



## MINUTES

### DEVELOPMENT COMMITTEE

Village Green Municipal  
Building Council Chambers  
47 Hall Street

**Tuesday March 1, 2016**

**6:30 p.m.**

The meeting began at 6:30 pm. Those present included Brian Lorenz, Jon Bennehof, Brenden Newcomb, Dan Swartwout, Frank Bertone, Jim Hrivnak, Tom Counts, and Chris Shear. Staff attending included Steve Lutz, David Betz, Chris Huber and Megan Canavan. Also attending included Mike Linehan and Marty Saperstein.

#### I. **Today's Business**

##### a. **Marty Saperstein – Discuss Resident Survey**

Marty Saperstein was introduced and he discussed how he has conducted surveys in previous years and his ideas for the upcoming year. He indicated now we can see trends versus points on interest. To reduce sampling error, good questions are formed that can provide valid and reliable responses. His process creates a representative sample and is totally random. Phone numbers are knowable and phone surveys still are a very reliable way of getting input. Cell phone numbers are also easily attainable, and cell phone interviews provide the best data. Jim asked Marty to describe types of questions to ask and categories. Marty replied there are two buckets of questions: 1) a measure of satisfaction over time and 2) specific issues to deal with. Steve asked how we are assured of a statistically relevant survey. Marty said that sampling error is not due to sample size. It is like "soup theory", or the sample being one spoonful of soup. If mixed well, you get a good representation of the whole with one spoonful. Marty then went on to explain the timeline. Jim asked the Committee if this is something we want to continue with a cost approximately \$18,000. The Committee recommended an Ordinance be placed on the Council Agenda for review and a vote to the March 15 meeting.

#### II. **New Business to Schedule**

#### III. **Old Business**

##### a. **Keep Traffic Moving Initiative – Update**

David Betz mentioned that Staff will meet with the consultants on March 28 to put together a schedule of tasks.

##### b. **Development Review Process – Code Diagnostic Plan – Update**

David Betz mentioned that the Committee is set to meet on March 22, and will try to regularly meet on the 4<sup>th</sup> Tuesday of every month.

##### c. **CIP Program List – Update**

Chris Huber gave an update to the following projects.

- *Murphy Parkway Construction – Move to Operations?*
- *Bike paths engineering*
- *Grace Drive traffic signals design – Move to Operations?*
- *Seldom Seen Road Park Preliminary Engineering/Cost Estimates*

##### d. **Seldom Seen Rd./Liberty Rd. Intersection Safety Grant Application**

#### IV. **Adjournment – The meeting adjourned at 7:28pm.**