

**Meeting Minutes of the D15 Steering Committee
April 19, 2017, 6:30 p.m.**

Highland Park Community Center
1978 Ford Parkway
St. Paul MN 55116

Call to Order – 6:30pm

Committee members present: Armstrong (chair), Brandt, Cox, Gerner, Hay, Hyde, Krivitz (chair), Lubke, McMahon, Morrison, Mosher, Schallberg, Soderberg, Stremcha, Verrill, Zaayer

Housekeeping

- Verified sub-committee assignments
- Please publicize sub-committee meetings to the full Steering Committee so those interested in participating in multiple sub-committees can attend.
- Kathy can assist with booking rooms for sub-committee meetings and has contacts if sub-committees desire to bring in experts or speakers.

MN Compass – Highland Park Demographics

- Reviewed and discussed neighborhood demographics based on the info in the [MN Compass](#) report.

Sample on-line Survey Discussion

- Reviewed and discussed community input survey used by the Mac Groveland Community council in drafting their survey.
- Agreed on a two survey approach in order to best inform discussions and drafting of the community plan update by September due date:
 - 1. Community Input survey (online)
 - More general survey with open ended questions to solicit input of what is important for the committee to consider when drafting the plan update.
 - Timeframe: late April until mid-June
 - 2. Plan Validation survey (online)
 - More concrete survey following the specific topic areas within the plan to validate plan contents.
 - Timeframe: late-June until early August
- Jointly drafted the Community Input survey questions.
- Agreed survey URL would be distributed at the HDC booth at the Home Improvement Fair and shared on social channels by committee members.

Scheduled Events Discussion

- Not discussed

Data Management

- Not discussed

Agenda Ideas for Subsequent Meetings

- Agenda for June meeting: Review results of Community Input survey (#1) and discuss/design Plan Verification survey (#2).

Select Next Steering Committee Meeting Date

Next D15 steering committee meeting will be Wednesday, June 28th at 6:30pm at Highland Park Community Center

Meeting Adjourned: 8:38pm

Sarah Stremcha, secretary