



# Long Range Planning Advisory Committee (LPAC+)

## Thursday, September 8, 2011 Minutes

**Attendance:**

Name	Present	Name	Present	Name	Present
Rebecca Casey	√	Bud French	√	Hugh Coxe	√
Paul Bergkamp	√	Kurt Klebe	-	Jim Thibodeau	-
Steve Hendry	√	Sandra Lipsey	√	Julie Motherwell	√
Rachel Reed	√	Sam Rudman	√	Steve Walker	√
Claudia King	√				

**Council Liaison:** -  
**Staff present:** Theo Holtwijk  
**Others present:** -

The meeting was called to order by Sam at 7:03 PM.

### 1. Survey Report Review

Sam reported on the meeting he and Theo had with the Community Development Committee (CDC) to present a Comp Plan update. This was presented in the form of several milestones. The CDC was pleased with the work of LPAC+ and felt that the survey report could be directly presented to the Council on September 26. It felt that the Council should be asked to formally accept the survey conclusions and then authorize LPAC+ to work on the next milestone. Sandra noted that the first questions that the Council may ask are likely to be representative of the Council's greatest concerns.

The committee proceeded by reviewing the draft survey conclusions section by section. Theo also provided a copy of the key findings as prepared by Market Decisions. Suggestions for edits were made throughout. The group also discussed when a minority opinion may be worth considering. There was a sense that Town Center was the wrong terms to use in section D, as it was more about community gathering spaces and sense of community. There was significant discussion on section F Residential Development, that the data was not robust enough to base firm conclusions on and that opinions were quite divergent.

The committee discussed a schedule for completing the survey milestone and settled on the following:

- Monday September 12: Send any additional comments on the draft survey conclusions (see attached) to Theo.
- Tuesday September 13: Theo will compile and forward comments received to the survey subcommittee.
- Thursday September 15: Survey subcommittee will send their rewrites back to Theo.
- Friday September 16: Theo will compile and send new draft to LPAC+.
- Monday September 19: LPAC+ members will send any additional comments to Theo.
- Tuesday September 20: Theo will work with Sam and Sandra to make final changes. Distribute to the Council, place on web.
- In the meantime, Theo will work with Sam and Sandra on PowerPoint for Council.
- Thursday September 22: Sandra will do dry run of PowerPoint to LPAC+.
- Monday September 26: LPAC+ will give survey presentation to Council.
- Wednesday October 12: If need be, Council will have follow-up survey discussion (Theo to confirm this date).

There was a discussion if sample quotes helped to enliven the survey conclusions or whether they dampened the data.

LPAC+ plans to go to the public with the survey conclusions and be in dialogue with it.

Sandra asked for volunteers to contact Jim and Kurt and bring them up to date of the discussion and next steps. Rachel will contact Jim and Claudia will contact Kurt.

## **2. Subcommittee Chapter Drafting Status**

Theo handed out a summary status sheet of the chapter production. Several chapters have been drafted and are being readied for review by LPAC+. Others still need to be started. Outreach to interested parties was also important to make sure the data is accurate and proposed policies and actions have been reviewed and suggestions incorporated.

## **3. Milestones Review**

Theo handed out the Milestones draft that lays out next steps. There were no revisions to this document at this time.

## **4. Next Meeting**

The committee will meet again on September 22<sup>nd</sup>. Sandra will do a dry run of the PowerPoint for the Council that evening.

The meeting was adjourned at 9:18 PM.

Draft minutes prepared by Theo Holtwijk, September 12, 2011, Rev 1: October 6, 2011

Note: There were no minutes prepared for the July 14, 2011 meeting.