

Meeting Number	01	Date	03/08/2021
Project Name	McDonald Commons Master Plan	Project Number	21111.00
Location	Virtual	Purpose	Master Plan Project Kick-Off

1. **Introductions** (5 minutes)
2. **Comprehensive Plan Review** (5 minutes)
3. **Timeline Review** (10 minutes)
 - a. Establish Milestone Dates
 - b. Review Stakeholder Groups
 - i. City Administration
 - ii. Parks Board and Park Manager
 - iii. Community Members, Athletics, and Users of the Park
 - iv. Neighbors and Adjacent Property Owners
 - v. Representatives of Business District and Corporate Community
4. **Measures of Success/ Project Goals Interactive Exercise** (15 minutes)
5. **“What Works, What Does Not” Interactive Exercise** (20 minutes)
6. **“Wish List” Interactive Exercise and Prioritization Exercise** (20 minutes)
7. **Recap & Next Steps** (5 minutes)
 - a. Due Diligence (site survey, soils testing, etc.)
 - b. Concept Development