



**City of New Franklin**  
**MEETING MINUTES**  
**Comprehensive Plan Steering Committee #5**  
**City Hall, Council Chambers**  
**January 19, 2023, 5:30-7:30 pm**

- I. **Welcome:** Michael Conwell welcomed all committee members and members of the public in attendance. Michael commended the hard work of the Survey Sub Committee and reminded all in attendance that this meeting was our first look at the survey response data. Michael stressed the importance of the work of the entire committee, thanked all for their continued engagement in the process and reminded everyone all that respectful comments and discussions are welcomed.
- II. **Background:** Lauren Falcone made a brief review of the survey process to date (see attached slides) and reminded everyone to sign in to track attendance.
- III. **Survey Update:** Mark Sedlack thanked the New Franklin City Council for funding the paper survey and Dusty Smith for his expertise in using the Tableau visualization software platform which allows the merged data from both the Survey Monkey and the paper survey results to be visualized graphically.
- IV. Mark ensured the members that the raw data will be maintained.

Discussion ensued on how to best present the open-ended survey comments. **ACTION: A taskforce of Survey Committee members will be formed to read and tabulate broad themes related to the planning elements of the comprehensive plan.** Further discussion ensued as to the use of OneDrive software or AI (artificial intelligence) platforms. Volunteers for the task force included SC members Betsy Engels and Jessica Evans – other volunteers are welcomed. **ACTION: Lauren to create Excel spreadsheet using the elements of the comprehensive plan.** Mike reminded the committee that our ultimate responsibility is to use the data from the survey to make recommendations to City Council to help inform policies and allocate resources. **ACTION: All members are encouraged to download the free Tableau reader to view the data.** **ACTION: Request to review how the survey demographic data compares to the most recent survey data.**

Mark and Nolan reviewed the data for each survey question and asked SC members for recommendations on using the data analysis. Once recommendation that stood out from the survey is that NF should survey citizens more frequently with most saying 5 to 10 years would be appropriate as 19 years between surveys is too long. Discussion ensued on the use of the access codes with clarification that the same code could be used by multiple people within the same household. Preliminary themes identified satisfaction with current fire, police, EMS, parks, housing, road maintenance and snow removal. Dissatisfiers include options for dining, shopping, and entertainment. These responses were similar to the 2004 survey results. Most responses identified NF as suburban. A large percentage of respondents would encourage others to live in NF. All in all, NF has a lot to be proud of and it is exciting to see how positive residents feel about their community. Discussion ensues on how and when survey results would be shared with the community – all data will be shared as it will be public record. **ACTION: Raw data will be made available as quickly as possible, Mark and Nolan will be working with Dusty using the Tableau visualization software to finalize the information graphically.**

- V. **Public Workshops:** Lauren Falcone reviewed the plans for the upcoming Public Workshops at Gather at the Lakes, and encouraged all to help generate interest and attendance by sharing with their



personal and professional networks. Thanks to NF City Council for funding the refreshments and thanks to Gather for donating their venue.

- a. Flyer distributed, make sure SC did email invite. Press releases, website, emails, social media though city. Letter to the Editor in the Southside Leader. Same email/text campaign Tuesday before the meeting, mark your calendars
  - i. Special invites, any other ideas?
- b. What survey data do you want to share with at the public workshop?
- c. Schedule of Events:
  - i. Please arrive at 5:30, to stake claim on a table with two committee members at each table facilitating conversation (you will have a cheat sheet at each table and notepads to write ideas)
  - ii. Opening Remarks- Michael
  - iii. Kleinfelder Power Point- Process to Date, Some Survey Results, Goals of Evening
  - iv. Table Break out
    1. Diving into traditional planning elements (Current & Future Land Use related to residential, industrial/commercial, greenspace/parks/recreation, agricultural, land use regs)
    2. Asking questions under each element: Where are conflicts, what would improve quality of life, what changes should be made, what actions should be taken?
    3. If we have time, we can get back together and share, or results will be posted on website next day

VI. **Housekeeping:** Lauren Falcone

- a. Communication- Meetings going forward Jan, Feb, March, and then next SC Meeting to review draft documents in June/July. Teams meetings in between or just email updates?
- b. Public Workshop #1—Gather 6-8 pm Thursday, Jan 26<sup>th</sup>- Current & Future Land Use
- c. Public Workshop #2- Gather 6-8 pm, Tuesday, Feb 7<sup>th</sup>- Economic Development (also include housing, infrastructure, transportation)
- d. Public Workshop #3- Gather 6-8 pm, Thursday, March 9<sup>th</sup>- Parks & Recreation (include multi-modal transportation, agriculture, infrastructure, culture facilities/amenities)
- e. ACTION: Think about other ways you'd like to see the data and any other suggestions for the public workshops; blast out the flyer using email or social media feeds.

VII. **Public Comments:** Members of the public in attendance commended the efforts of the Comprehensive Plan Steering Committee – all in all, NF is doing this the right way and preliminary results of the survey data show that we're doing a lot of things right. Small, incremental improvements to benefit many will help guide city planning and data-driven decision making. Public attendance has been great and kudos to those who consistently showed up and engaged with our work. Kudos to the Survey Sub-Committee and appreciation for the new Task Force. Thanks to Katie Smith for this evening refreshments and to Dusty for his expertise.

VIII. **Adjournment:** There being no further business, the meeting was adjourned. The next meeting TBD in April and May following the completion of the Public Workshops.