

**East Goshen Township  
Futurist Committee  
July 16, 2020  
Final Minutes**

**Members Present:**

Tom Kilburn, Chair; Members: Brandon Groff, Jeff O'Donnell, Brian Sweet

**Others Present**

Marty Shane, Liaison and Township Supervisor; Jon Altshul, Assistant Township Manager and Staff Liaison; Ernie Harkness, Planning Commission

**Call to Order & Pledge of Allegiance**

Tom called the meeting to order at 7:00 pm and Brian led the Pledge of Allegiance.

**Moment of Silence**

Tom called for a moment of silence for all first responders especially during this time of COVID-19.

**Approval of Minutes**

Brian made a motion to approve the minutes from June 18, 2020. Jeff seconded. The minutes were unanimously approved

**Chairman's Report**

Tom confirmed that the next meeting is next meeting is August 20, 2020@ 7:00 pm.

Tom stated that he submitted the Long-Term Strategy Statement to be included on the BOS agenda. Jon replied that it will be included on the 7/21 agenda.

**Old Business**

**Consider steps for developing a Business Park (BP) Strategy for EG business parks**

Brian stated he has contacted the Planning Commission to collaborate on the long-term strategy for the Township Business Park. Ernie stated that the Planning Commission is also looking at the business parks from an ordinance perspective.

Brian explained that the Futurist Committee would like to query the current occupants with a survey to determine what they would like to see in the future. This should be coordinated with the Planning Commission to determine what ordinance changes may be needed.

Jon clarified that the Futurist's plan includes the Zoning districts: BP, I-1 and I2.

Tom provided background on the genesis of the BP strategy plan and that some Supervisors and staff expressed concern about the viability of the BP.

The group discussed the need to determine if the Township business park is in danger of losing tenants and the importance of gathering feedback to keep the current tenants.

Brandon shared a draft survey with the group for review. Tom explained that a personal approach is needed. The group agreed this a survey is a good way to gather the information. Tom stated the information collected will assist with analysis and a risk profile for each business.

Tom asked if there was a Township map of the BP outlining each business. Jon said that he will provide this for the group.

Ernie said that he will talk about this with the Planning Commission. Ernie suggested that the group read the Township Code Sections 240.18 through 240.21. Brian will share the link.

Brian will draft an initial letter that will be sent to those responsible for the business properties. The letter will explain that the Futurist Committee would appreciate their input on their current and future needs and what the Township can do for them.

Marty noted that the Board of Supervisors will be sending a request to the Planning Commission to look at combining the Business Parks ordinances. He agreed with the Committee's approach to this topic and stressed the importance of spotting and catching trends. It was noted that meetings right now will be virtual due to COVID.

### **Scope and content of potential township survey seeking feedback on what type of amenities residents prefer in the future**

Jeff shared a sample comprehensive plan survey that Willistown Township recently distributed to their residents. Willistown initially sent out digital survey. They did not receive the number of responses they had anticipated. They then mailed a paper survey to every household. To date, 30% of recipients have responded. The physical mailing cost was approximately a \$3K investment. This did not include the data collection costs.

Jon noted that the Township does not have the staff for the data collection or analysis.

Jeff questioned whether the EGT survey should incorporate questions from all the Township ABCs.

Brandon noted that it is important to ensure the survey is balanced demographically among participants.

Tom recommended that this topic be tabled until after the Board reviews the Committee's vision statement. It was agreed that Brandon and Jeff could continue to work on a simple digital survey.

### **Next steps on developing a network of neighborhood liaisons and a framework for the type of communication and feedback about the future of EGT**

It was agreed that due to the current COVID situation, the resident survey could be the method to address this topic. If the group can determine what residents want from a survey, conversations with neighborhood liaisons would not be needed.

### **Meeting Adjournment**

The next meeting is August 20, 2020 @ 7:00 pm.

Tom asked for meeting adjournment at 8:10 p.m. and Brian seconded the motion and the meeting was adjourned.

Respectfully submitted,

Susan D'Amore