

**OPEN SPACE COMMITTEE**  
**PUBLIC FORUM PLANNING SUBCOMMITTEE MINUTES**  
**AGENDA JUNE 7, 2018**

**Attendees: Barbara Dee, Tom Blake, Victoria Morales, Jessica Simpson, Patti Smith (Duke Harrington for a few minutes start of meeting)**

- ❖ Set public forum time - 6 to 8; light refreshments at 5:30
- ❖ Set public forum location - Community Center Senior Wing
- ❖ Discuss advertising/marketing the forum - Same as survey distribution
- ❖ Expected attendance numbers - 75 to 100
- ❖ Review purpose of public forum - introduce open space planning process, update community, solicit ideas from community members regarding connectivity, public access, undeveloped land to preserve, spatial information, and use of paper streets. Should tables be by neighborhood or mixed? Name tags will identify neighborhood, no reference to old plan.
- ❖ Determine meeting content and structure - Forrest and Jessica will present information from original presentation. Each table will have a map with overlays to use as reference. Large maps on wall? Opportunity to leave comments with sticky notes?
  - Room arrangement - tables and chairs
- ❖ List supplies (chart paper, flip chart stands, AV equipment, pens, markers, sticky notes, food?)
- ❖ Other related issues as they arise - contact SPCTV to film forum