

**OPEN SPACE COMMITTEE
PUBLIC FORUM PLANNING
SUBCOMMITTEE**

AGENDA JUNE 7, 2018

4-5 PM @ Public Works Conference Room

- ❖ Set public forum time
- ❖ Set public forum location
- ❖ Discuss advertising/marketing the forum
- ❖ Expected attendance numbers
- ❖ Review purpose of public forum
- ❖ Determine meeting content and structure
 - Assign roles for subcommittee members
 - Room arrangement
- ❖ List supplies (chart paper, flip chart stands, AV equipment, pens, markers, sticky notes, food?)
- ❖ Other related issues as they arise