

**Mt. Pleasant Planning Commission  
Minutes of Work Session Meeting  
April 11, 2013**

**Present:** Brockman, Cotter, Dailey, Hoenig, Holtgreive (Vice-Chair), Quast, Shellady

Absent: Kostrzewa, Smith (Chair).

Staff: Gray, Mrdeza, Murphy.

Spicer Group: Alan Bean

Mr. Bean distributed a leaflet to the Planning Commission, which provided information on the on-line survey.

Mr. Bean provided an overview of the Meetings in a Box, noting that the packets include:

- A Facilitators Instruction Sheet
- 20 copies of the agenda
- 20 copies of the Survey
- 10 ink pens

Instructions for the meeting module:

- Use the facilitators sheet as a guide.
- Introduce yourself and hand out agendas
- Describe what a Master Plan is
- Provide the status of the current Master Plan
- Input activity (have them fill out the survey) - should only take about 10 minutes.
- Wrap up meeting
  - Two questions that allow those taking survey to offer other suggestions or ideas and to give final thoughts for the city as a whole.
  - Jeff's contact information is included
  - Open House info is included
  - Spicer will compile survey and come back in June/July and report to the P.C.

The two goals for the Meetings in a Box:

- Provide information on what a Master Plan is
- Get input from those in the group

Allison has set up a schedule and will make contact with the groups to get an approximate count on how many they expect.

Staff distributed a copy of the final draft survey.

Shaun will reach out to the student body.

Jeff is working with Spicer and the City Communications person to get the info out. Radio interviews are being scheduled.

Discussion on expected return rate took place.

Motion by Dailey, support by Quast to adjourn. Meeting adjourned 7:46 p.m.

bam