



City of Faribault: Journey to 2040 *"Shaping our Future"*

Project Oversight Committee (POC) Meeting #5 - Meeting Minutes

Meeting Purpose: Review PSC Kick-off meeting results and provide overview upcoming placemaking event, downtown design charrette, and community forum

Meeting Date: August 9th, 2018 **Time:** 6:00 – 7:15pm

Location: Faribault City Hall – 3rd Floor Room

Action items are shown as bold, italic, and underlined items.

Meeting Goals:

- *Review of PSC Kick-off Meeting and on-line survey results*
- *Placemaking event update*
- *Overview of Downtown Design Charrette*
- *Overview of Community Advisory Group Meeting*

POC Attendees: Steve Underdahl, Steve White, Kevin Voracek

City Staff: Dave Wanberg, Deanna Kuennen, and Tim Murray

Consultant Staff: Jay Demma

Meeting Overview.

Review of PSC Kick-off Meeting Results and On-line Survey:

The results of two exercises conducted with the PSC during their kick-off meeting were presented. The first exercise involved mapping areas of opportunity, barriers, needed connections, and potential new park locations. Some themes that were identified in the exercise included a strong emphasis on accessing water resources (i.e., lakes and rivers), completing the Mill City Trail, updating/modernizing facilities, and introducing camping areas, especially as a way to stimulate economic activity.

The results of the second exercise, a SWOT (strengths, weaknesses, opportunities, and threats) analysis, was also presented. This exercise involved both a group activity during the PSC meeting and a follow-up on-line survey that prioritized responses. There was a clear consensus that biggest strengths were the River Bend Nature Center and the State trail. There was no clear consensus among the identified weaknesses. The most important identified opportunity was the potential economic impact of the parks. For identified threats consensus was around complacency and budget issues.

A question was asked about potential funding sources related to construction of parks with universal designs. It was noted that other similar communities have implemented such facilities and have been promoting them. It was noted that many communities often rely on grass roots, non-profit efforts to raise funds for particular projects (e.g., aquatic centers, senior centers, ice rinks). It was also noted that the implementation section of the Parks, Trails, and Open Space Plan will identify various funding sources and strategies that are tailored to the type of improvement.

Another question was raised about park dedication policies and how Faribault compares with other similar cities. It was mentioned that Paul Peanasky, who was unable to attend POC #6, tracks that data and can make that information available. **City staff in attendance will follow up with Paul Peanasky to provide that data to the POC and the consultant team.**

Placemaking Event Update:

A progress report was provided on the pop-up placemaking activities being planned for Downtown Faribault on August 16, 2018. It was reported that approximately 12 businesses and organizations attended an informational training session on August 1, 2018. It was reported that the activities have been heavily promoted through the Journey to 2040 website and Facebook page. It was also reported that downtown businesses had been delivered a flyer announcing the event.

There was a question about whether the event has been promoted on the City's official website and Facebook page. It was stated that it has yet to be promoted through those channels due to the need to focus on higher priority tasks needed to prepare for the event and the traditional slow response time for promoting events through official City channels.

There was a recommendation to also promote the event through the local newspaper and radio stations (Power 96 and KDHL). **The consultant team will draft a press release and city staff will contact the newspaper and local radio stations about promoting the event.**

It was asked what the benefit of the pop-up activities will be since there is no tangible deliverable. The consultant team and City staff responded that the value of the activities is to show local businesses and property owners how very small investments of time and materials in creating activities focused on underutilized spaces can not only dramatically enliven a public area but can also demonstrate how minimal effort can stimulate people into thinking of new ways to bring people downtown.

Overview of Downtown Design Charrette:

The term charrette was defined and the format was explained, which included the location, date, and time. Similar to the pop-up placemaking activities, the various ways in which the charrette was promoting was explained. Regarding the format, the POC was asked if they were comfortable with one of the design topics being "Revamp Parking." It was generally agreed by those present that that was acceptable.

Also regarding the format, it was noted that each of the Journey to 2040 planning committees as well as the other City commissions and committees would be invited to the charrette at a specified time. It was then asked that the members of these groups instead be invited as individuals who can attend at their leisure. This would prevent any conflicts with open meeting laws. City staff will invite the members of the various City commissions and committees as individuals and not as groups.

There was some question about the duration of the charrette as it was noted that times later in the day would generate more interest. It was asked if there will be any tracking of who attends. It was noted that a sign-in sheet will be available to capture contact information. A follow-up question was asked if it would be possible to know where attendees live. **The consultant team will prepare a map of the City and ask attendees to place a pin locating where they work or live.**

It was asked if a shuttle could be arranged to take members of the senior center to the charrette and/or pop-up activities. **City staff will look into the feasibility of this arrangement.**

Overview of Community Advisory Group Meeting

The upcoming community advisory group meeting on August 23 at South Central College was promoted. After a brief explanation of the event, it was mentioned that some in the community may feel as if the downtown is getting too much attention. Therefore, it should be emphasized that other similar meetings will take place the focus on other areas of the City. It was noted that strong facilitators should be placed at any table whose topic is cultural issues as this may be a sensitive topic.

P+W believes that this document accurately reflects the business transacted during the meeting. If any attendee believes that there are any inconsistencies, omissions or errors in the minutes, please notify Jay Demma at 612.851.5016 or jay.demma@perkinswill.com