

Parks and Recreation Commission  
Strategic Planning Sub-Committee  
Minutes  
April 26, 2016 Meeting

These minutes are a general summary of the meeting and are not intended to be verbatim.

Meeting called to order 7:30am.

Present:

Gina Carey, Sub-Committee, Chair  
Phil Kearns  
Kim Hulber  
David Shofi

The sub-committee continued to discuss the planning for the stakeholder interviews and the framework for developing the Parks and Recreation Strategic Plan.

Reviewed updated presentation deck articulating the framework and timeline to be utilized when soliciting input from key stakeholders  
Agreed upon the manner (individual/group) in which each stakeholders will be interviewed  
Set up the next two sub-committee meeting dates 5/23/16 and 6/9/16 at 7:30am

Follow up issues:

Ms. Carey to review the presentation deck with the Director  
Ms. Carey to contact Barbara Dobbins to determine her availability to assist with the interviews or data gathering  
Ms. Carey to provide update to Commissioner during the May meeting  
Mr. Kearns to circulate the updated presentation deck  
Mr. Kearns to draft suggested list of stakeholder interviews  
Mr. Kearns to draft qualitative and quantitative questionnaires for the stakeholder

interviews.

Respectfully,

Gina Carey \_\_\_\_\_  
Sub-Committee Chairperson

April 28, 2016