



AGENDA

ENVISION LAKEVILLE CULTIVATE A SENSE OF COMMUNITY TASKFORCE

February 8, 2022 – 6:30 p.m.

Marion Conference Room

City Hall

- 1) Call to Order**
- 2) Approval of January 4, 2022 Meeting Minutes**
- 3) Subcommittee Reports**
 - a. Focus Groups – What/Content**
 - b. Focus Groups – How/Logistics**
- 4) Community Event Ideas**
- 5) Conversations on Race Follow-Up - Yohnke**
- 6) Items for Future Discussion**



MINUTES

ENVISION LAKEVILLE CULTIVATE A SENSE OF COMMUNITY TASKFORCE

January 4, 2022 – 6:30 p.m.

Marion Conference Room

Lakeville City Hall

Members present: Christine Yohnke, Daniel Wolter, John Swaney, Matt Norman, Naomi Garcia, Cynthia Cajune (via phone), Mike Howells and Ajay Raikar

Members absent: Dan Feldkamp

Staff: Justin Miller, City Administrator

Meeting began at 6:30 pm.

1) Call to Order

- Chair Wolter called the meeting to order at 6:30.

2) Approval of December 7, 2021 Minutes

- Norman made a motion, seconded by Swaney, to approve the minutes as submitted. All voted in favor.

3) Review of City Council Work Session

- Members recapped what they felt were the main takeaways from the recent work session with the city council. It was generally agreed that the most urgent need for the taskforce was to work on the focus groups.

4) Subcommittee Reports

- Based on the consensus that the taskforce should work on focus groups, it was decided to re-orient the subcommittees into the following areas:
 - i. Content (to develop questions and discussions points brought up at focus groups). This will be based on the background that formed the taskforce that sought to explore the strengths, weaknesses, opportunities, and threats to “Cultivate a Sense of Community”. Members of this subcommittee will be Raikar, Wolter, Norman, and Yohnke.

- ii. Logistics (to determine locations, formats, dates, times, communications, etc.).
Members of this subcommittee will be Howells, Cajune, Garcia, Feldkamp, Swaney, and supported by Miller.

5) Items for Future Discussion

- Yohnke offered to present her thoughts/analysis of the Conversations of Race report and steps that the taskforce could recommend be taken by the city council. This will be an agenda item at the February meeting.

Meeting adjourned at 7:30 pm.

Focus Group, the subgroup – focused on Content.

I do think we should collect general info about participants:

1. Do you work from home or work in Lakeville?
2. How long have you lived in Lakeville?

Questions to ask in the Focus Groups

Part 1 – Cultivating a Sense of Community Questions

1. In general, how do you define 'sense of community'?
 2. Follow up question to their answer: take their answer and ask "What things make you feel like or experienceinsert their answer"?
- Example: if they say 'I define sense of community by I feel like I belong' then ask: What things make you 'feel like you belong'? Or if they say 'I define sense of community by people being tolerant and accepting' then ask: What things make you experience 'people who are tolerant and accepting'?
3. This 'probing' approach can be utilized to dig into several levels.
 4. Where have you experienced a sense of community in Lakeville? (your neighbors? parks? shopping? city events? other?)

Part 2 – Identify Strengths, Weaknesses, Opportunities, and Challenges in Lakeville

1. (strength) As you think about Lakeville, what specific assets do you value most? What makes you most proud/appreciative of Lakeville? (no limitations, but here are some ideas if they're slow to answer: friends & neighbors, city events, city facilities, neighborhoods, schools, parks, city events and activities, churches, city resources, entertainment, shopping, dining)
2. (weaknesses) As you think about Lakeville, what specific resources or assets are missing or lacking altogether?
3. (opportunities) As you think about Lakeville, what areas should the city give more attention to? Are there things you've had or seen in other cities that would make Lakeville a better community?
4. (challenges) Are there things you think Lakeville is unprepared for? What are they? How should Lakeville prepare?

Lakeville Cultivate a Sense of Community Taskforce
Subcommittee - Logistics of Focus Groups

January 25, 2022 – 6:00 p.m. via Zoom

Members present: Cynthia Cajune, Naomi Garcia, John Swaney, Mike Howells

Members absent: Dan Feldkamp

Staff: Justin Miller

Summary Report for meeting on Tuesday, February 8, 2022:

1. How many sessions?
 - a. 6 in-person sessions
 - b. At least 1 remote session
2. Locations
 - a. City buildings (e.g. City Hall, Heritage Center, Art Center, Water Facility, and Lakeville North/South High Schools)
 - b. Justin will check into venues
3. Timeline
 - a. 4 weeks
 - b. Mid-April to mid-May
 - c. Offer sessions
 - i. 2 on a weeknight (early evening)
 - ii. 2 on a weekend (Saturday)
 - iii. 2 on a weekday (during the day)
 - iv. 1 on Zoom (weekday evening)
4. Who to invite?
 - a. Open to anyone who live in Lakeville and at least 18 years old
 - b. Target specific groups with the help of city promotions
5. Consultant
 - a. Hire a neutral consulting firm to lead all of the sessions
 - b. Justin will look into some local firms
6. Format of focus groups
 - a. Facilitator in each group to lead discussion and gather community input
 - b. We provide the firm our discussion questions for them to base on
 - c. Get the advisement of the consultant on the format details of the sessions
7. Child care
 - a. Location will help determine if we are able to provide child care
 - i. Need separate rooms for child care
 - b. Need liability insurance
 - i. School location would be best
 - ii. Volunteer high school students
 1. AVID, National Honors Society, etc.

8. Promotion

- a. Advertise as widely as possible throughout Lakeville with the city doing publication
- b. Ask the City to advertise to specific groups
 - i. Minority groups (Spanish, Somalian, etc.)
 - ii. Veteran & military (Lakeville VFW, American Legion, Yellow Ribbon)
 - iii. Senior citizens
 - iv. Apartment/condo buildings
 - v. Mobile home communities
 - vi. Faith community
- c. Registration
 - i. RSVP registration requirement
 - ii. Confirm resident's address, age, and if need child care