

City of Rowlett  
Strategic Plan Steering Committee Meeting  
Monday, March 12, 2018  
City Hall  
4000 Main Street, Rowlett, Texas 75088

Meeting Minutes

- I. Call to order.  
Chairman E.C. Umberger called to order the regular meeting of the Strategic Plan Steering Committee at 6:30 pm on Monday, March 12, 2018. The following members were present: E.C. Umberger, Scott Airitam, Diana Moore, Whitney Laning, Blake Margolis, Jeff Winget, Maria Martinez, and Brian Funderburk. City Staff present were: Mark McAvoy and Paul Stevens
- II. Consider action to approve minutes from February 21, 2018 meeting.  
Motion to approve was made by Blake Margolis and seconded by Scott Airitam. Meeting minutes approved unanimously.
- III. Discuss design and delivery of Town Hall meeting and public engagement sessions.  
Discussion regarding focus group meeting involved confirming dates for meetings and committee member participation roles. Forum and outline of meetings discussed and how they would vary based on focus group. Discussion included compilation of information with varying questions and how it was to be evaluated.
- IV. Discuss timing of and possible agenda for joint visioning meeting between Comprehensive Plan and Strategic Plan Steering Committees.  
Joint visioning scheduled for the evening of March 21, 2018.
- V. Discuss project website and online survey.
  - Discussed survey participation since go live date.
  - Discussed navigation of project website.
  - Discussed survey questions and variations of questions for continuity.
- VI. Future Agenda Topics  
Approve minutes from March 12, 2018 meeting.  
Status of Participation to date (surveys, input boards, etc)
- VII. Adjournment  
Meeting adjourned at 8:22PM with a motion made by Diana Moore and seconded by Brian Funderburk.

  
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E.C. Umberger, Chairperson

  
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Maria Martinez, Assigned City Staff

4/25/18  
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Date Approved