

STEWARDSHIP OF RESOURCES MASTER PLAN STEERING COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 305, 61 Locust Street
Meeting Date: **August 4, 2016**
Meeting Time: **5:30 PM**

Members Present: Bob Carrier, David Landry, Otis Perry, Cora Quisumbing-King, Alison Webb, Elizabeth Goldman.

Members Absent: Lindsey Williams

Staff Present: Christopher Parker, Assistant City Manager; Dave Carpenter, Community Development Planner

Others: Steve Whitman of Resilience Planning and Design LLC

1. CALL TO ORDER

Meeting called to order at 5:34 p.m.

2. CITIZENS FORUM

No one spoke during the Citizens Forum.

3. APPROVAL OF PRIOR MINUTES

Motion: Otis Perry made a motion to approve the minutes of July 7th. Seconded by Bob Carrier.
U/A

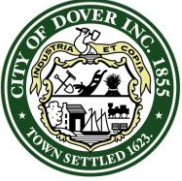
4. STEWARDSHIP CHAPTER

A. Review of chapter template

The Committee reviewed the role and structure of the introduction and executive summary. The discussion included having an executive summary for the chapter and an introduction for each of the chapter sections.

B. Review of subsections

A conversation was held regarding the potential size of the chapter given the number of resources to be addressed. The discussion revolved around having a chapter that will include a focused presentation of subject material for each resource and a separate appendix that will include source and backing material for each section of the chapter.



CITY OF DOVER

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5. WORK PLAN

The Committee, staff and the consultant discussed the timeline for completing the chapter. It was discussed that the work plan's timeline should be extended. Formal action regarding the timeline will be considered at the August 31st meeting.

Materials for the next meeting will be distributed to the Committee during the week of August 22nd.

6. OTHER BUSINESS

A. Next Meeting – August 31st

It was conformed that the next meeting is scheduled for August 31st at 5:30 in room 305 of the McConnell Center.

7. ADJOURN

Motion: Otis Perry made a motion to Adjourn. Seconded by Elizabeth Goldman. U/A
The meeting adjourned at 7:25 pm.