

Meeting Minutes
City of Woodcreek Vision 2020 Master Plan
December 14, 2009
Woodcreek City Hall Council Chambers
6:30 p.m.

Present:

Eric Eskelund, Mayor

Dan Williams, Committee Co-Chair

Aurora LeBrun, Committee Secretary

Nadine Cook

Linnea Bailey

William Scheel, Committee Co-Chair

Monica Rasco

Michael Steinert

The meeting was convened at 6:35 p.m.

- Minutes for the November 16, 2009, were presented and reviewed. Ms. Nadine Cook requested an amendment to the minutes as to the report from the Goals and Objectives Assessment Subcommittee. Cook indicated the minutes did not fully reflect her report. Ms. Cook requested the minutes be amended by adding a statement to reflect the subcommittee's recommendation that "progress on objectives be evaluated in a more refined fashion and the recommendation the council consider using target dates for implementation of goals and objectives." Mike Steinert made a motion to accept the minutes as amended, Ms. Cook seconded the motion which passed unanimously.
- Monica Rasco reported on the meeting held on November 20, 2009, by the subcommittee responsible for validating the questions from the last survey and developing new questions. Ms. Rasco informed the group that the subcommittee has suggested changes to the survey questions, and that Mayor Pro Tem Sally Caldwell will be reviewing the document for submission to the full committee. Ms. Rasco provided the group a summary of the suggested changes, and the group provided some comments and suggestions.
- Michael Steinert informed the group that a remaining critical issue is to identify who is a stakeholder for this survey. The group discussed whether all residents, including those who are renting, should be included. The group also discussed how to weigh the responses of those who own property but do not live here versus those who own property and live here, as well as those who own multiple properties. Several options were discussed such as weighing the responses differently, color coding the questionnaires, to then separate and compare the responses of the different groups. Monica Rasco advised the group that, at this time, a process has not been identified to accomplish this.
- Linnea Bailey stated that, in her opinion, the fairest process would be having an updated list of property owners and mail the survey those property owners. She added that if renters were to be included, as well as property owners, this would allow two or more responses per property.
- Eric Eskelund suggested that if we were to include renters, to leave the questions "do you rent or own" on the survey and use the responses to quantify the survey. Mr. Eskelund also asked if there was space provided for people to write in comments when answering a question and Monica Rasco responded there is.
- Discussion extended for several minutes and the committee agreed that the decision on who would receive the survey would be on the agenda for the next committee meeting.
- The group discussed the timing for the decision on changes to the survey. Monica Rasco advised the group that the work of her subcommittee is not complete. A recommendation was made to remove the question on type of housing, but Eric Eskelund asked the group

to consider that we may want to keep as Woodcreek expands the ETJ. The groups agreed the question should be modified for clarity as well as add a question on type of businesses residents would like to see within the city. It was agreed that Ms. Rasco and/or other members of her subcommittee will report at the next meeting on progress accomplished and remaining work.

- Mr. Scheel reported that Phil Lebkuecher is almost through with the inventory and will report at the next meeting of the committee.
- A date for the next meeting was discussed and because of holiday schedules, January 11, 2010, at 6:30 p.m., was the agreed-upon date. The agenda will include:
 - Decision on who will receive/complete the survey
 - Reports from the various subcommittees
 - Survey Structure – including a draft for review by the full committee.
- A handout, the Texas Open Meetings Act at a Glance, was distributed to all members of the committee.
- Meeting adjourned at 7:35 p.m.

Signed: 
Aurora F. LeBrun, Secretary

Date: 12/30/09

Attest: 
Dan Williams, Co-Chair

Date: 12/30/09