

MINUTES

Comprehensive Plan Advisory Panel

May 31, 2017

Members Present: Kathy Weeks (public member), Jess Hartley (of the Planning Commission), Mary Frick (of the Parks Commission), Steve Nelson (of the Economic Development Authority), Lisa McGinn (of the Public Safety Committee), Dominic Travis (backup for the Environmental Committee), Brooke Knoll (public member), Madison Bergmann (public member), Barbara Birschbach (public member)

Members Absent: Cullen Case (backup for the Public Safety Committee), Bev Schwalbach (of the Environmental Committee)

Staff and Consultants Present: Jennifer Haskamp, Swanson Haskamp Consulting Consultant; Ellison Yahner, Swanson Haskamp Consulting Consultant; Jay Demma, Perkins & Will Consultant; Emily Becker, City Planner.

The meeting was called to order by Consultant Haskamp at 6:18 PM.

Agenda

Consultant Haskamp provided an overview of the agenda for the meeting.

SWOT Summary

Consultant Haskamp started the meeting by re-introducing herself and Consultants Demma and Yahner. She then provided a summary of the results of the strengths, weaknesses, opportunities, and threats (SWOT) analysis that was conducted at the last meeting.

Public Engagement Summary

Haskamp then went on to provide a summary of the public engagement efforts thus far, which included Arbor Day, Nature Day and Clean Up Day. Arbor Day was held on April 29, 2017, and participants were asked to identify their favorite and least favorite place in Lake Elmo. Nature Day was scheduled for May 20, 2017 but was cancelled due to weather. Clean Up Day was also on May 20, 2017 but not cancelled, and participants were given cards that advertised the website for the 2040 Comprehensive Plan update.

Introduction to Goal Setting

Next, Haskamp went on to provide definitions and a glossary of terms as they relate to the Comprehensive Plan. She informed the group of the difference between goal and strategy, and identified key terms that indicate the city's corresponding responsibility. The group then got in to small groups to create draft goals as they related to community character and governance;

land use, economic development, and growth; housing; parks, trails, open space and natural resources; and transportation and infrastructure.

Vision, Goals, and Objective Setting Exercise

The Panel divided in to three separate groups to discuss visioning for south of 10th Street. These groups were asked specific questions about what they would and wouldn't like to see in this area of the city. An individual from each of these groups then shared with the group as a whole a summary of the group's answers.

Meeting adjourned at approximately 8:30 p.m.

**Respectfully Submitted,
Emily Becker**