

**Eureka Township Envisioning Task Force  
Minutes from July 10, 2003**

- 1. Review of presentation to town board at June board meeting.** Mike gave a brief overview of the presentation the task force made at the June board meeting.
- 2. Overview of new pages for the report (pp. 41-52).** Matt briefly walked the group through the 12 new pages for the report. Group members were asked to review these pages carefully and provide written comments by **July 21**.
- 3. Appendices to the report.** Members considered which appendices to include in the report. The following items were agreed upon:

Glossary of Terms  
Bibliography/Resources (print and web)  
Envisioning Open House Materials (handouts and comments received from citizens)  
CommunityViz Formulas/Technical Notes  
2000 U.S. Census Data for Eureka Township  
Base Maps  
Wastewater Treatment Options  
Land Conservation Examples (Dunn, Washington County, etc.)

Members agreed not to include 1,000-word personal statements in the final report.

- 4. Creating an executive summary of the report.** Several spouses who reviewed the report thought it was too much information and too complex for readers unfamiliar with the envisioning process. In addition, the public is unlikely to pay for the full report, which will probably be fairly costly. Members discussed creating a 15-20 page executive summary—a very condensed version of the full report that would refer readers to specific pages or sections of the full report for more information. The executive summary would probably include only the six core scenarios (no hybrid or alternative scenarios). Members agreed to leave open the question of preparing an executive summary until the full report is complete.
- 5. Next Steps and Recommendations.** Members discussed which Next Steps and Recommendations to include in the report.
- 6. Homework:**
  - Review pages 41-52 by **July 21**
  - This is also your last chance to suggest any changes to pages 1-40, so please review carefully.
- 7. Next meeting:** date TBA (shooting for the last week in July)

Respectfully submitted,  
Mike Greco