inventory, mapping, and website tool and in supporting planning for the Greater MN Regional Parks and Trails Commission.

Partner with existing youth organizations such as the Alliance for Youth.

***Action: Liaisons will meet to talk about opportunities for youth engagement and the subject will be discussed at the next meeting.***

- **State and Regional Parks and Trails Summit - to build relationships and leverage partnerships and discuss use of the Parks and Trails Legacy Fund - \$25-45,000**

# DRAFT

The purpose of the summit would be to build relationships and leverage partnerships. It should include multiple interests, not just park and trail providers. It could be scheduled for June of 2015 or 2016. This event is being envisioned as a roundtable.

***Action: The three convening sponsors need to approach the legislature together to request an appropriation for this alternative. It is an expensive undertaking.***

- **Greater Minnesota's district planning meetings**

No specific recommendations were made regarding these planning meetings.

- **5-Year Legacy Celebration**

***Action: Develop a logo that could be included on the existing Park and Trail Legacy signs or material that identify it as a project that was funded with Parks and Trails Legacy Funds. Send to funded agencies. Determine the cost of this action for the next meeting.***

Communications help is needed.

***Action: Develop talking points that can be used with media.***

- **Funding consultant for 3 agencies \$25,000**

Recommendation: The Funding Subcommittee recommended to the committee that a consultant should be hired to develop criteria for the allocation of the Parks and Trails Legacy Fund. Their approach should include an outreach component.

## **5. Subcommittee Reports**

### **Assessing Progress Towards Achievement of the *Park and Trail Legacy Plan's* 5-year Priorities**

The Legacy Advisory Committee will review Parks and Trails Legacy Fund expenditures by all three agencies and assess progress towards the 5-year priorities as outlined in the *Legacy Plan*. The purpose of the assessment will be to identify where progress has been made and where it has not been made.

Reports from funded agencies regarding what has been accomplished in the last 5 years will need to be obtained for the assessment. Also, the three agencies should be asked what they want to accomplish in the next five years.

The committee will begin to address the identification of priorities for the next five years.

***Action: The liaisons will get together and define what "connect people to the outdoors" means. The three agencies will look at projects and the pillars (strategic directions) they were placed under. Disagreements will be highlighted. Areas of disagreement can be used to develop criteria that can be used to categorize projects so that consistency of reporting is achieved.***

***Action: Combine the funding and benchmark subcommittees.***

# DRAFT

***Action: Include the assessment of the Legacy Plan's 5-year priorities as an agenda item at the October meeting.***

## **Governance Subcommittee Report**

The liaisons met to discuss the protocol for replacing members. It was decided that the three agencies will work together to select replacements. The demographic survey and skills survey will be used to identify skills and experience that would benefit the committee. Each agency will still appoint three members. One will be connected to the agency in some capacity.

***Action: Update charter to include the topic of replacement of members.***

***Action: A job description for a Legacy Advisory Committee Member has been developed. Member should review and send suggested changes to Laurie.***

***Action: Clarify how far you away from home you must travel before lodging expenses can be claimed.***

## **9. Next meeting**

The next meeting is scheduled for June 26<sup>th</sup> at the Mesabi Trail Center in Eveleth. There will be an optional trip to Lake Vermilion on State Park the Wednesday evening before the meeting. There will be a ride on the Mesabi Trail Thursday, after the meeting.

Legislators and other special guests will be invited to the meeting.

***Action: Laurie will coordinate a carpool from St. Paul.***

**ADJOURN**