

**Minutes of the Regular Session
Medicine Park Strategic Planning Committee
August 23, 2019**

After being posted in accordance with the "*Oklahoma Open Meetings Act*" the Regular Session of the **Medicine Park Strategic Planning Committee** was called to order at 9:02 a.m. by Jennifer Ellis.

Members Present: Lynn Null, Larry Cofer, Jean Schucker, Barbara Boguski, Jenna Thornton, Jennifer Ellis

Members Absent: Tom Null

Recorder: Kirsten Sellens, Town Clerk

Town Staff Present: Leigh Gurr, Sabine Ruesga

1. **Discuss and Take Action on Regular Dates for Strategic Planning Committee Meetings.** Ellis reminded the group, the purpose of this group is a subcommittee for PPC to work on the strategic plan and comprehensive plan. Schucker stated we just need to change the name since it a temporary, long term. Change the name to Task Force. Town Clerk suggested 3 or 4th week for Town Hall staff. Suggested the fourth Thursday of the month for the Task Force. September 26, 2019, October 24, 2019 and November 21, 2019, no meeting in December 2019. Town Clerk suggested the Treasurer and PWA Clerk only attend as necessary. Cofer made the motion to meet on the fourth Thursday of a month, unless there is a scheduled holiday in the way and only require Treasurer and PWA Clerk to attend as needed. Second by Schucker.
Null-Yes Cofer-Yes Schucker-Yes Boguski-Yes Thorton-Yes Ellis-Yes **Motion Carried.**

Thornton arrived at 9:10 a.m.

2. **Discuss and Take Action on Municipal Planning handout from OML and Chapter 1 of Medicine Park Code of Ordinances.** Ellis discussed that Planning and Preservation at some point was combined. We need to look at State Statute and Local Ordinance. Boguski stated the plan needs to include businesses, health, safety and expansion for economics of the residents and visitors. Schucker stated this is a steering committee and as it moves along, we can expand the group. Ellis stated one thing that is critical we need to recruit others that do not currently serve on any boards. Expanding is crucial. We might want to advise the BOT that Planning and Preservation be renamed to Planning and create a Preservation Commission. Null noted on page 27, shows the Strategic Planning Process; how are we going to move forward. Ellis said they previously spoke about having a Town Hall Meeting and doing surveys. Schucker passed out three separate draft surveys to present, one for business, one for visitors and one for residents. Ruesga asked weren't we going with a five-question survey. Ellis stated that we didn't want to limit. Boguski stated we could do a mixed media. Rate 1 to 10, yes or no. Schucker stated she thinks we should use a Survey Monkey. Survey Monkey can tabulate and evaluate the survey. Boguski stated there are many residents with varied backgrounds, we should investigate those. Null commented that we need to start with a vision with community input, who are we, who do we want to be, what do we want to see that would help us with vision and mission? Then this committee can start the work. Ellis stated that is right and move to a mission. Null stated the surveys need to come and get the Town Hall meeting. Ellis stated we take the surveys and the Town Hall and come up with a plan to present to Planning and BOT. Ruesga wanted to read her questions to the group. What is Medicine Park's best feature? What is Medicine Park's least/worst feature? What improvements to the infrastructure are needed? Are you familiar with Medicine Park's Municipal Government? or Trustees? Where would you like to see? Thornton stated we need visitor input. Null added the infrastructure needs to be reviewed as well. **No Action.**
3. **Discuss and Take on requirements to initiate grant search for.** Town Clerk noted the error on the agenda item. The word "for" should have been removed. Ellis stated we are not at the point to start looking for grants. **No Action.**

CITIZEN COMMENTS-None

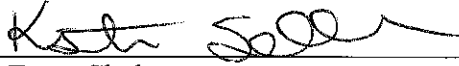
COMMITTEE COMMENTS- None

NEW BUSINESS-None

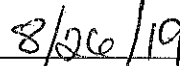
Motion to adjourn by Null. Second from Schucker.

Null-Yes Cofer-Yes Schucker-Yes Boguski-Yes Thornton-Yes Ellis-Yes **Motion Carried.**

Meeting adjourned at 10:00a.m



Town Clerk


Date