

# Iowa's Living Roadways Community Visioning 2016

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**Community: University Heights**  
**Minutes by Trees Forever Field Coordinator: Hannah Howard**  
**Date and Time: Monday, February 29<sup>th</sup>, 7 PM**  
**Meeting Length: 1.5 Hours**  
**Location: Horn Elementary**  
**Meeting Number and Title: #2, TAB Workshop Preparation**

**Number of committee members in attendance: 14**

**Names of committee members in attendance:** Virginia Miller, Thad Wunder, Carol Adamson, Karen Drake, Sara O'Sullivan, Michael Gay, Martha Terry, Dotti Maher, Nancy Barth, Silvia Quezada, Janis Deyak, Carol Howard, Ed Fischer, Carolyn Wells, Hannah Howard (Trees Forever)

## **Meeting Summary:**

Hannah reviewed the agenda for the night and a recap was given of the last meeting in January. The group picked March 23<sup>rd</sup> as the next meeting date which will be the bioregional mapping assessment. Committees typically really enjoy this assessment as it sparks a lot of great discussion and learning regarding the community. This is another assessment that will give us a sense of how factors unique to University Heights will affect the projects that we choose and the designs that come out of it. In addition to the mapping assessment, the group can also discuss recruitment and provide updates for the upcoming TAB Workshop.

A quick update was also given on the surveys. So far 144 surveys are in, which is past our goal of 100! The committee has done a great job talking to people about the visioning process and it seems that a majority of the community have heard about visioning. The survey results will be compiled on March 14<sup>th</sup>, so committee members should encourage others to fill it out and send it back before that date. Iowa State University will be compiling the results and creating a video. The video will be shown at a future visioning meeting.

The majority of the meeting was spent discussing and preparing for the Transportation Assets and Barriers Workshop. Hannah explained that the day consists of five different focus groups including seniors/mobility impaired, active recreationists, parents, children and the steering committee. These five focus groups are important because they will allow us to gather information from very different people in the community who have different needs and experience the community in different ways. These focus groups will each last two hours which allows us time to gather information about the community via an aerial map and focused questions, then allows the participants to head outside with GPS cameras to document specific areas in town that they identify as either an asset or a barrier. At the end of the day, all participants and steering committee members are invited back to a presentation summarizing the information gathered during the workshop and to learn more about the visioning process. The ISU Crew will show everyone how to access the interactive map they have created from the workshop online. This interactive map allows anyone to see a map of all of the photos and comments taken throughout the

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workshop from all of the focus groups (no names are associated with photos and comments).

A potential space for the workshop was discussed. A meeting space that will have enough room to conduct all of the focus groups throughout the day is needed, with up to 3 rooms or more. Silvia will work on reserving a space either at the school, senior center or St. Andrews Church. The most important part of the workshop of course, is getting community members there. Hannah discussed the importance of recruitment and how face to face interactions is the best way to explain the workshop and get people to commit to attending. It is important for committee members to not only gather numbers of people who RSVP, but also to gather their names and which focus group they will be attending. This is our only chance to gather this information, so everyone needs to work hard to recruit early. Hannah will need the number of RSVPs for each focus group 1 week before the workshop, if numbers are not high enough ISU will cancel.

There was much discussion on how to best recruit and reach out to the community. In the end, the committee decided to divide up the community and go door to door to invite community members to the workshop. Committee members will have a full page color flier for the workshop but also a stack of handouts that will help us track recruitment. The top half of the handout will be kept by the steering committee member to capture the name and focus group of the person attending, and the bottom half will be given to the community member as a reminder of when and where the workshop will be held and what time their focus group will start.

The meeting adjourned around 8:30 pm.

**Next Meeting:** Wednesday, March 23rd, 7 pm at Horn Elementary.