

**Programs and Long Range Planning Subcommittee Meeting  
May 8, 2009**

**AGENDA**

Discuss Draft Parks and Recreation Strategic Plan

- Overview of Process
- Review of draft document
  - Director's Statement
  - Mission
  - Vision
  - Situational Analyses and Goals
- Comments / Recommendations
- Next steps

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**MINUTES**

Attending: Evie Bottali  
Gina Carey  
David Thaxter  
Paul Roche

Meeting Place: Parks & Recreation Conference Room, 7 PM

Paul Roche and Evie Bottali outlined how the Parks and Rec Strategic plan was developed. The plan was developed using a "bottom up" approach; staff members from each of the departments met with their supervisors to identify goals for the upcoming fiscal year. Paul described the management/supervisor hierarchy to give the committee a better understanding of how the departments interact with each other and are integral to the success of the goals established.

Committee members discussed the role of the document and how it will be used to develop FY2010 performance assessments (goals/measurements) of the supervisory staff.

Gina and David suggested some edits on the Director's statement, purpose section and requested expanded information in the "at a glance" section of the report.

Next steps: the revisions will be implemented and the report will be presented to the full commission for their review at the May 18<sup>th</sup> monthly commission meeting.

Meeting adjourned at 8:15 pm.

