

**RECORD OF PROCEEDINGS**  
Jerome Township Board of Trustees

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3358 FORM NO. 10148

Held

January 18, 2023

20

The Jerome Township Board of Trustees met in special session on January 18, 2023, at 10:00 a.m. for the purpose of hearing presentations from potential comprehensive plan consultants. Board Chairman Wezlynn Davis called the meeting to order and led the Pledge of Allegiance. Megan Sloat, Barry Adler and Wezlynn Davis answered the roll call. Also in attendance were Debbie Bollinger (Office Manager), and members of the public.

The purpose of the meeting was to have the Trustees receive presentations by two vendors for the update of the Township comprehensive plan.

MS Consultants

Shannon Fergus representing MS Consultants, indicated would serve as the project manager and set forth how they would approach the project.

- Preparation - consists of a kickoff meeting, formation of a steering committee, bi-weekly calls, creation of a project website and social media.
- Strategic Analysis - review of the existing comprehensive plan, gathering of GIS and census data, and a review of jurisdictional boundaries.
- Community Engagement - will include surveys and online activities
- Idea Generation - formation of a future land use map and districts and drafting recommendations and the formation of an implementation strategy which could include a trails/parks plan.
- Finalization - preparation of a draft plan, conducting public open houses, and a final plan

Ms. Fergus stated the process would take approximately twelve months and cost \$130,000.

MKSK

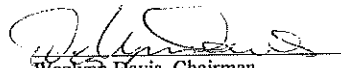
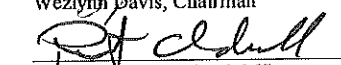
Representatives Chris Hermain and Kyle May introduced themselves representing MKSK. They began by indicating the project team and roles would consist of the Trustees, Zoning Commission, staff, steering committee, stakeholders, and the public and will focus on who you intend to be in the future. They outlined the process.

- Preparation
- Conducting baseline research including conditions and trends
- Conducting community outreach and development of an engagement campaign
- Focused analysis
- Plan development
- Finalization and adoption

Barry Adler asked who the firm obtains public engagement as there has been difficulty in doing this and what would be their strategy to get people involved. They representatives responded this is why it is critical to education and have utilized applications that identify nominating criteria to demonstrate care in the community. They added the need to energize people.

The Board thanked the committee and the Zoning Commission in the selection of the final two consultants who have made presentations to the Trustees with the Board to entertain a decision at the next regular meeting.

At 12:01 p.m. it was moved by Wezlynn Davis and seconded by Barry Adler that the Jerome Township Board of Trustees adjourn. The motion carried.

  
 Wezlynn Davis, Chairman  
  
 Robert Caldwell, Fiscal Officer

