

Main Street Project Governance Team

January 28, 2013 1:00pm to 2:00pm

Jesse Maine Room

Meeting Notes

Attendees: Tom Boyatt (COS), Ron Kilcoyne (LTD), David Reeser (COS), John Evans (LTD), Gino Grimaldi (COS), Tom Schwetz (LTD), Mayor Lundberg (COS), Marilee Woodrow (COS), Michael Liebler (COS), Linda Pauly (COS), Brian Barnett (COS), Mike Eyster (LTD), Doris Towery (LTD), Kristi Krueger (COS), Ellen Teninty (COGITO), Jodi Peterson (COS), and Tonja Kling (COS)

Mayor Lundberg requested that each Project Manager and their contact information be given to the group. A summary of the projects will also be provided.

The *draft* Chartering document was handed out.

Correction – Ron Kilcoyne last named misspelled, Doris Towery first name misspelled.

It was requested that an e-mail list be created for this group and sent out. All e-mail correspondence for this meeting will have “Main Street Governance Team” in header or subject line.

In section IV, Project Goals: First bullet language needs changed. It was suggested to change it to “anticipated needs” and not problems.

Section VI. Decision-Making: Need to add a bullet that addresses points to gather feedback and agreement from larger bodies.

Mayor Lundberg would like stakeholders/the public included in the Chartering document in terms of information flow expectations.

The group would like to avoid handouts at meeting, send them electronically prior to meeting to be reviewed prior to meeting. Group would also like agenda and any materials pertaining to agenda ahead of time.

The team decided that Mayor Lundberg will be the Chair.

This team’s meeting will be a public meeting. Public can attend but cannot give input. It was suggested that an Open House be scheduled in the future to hear public input. This information will be added to the Chartering document.

Linda Pauly and John Evans gave a brief description of their portion of the project. TGM staff working to get the money in April, 2013 so visioning can start. RFP will go out at the end of February to hire a consultant. Work should be completed in one year.

LTD received half the grant money they applied for, \$935,000. They are continuing their work with the City to complete the IGA. They are working on scope of work. Cogito is developing an outreach program to see “what LTD needs to study”.

Staff will bring the *draft* LTD work plan to the governance team at the next meeting for review and discussion public involvement approach.

Ellen Teninty with Cogito discussed what her company will work on for this project. She believes that the citizens want to see results. She provided a list of activities that they will work on as their next steps.

1. Create a list of roughly 30 people to be involved to discuss issues.
2. Develop a list of what to ask the focus groups. Mayor Lundberg suggested that all questions be reviewed by the governance team.
3. Determine issues to be resolved in Phase 1 of the project.
4. Lay groundwork for the land use visioning.
5. Creating a website for information sharing and to keep a log of questions and issues that arise.
6. Reach out to constituent groups.

Next meeting is set for Wednesday February 6 at 4:00 p.m. in City Hall.