

MPRB: Lake Harriet CAC
Final Agenda and Meeting Notes: 19 May 2009

Tour, 7-7:30 pm: Lake Harriet Concession Area
Meeting, 7:30-9 pm: Linden Hills Recreation Center
 3100 43rd St. W Minneapolis, MN 55410

Agenda Item	Results
1. Tour of Lake Harriet concession area	<ul style="list-style-type: none"> • The tour was conducted by staff member Shane Stenzel and began at 7 pm at the concession area • Participants were broken into two groups to get through the very small space without completely disrupting operations; they then looked at the location of the originally proposed auxiliary building • See attached slide show and information provided during the tour
2. Welcome and introductions	<p>Attendees:</p> <ul style="list-style-type: none"> • CAC members Matt Perry (chair), Sarah Harris, Joel Chechik, Joseph Schmidt, Elizabeth Larsen, Lisa McDonald, Janet Hallaway, John Finlayson, Roann Cramer, Donovan Hart, and Bruce Manning • MPRB staff members Don Siggelkow, Shane Stenzel, and Heather Ocel • Public engagement consultant/facilitator Anne Carroll • Guests: MPRB Commissioner Nordstrom (CAC sponsor), MPRB Commissioner Young, MPRB Commissioner Fine (CAC sponsor; tour only), Arlene Fried, Cristof Traudes, Harvey Ettinger, and other community members
3. Review and agree on agenda	Agreed as reported in these notes
4. Identify and agree on group norms	See attached draft Group Norms generated by CAC members, to be finalized at 1 June CAC meeting
5. Briefly review project background	See attached document presented by MPRB general operations manager Don Siggelkow
6. Identify and agree on project objectives and operating assumptions	See attached draft Project Objectives and Operating Assumptions generated by CAC members, to be finalized at 1 June CAC meeting
7. Determine next steps	
a. Discuss how to prepare stakeholder ID and analysis	<ul style="list-style-type: none"> • The CAC created a Task Force to complete this prior to the 1 June CAC meeting • Volunteers were Roann Cramer, Janet Hallaway, Joseph Schmidt, Lisa McDonald, Elizabeth Larsen, and Matt Perry • This Task Force must meet prior to the other (see item b below), and as many as can meet at a mutually agreed-upon time will do so • Results will be sent to the other Task Force and brought to the CAC for review and approval • The chair and consultant will use an online scheduling tool and set the date as soon as possible
b. Discuss how to develop SH	<ul style="list-style-type: none"> • The CAC created a Task Force to complete this prior to the 1 June CAC meeting

engagement process design	<ul style="list-style-type: none"> • This work depends on the draft results from the other Task Force • Volunteers were Donovan Hart, Bruce Manning, Joel Chechik, and Matt Perry • As many as can meet at a mutually agreed-upon time will do so • Results will be brought to the CAC for review and approval • The chair and consultant will use an online scheduling tool and set the date as soon as possible
c. Set agenda for June 1 meeting	<p>The agenda will be drafted based on the items below, and finalized by CAC members prior to beginning the next meeting</p> <ul style="list-style-type: none"> • Welcome and introductions • Review and finalize agenda • Review and finalize draft Group Norms • Review and finalize Project Objectives and Operating Assumptions • Review draft results of Stakeholder Identification and Analysis Task Force (discuss content, how it was used to guide the work of the other task force, disposition of draft results, changes, next steps) • Review draft results of Stakeholder Engagement Process Design Task Force (discuss how the content from other task force drove this work, how to use these draft results to guide the CAC's work, disposition of draft results, changes, next steps)
8. Close	<p>With the CAC's approval, the meeting went longer than originally scheduled in order to complete the aggressive agenda; the CAC adjourned at approximately 9:15 p.m.</p>

Approved June 09