

**24 October 2007 6:30 pm**  
**Royster Clark Special Area Plan Meeting**  
**East District Police Station Community Room**

**Royster Clark Neighborhood Planning Team Members Present:**

*Neighborhood Representatives:*

Sheila Guilfoyle, Chair RCNPT, Neighborhood Resident-at-large  
Kris Whitman, East Moreland Neighborhood Representative  
Jacky DaWalt, Lake Edge Neighborhood Representative

*Neighborhood Representative Alternates:*

BJ Obermeyer, Lake Edge Neighborhood Alternate

*Business Representatives:*

Mike Holcarz, substituting for Jim Mohrbacher, MG&E Representative  
Ken Bowers, Bower Family Chiropractic, (Not in attendance)

*Elected Officials*

Tom Stoebig, County Board Supervisor

**Others in Attendance:**

Dave Porterfield, Neighborhood Resident  
Patrick Soukup, Neighborhood Resident  
Tom Sather, Silverstone Partners  
Mike Hershberger, Urban Solutions, Inc.  
Brian Munson, Vandewalle & Associates  
Michael Ware

**City Planning Staff:**

Michael Waidelich, Planning Division      Rebecca Cnare, Planning Division

**Minutes:**

1. Welcome and Introductions
2. Public Comment Period – no comments.
3. Review and Discussion of Market Analysis RFP
  - a. Questions and Comments about Draft RFP

Mike Hershberger mentioned that the timing for consultants to prepare proposals doesn't need to be 3 or more weeks. 10 days or two weeks is plenty.
  - b. Selection Committee Participants / Selection Process
    - i. Tom Stoebig volunteered to be on the selection committee
    - ii. we need one more RCNPT member to volunteer as well
    - iii. Michael Waidelich, and another City staff member will complete the team. Rebecca Cnare will manage the process, but not 'vote'
  - c. Future Dates/Times for Selection Committee Meetings

Can be scheduled at the next monthly meeting.

4. November 5<sup>th</sup> Public Meeting
  - a. Location change to Scheck/Whitehorse if possible
  - b. Time: 6:00-6:30 pm Open house, 6:30-8:30 Public Meeting
  - c. Public Meeting Agenda/Activities
    - i. The RCNPT should have an opportunity to be introduced and discuss the history of the group, and how this came to be a more formal process.
  - d. Activity Stations (RC-NPT Station Assignments)
    - i. Perhaps we should limit to three main stations, with potentially an unmanned 4<sup>th</sup> station
    - ii. City staff and at least one RCNPT member will be at each station
  - e. Notification – Public Outreach
    - i. Kris Whitman suggested that we have a takeaway sheet of information for attendees to have as a reference
    - ii. The website should be updated to provide additional ways for the public to provide input
5. Developer Update:
  - a. Hershberger/Silverstone are continuing to talk to both City and State and Agrium about Clean-up grants
  - b. They are still working with Consultant BTSquared
  - c. Determining financial feasibility
6. Steering Committee Members Update
  - a. Survey Update
    - i. Tom Stoebig and Kris Whitman met recently about writing the survey.
    - ii. Larry Palm was willing to finance the distribution of the survey, but the results would have to be mailed back to him for further distribution
    - iii. E-mail discussion about the survey will continue amongst the group
  - b. Clean-up/Contamination

Tom Stoebig gave the group a brief history on some of the contamination that he knows of at the site.
  - c. Dane County recently adopted their Comprehensive Plan

County shall encourage and establish rail infrastructure closer to industrial customers and away from residential uses.
7. Next Meeting Agenda items
  - a. Results of Nov 5<sup>th</sup> meeting
  - b. Update on Market Analysis RFP
8. Next Meeting: Potentially December 17<sup>th</sup> 6:30 pm  
Pinney Branch Library Meeting Room (Confirmed!)  
Future Meeting Scheduling – wait until next meeting.

**Meeting was adjourned at 8:30 pm**