



## Fairgrounds Master Plan Committee Minutes

Wednesday - May 22, 2019 12:00 PM

City/County Complex, 414 E. Callender Street, Livingston, MT 59047

1. **CALL TO ORDER** by Kristen Galbraith
2. **WELCOME & INTRODUCTIONS.** Those present: Jeff Wagner, Kristen Galbraith, Katie Weaver, Mike Klasing, Clint Tinsley, Nicole Divine, and Chuck Donovan.
3. **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA** - *State name and address for the record, limit comments to 2 minutes per person.* None heard
4. **OLD BUSINESS** - 1. *Discussion regarding field trip to MetraPark and Big Horn County Fairgrounds on 5/9/2019.*
  - a. Jeff Wagner provided an update on the field trip with additional comments made by Clint and Nicole.
5. **NEW BUSINESS** - 1. *Update from Stahly regarding Scope of Work timeline for public meetings and stakeholder workshops and Existing Conditions.*
  - a. Nicole provided an update on the existing conditions assessment conducted by Stahly on Monday, 5/20.
  - b. **Stakeholder Meetings:** Nicole to coordinate dates/times on June 11 and 12 and conduct outreach for focus groups 3 groups per time with a maximum of 3 representatives and 1 spokesperson from each group. Nicole to develop a postcard and notice to send out to each group. Ask Stahly for a list of questions for the group to discuss internally prior to the workshops. No wiggle room for setting up date and times. Jeff will help Nicole coordinate the meeting notice and questions.
6. **PUBLIC COMMENT** - *State name and address for the record, limit comments to 2 minutes per person.* Chuck Donovan wanted to know if we've been working with the
7. **RECOMMENDATIONS TO THE COMMISSIONS** - None
8. **NEXT STEPS** - *Agenda items for next meeting. Items requiring follow-up and responsible party.*
  - a. Nicole and Jeff will work together with Greg to coordinate the stakeholder's meetings.
  - b. June 11 and 12, 2019 stakeholder meetings – 4-H Council, LRA, FFA, Livingston Schools, Logan, Chamber of Commerce, Pioneer Banquet, Park Electric, Compassionate Friends, etc.
  - c. Next Master Plan Meeting on June 26<sup>th</sup>.
9. **ADJOURN** - *Meeting adjournment. Katie motion to adjourn, 2<sup>nd</sup>*