

DRAFT

Eaton Rapids Area Comprehensive Plan Focus Group Format

Introduction of the project: Quick overview of the Comprehensive Land Use Planning Process include that you are state mandated to review your plan every 10 years with citizen input. *Introduce the next speaker.*
City of Eaton Rapids

How the Plan will be used by the 3 units of Government in the future and how this plan was used in the past. *Introduce the next speaker.*
Hamlin Township

Thank everyone for participating; it is important to have citizen input. To make things simpler we will refer to the three governmental areas, we are focusing on as Eaton Rapids Area for this process. *Introduce the next speaker.*
Eaton Rapids Township

“What Does the Eaton Rapids Area look like today” Use demographics to compare changes from 1996 present. Ask Jon to suggest what types of demographics might be presented. *Introduce the facilitator.*

Speaker: Jon Coleman, Tri County Regional Planning

Facilitator will explain the process for the evening:
The process the steering committee has developed includes total group participation, small group discussions and priority setting and an

opportunity to hear the issues that were discussed in the smaller groups. It is the hope of the steering group that everyone will have an opportunity for dialogue, deliberation and time express their opinions.

Explain Ground Rules for the evening: *Be respectful of others, one person talk at a time, etc.*

As a total group: Ask these questions and have the citizens respond. *Will Need Two Scribes to place the information on flip charts.*

- Why did you decide to move to this area or remain in this area? What is it that attracts you?
- If you were to describe the Eaton Rapids Area to someone new what are you most proud of?
- If you could preserve or develop anything in this area what would it be?

Before the total group, review the list made by participants and discuss any items that need clarification.

Introduce the concept of a vision statement: Explain what a visioning statement is and how it can help to set the direction for the Eaton Rapids Area. Provide some examples of other community visions.

Have each group use the asset list of the Eaton Rapids Area and write a visioning statement that will be shared with the total group. Break into small groups of 6 or less, based on the number you were given at the door.

Share all statements and posted around the room on large paper. With the total group ask which phrases they especially liked that described Eaton Rapids Area.

BREAK

Total group:

Explain that the steering committee wants your input relating to specific topics:

Recreation, Manufacturing/ Commercial, Housing, Government, Land and Natural Resources, Transportation, and Education. THE STEERING GROUP WILL HAVE TO TELL ME WHAT TOPICS YOU WANT DISCUSSED; I HAVE LISTED SOME COMMON ONES. IT IS YOUR DECISION.

Facilitator will discuss what is meant by a topic's strength's, weaknesses, any threats or barriers and what opportunities may be available if initiatives were taken in this area. Give examples:

Each small group will have four questions to consider:

1. What are the Eaton Rapids Area's strengths in this topic?
2. What is the Eaton Rapids Area's weakness in this area?
3. What are the threats or barriers that may affect this topic?
4. What opportunities may be available if you took advantage of them?

Total group is asked to move to a Topic Table that they have an interest in discussing. Remember that is there are 6 people at a Topic Table you need to find another table. Everyone will have an opportunity to input on each topic.

After small group dialogue, each group will post their answers on large paper and present their ideas back to the total group.

Having posted the sheets on walls, take time for each person to add to the topic information by sharing with the total group and adding to the posted signs.

Finally, if time

Introduce the visioning statement from 1996, have each group review and decide which concepts continue to be appropriate and put a line through those that you have been accomplished and put a box around those that still need to be worked on. Add any statements they feel need to be included in the 2006 visioning statement.

The Three Units of Government need to thank the citizens for their input and ask them to participate in the next step of the process. Give specific information on date, time and location.