

**PENINSULA TOWNSHIP
MASTER PLAN STEERING COMMITTEE**

June 26, 2019 7:00 PM
Peninsula Township Hall

Meeting Notes

Present: Jennifer Bramer, Chad Hartley, Mary Beth Milliken, Dave Murphy, Todd Oosterhouse, David Sanger, Susan Shipman, Andy Valdmanis, Todd Wilson, Isaiah Wunch
Excused: Bob Haubold
Also present: R. Mielnik, C. Deeren, John Cavanagh, EPIC-MRA (via skype)

Began: 7:05 PM

This meeting was the first meeting of the Master Plan Steering Committee. It began with introductions from committee members and staff. Three main discussion topics followed and included:

1. Organizational matters related to posting of meeting notices and agendas, notetaking, contact information, township web site, Open Meetings Act, etc.
2. Overview of the overall need to update the Peninsula Township Master Plan. This work begins with conducting a survey of residents. The last survey was conducted in 2006 and the results served as the foundation for the 2011 Master Plan for Peninsula Township.
3. Discussion regarding the public survey that included John Cavanagh from EPIC-MRA. EPIC-MRA is a consulting firm that helps local governments and private entities conduct public opinion surveys. Mr. Cavanagh participated in the meeting via skype and discussed the scope of services, observations regarding question development and survey methodology with the committee.

The meeting concluded with the decision to meet again on July 22, 2019 and to review the questions asked in 2006 in the meantime. The review of questions is from the perspective of what questions should be removed, what questions should be asked again and what new questions should be asked. This information was requested on or before July 15, 2019. The committee members asked for a follow-up email describing the tasks to be completed before the next meeting.

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