

Eureka Township Envisioning Committee Minutes from January 9, 2003

Meeting called to order at 6:35 pm. Present: Jody Arman-Jones, Mike Greco, Ray Kaufenberg, Matt Mega, Gina Mitteco, Amy Nielsen, Bob Papke, Pat Steege, Randy Wood. Not present: Jerry Swedin and Bev Topp.

- 1. Members discussed the final report to the township.** A revised outline for the report is attached.
 - a. Mike will get on the agenda for the February town board meeting to present results of the open house and an outline/overview of the report, and will ask for additional funds for the report.
 - b. We will try to have the report complete for the March 11 annual meeting. To do so, we must have a more or less final draft done by March 1 so the town board has time to review it and request any changes. Mike will check with Bev on the protocol for presenting the report to the board. At the very least, we will try to have a 4-page "executive summary" handout to distribute at the annual meeting.
 - c. Two additional scenarios will be included in the report: a TDR alternative for the cluster scenario and a TDR alternative for the town center scenario.
 - d. Several additional indicators will be included in the report. At this point, Matt plans to include energy use (to fulfill OEA grant), road cost/maintenance, and impervious surfaces.
 - e. Depending on cost and funding, the report might take several forms. Matt would like to create at least a few 11 X 17" versions for the town hall, local library, etc. Color photocopying/printing is prohibitively expensive, so it might be possible to create only a few color copies for township officials to share. Public distribution might be through black-and-white copies, CD-ROM, and/or the website.

2. Homework:

- a. 1000-word individual perspectives.** These can include whatever you would like to say regarding envisioning, the taskforce, the township, personal recommendations to the board, etc. Due at the January 30 meeting.
- b. Next steps and recommendations.** These can include any recommendations or next steps you think the task force should include in its report. The purpose here is to brainstorm ideas, so don't hold back! We will discuss the list at our next meeting on January 30. ***Please e-mail your ideas to Mike ASAP, but no later than January 29.***
- c. Other report assignments (due ASAP):**

Bob: Additional readings and web resources list

Mike and Matt: Task force overview based on open house PowerPoint

Bob and Amy: Brief history of Eureka Township.

Gina and Mike: Overview of Eureka

Pat and Gina: Photos

3. Important dates:

January 13, 7:30 pm

Town Board meeting (revised planning commission ordinance will be voted on)

January 29

List of next steps/recommendations due (e-mail to Mike)

January 30, 6:30-8:30 pm

Envisioning meeting (1000-word individual perspectives due)

February 10, 7:30 pm

Town Board meeting (Envisioning items on agenda)

March 1

Tentative deadline for first draft of report

March 11

Tentative release of report

Meeting adjourned at 8:00 pm.

**Revised Outline for Envisioning Report
January 9, 2003**

- I. Overview of task force (formation, members and map of where live, purpose, our work, open house, purpose of this report, etc.)
- II. Eureka Township (brief history, current development and future pressures and threats, regional context, etc.)
- III. Overview of CommunityViz and envisioning (explain software, describe envisioning process, etc.)

Also define terms like "scenario" and "indicator," explain how scenarios/indicators were developed, report how public responded to them, etc. (we discussed possibility of this being a separate section)

- IV. Analysis of scenarios. For each one:
 - A. Briefly explain rationale behind the scenario
 - B. Present maps
 - C. Present indicator outcomes
 - D. Discussion
- V. Comparative analysis of scenarios (indicator outcomes compared across all scenarios using various methods, including tables, graphs, 3-D views, and photos)
- VI. Recommendations and Next Steps
- VII. Appendices:
 - A. Citizen Perspectives on Envisioning Eureka (1000 words each)
 - B. Data sources and indicator equations (from Matt)
 - C. Additional Readings and Web Resources (with 1-paragraph summaries)
 - D. Dunn Township
 - E. Met Council *Blueprint 2030* (with focus on rural issues and Eureka's permanent rural designation)
 - F. Dakota Farmland and Natural Areas referendum
 - G. TDR and PDR?