

Summit Advisory Commission Meeting Minutes

Council Room, 2nd Floor City Hall

September 30, 2016

9:00 am – 10:30am

Staffing: Lynn Tully, Page Jeffers & Heather Cook

Commission Members	Jane Henry, Chair Lafe Cook Eric Deaton - Absent Tom Dixon Jane Hillhouse Chrissy Idlette	Seth Jervis Charlie Nitschke John Perdue Bill Sumner Aundrea Wilcox	
Agenda #	Item	Owner	
	Welcome and Roll Call: Jane Henry called the meeting to order, thanking and welcoming everyone. All committee members were present except Eric Deaton. Guests in attendance were: Mary McNabb, Skip Norrell, Mathew Lane, John Campbell, Danny Karst, Heath Guinn and Alderman Tommy Olterman	Henry	
	Approval of the Agenda: A motion was made by Chrissy Idlette, seconded by Seth Jervis to approve the agenda as written.	Henry	
	Approval of the Minutes: A motion was made by Charles Nitschke, seconded by Tom Dixon to approve the minutes as written.	Henry	
Old Business	Item		
	There was no old business to discuss.		
New Business	Item		
09-01	Review Prioritization Process: Lynn Tully explained the time constraint that the committee is under to get their recommendations in to the BMA. She further revisited the filters that were used to compile the original list which was taken from the Prioritization Teams, a Citizen Survey and the BMA worksheets that they turned in following the presentations in March. At the time it was decided, high impact-low cost items would take priority, with high impact meaning accomplishing one or more of the summit goals. Low cost was considered as \$100,000 or less. She noted that since we are well into year one, with this late start we will realistically have 7 to 8 months to get projects done and additionally will have to make a recommendation for year two's budget in January 2017.	Tully	

09-02	Review & Sort First Year Projects by Focus Group: Lynn Tully handed out a list of the prioritized list of projects and asked the committee to look at each one and ask questions as they went. They would then decide where on the list they would place them with the options being one of four choices: move forward/continue progress, study for further recommendation, move to the year's 2-5 list, or remove from consideration. The committee went thru the list deciding how each options was to be applied to the projects. Due to time constraints not all projects were reviewed.	Tully
09-03	Prepare questions for final Approval: Jane Henry asked if everyone would be comfortable sending in any questions that they have in advance to Lynn Tully for the remaining items that have not been covered. Lynn will compile the results of all the projects that have been discussed and anticipate actions for the final projects. This will be posted for review prior to the meeting so everyone can review and make additional comment.	Tully
09-04	As time allows - Compare staff first draft priority projects for year one and Results of Sorting with anticipated funds available: This item was forwarded to the next meeting.	Tully
Reports	N/A	
Public Comment	Speakers please limit to 5 mins. on a topic listed on the agenda: John Campbell spoke to the committee regarding recent new opportunities for Product Creation Center. Danny Karst spoke to the committee thanking them for their time to serve and to please remember when hiring consultants there are people in the community that can do the work. Mary McNabb spoke to the committee saying there is talk about projects, but not the commission. This is a retirement age community and she would like the committee to remember that.	Henry
Closing	Item	
	Next meeting: Week of 10/10 – Options Monday, Tuesday and Friday 8:30am or 9am start	Henry
	Announcements: Jane Henry stated that the next meeting might be a two hour meeting. Lynn Tully stated that she would go ahead and refine the list and place it on Basecamp. Chrissy Idlette asked if Lynn Tully could list what has already been approved as compared to the draft expenditures.	Henry
	Adjournment: Jane Henry adjourned the meeting at 10:45	Henry