

Steering committee Meeting No.1

February 10, 2016



Agenda

1. Introductions
2. Project Scope and Schedule Review
3. Results of Initial Data Review, and Demographic Analysis
4. Identify Interview Participants
 - a. Key Leaders
 - b. Focus Groups
 - i. Government Officials (City and County)
 - ii. Downtown Stakeholders
 - iii. Schools (Including Park Univ.)
 - iv. Recreation / Event Coordinators
5. Parks Issues Discussion
6. Next Steps

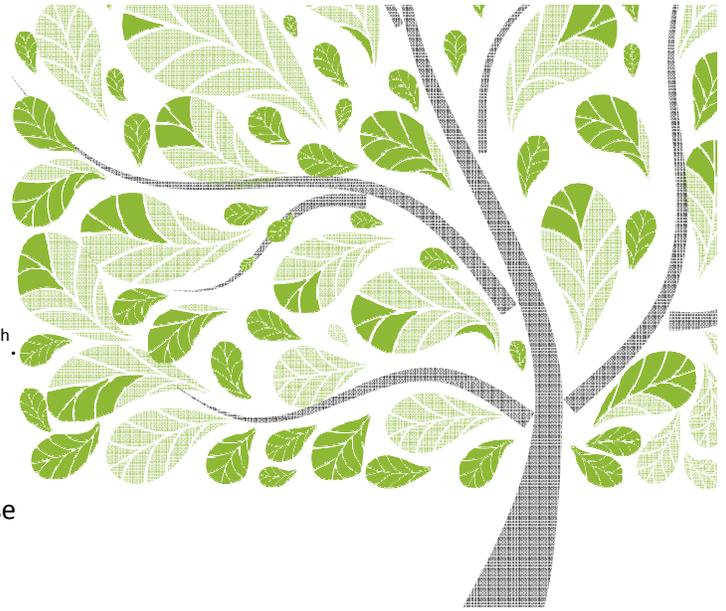
Attachments:

Powerpoint
Schedule

Memorandum

To: Parkville Parks Master Planning Steering Committee

RE: Upcoming Steering Committee Meeting



Good Morning!

We are looking forward to our first planning session, February 10th. We will be using a portion of your regular meeting to begin work on the plan. An agenda and some supporting materials are attached for your information. There are a couple of items that it would be helpful if you thought about ahead of time so we can use the time we are together most productively.

Key Leader and Focus Group Participants

An important part of the process is identifying those members of the community to talk to individually or in small groups. We need your help in filling out the list of participants. Please come to the meeting with some ideas.

Key Leaders: These are people who have an important stake in success of the project, can lend particular perspective, or are simply important to talk with one on one. We can accommodate four sessions and there could be more than one person in each session but hopefully not more than three in each. Please come to the meeting to suggest participants.

Key Leaders: _____

Focus Groups: Usually there are people who focus their interest on a particular topic. The focus group meetings are intended as smaller group meetings (up to ten people per session – there are four, one hour sessions scheduled). It would be helpful if you would share names important to success of the process in each of these areas as well.

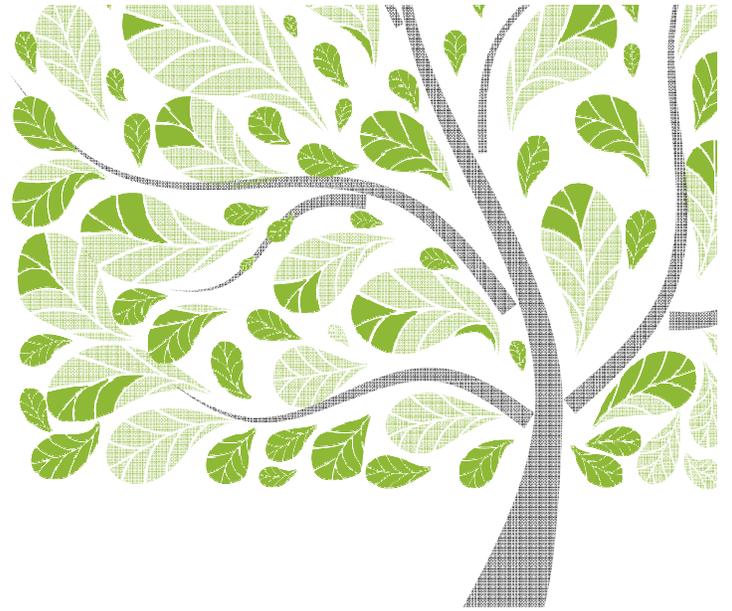
Recreation / Event Coordinators	_____	Downtown Stakeholders	_____
	_____		_____
Schools (Including Park Univ.)	_____	Government Officials	_____
	_____		_____

Parks Issue Discussion

Finally a portion of the meeting will be a discussion of top issues facing Parkville Parks. Please think about the three most pressing or important issues to you relative to Parks in Parkville. This first list will begin to shape the discussion with Key Leaders and the Focus Groups. My three top issues are:

Attachments:

Meeting Agenda • Draft Meeting Presentation • Project Schedule



Parkville
PARKS
Master Planning
