



Comprehensive Plan Steering Committee Workshop Meeting Notes April 20, 2017

1. Introduction

a. Members in Attendance:

- Christine Maefsky, Mayor
- Neil Soltis, City Administrator
- Julie Ruddy, Citizen Representative
- John Herman, Citizen Representative
- Jan Hogle, Planning Commission
- Dustin Heglend, Parks and Recreation Commission
- Dominic Mitchell, Citizen Representative
- Dan Squyres, Planning Commission
- Dan Lee, Economic Development Authority
- Bruce Swenson, Economic Development Authority
- Jane Kansier, Bolton & Menk
- Ryan Goodman, Bolton & Menk
- TJ Hofer, Bolton & Menk

b. Purpose of meeting

- Review SWOT Analysis and word cloud from Steering Committee #1
- Discuss future Focus Groups, Steering Committee Meetings, and possible additional changes to schedule.
- Discuss questions on community survey

2. S.W.O.T Analysis Review

- a. Review and presented key themes that were present in the Strengths, Weaknesses, Opportunities, and Threats Analysis from Steering Committee #1.
- b. Additions were made by the committee.
- c. Discussion and clarification was had on some points in all categories.

3. Future Comprehensive Plan Meeting Discussion

a. Focus Groups

- Initial proposal provided for four focus groups: agriculture and residential community, business, appointed and elected officials, and youth.
 1. It was determined that agriculture and business could be combined into a single group.
 2. The committee members expressed an interest in substituting an aging population group for one of the other groups.
 3. There was also discussion about the need for a youth focus group.

- Questions were asked on how information about the focus groups and survey would be disseminated. The website and mailings will be utilized for this task.
 - b. The committee members stated they felt an additional steering committee meeting should be held after the comprehensive plan was largely put together for a final review. The committee members also discussed the need for City Council review of the vision and goals recommended by the Steering Committee before drafting the plan. No plans were immediately changed.
4. Community Survey
- a. The community survey was discussed at length with many changes requested and made. Further input will be received by email from steering committee members.
5. Next Meeting and Follow Up
- a. The next meeting will be held after the community survey has been distributed and results are in. The specific time and date is pending.