

## **Draft Public Input Plan**

### **Town of Gallatin**

#### **For Discussion Purposes**

At the 2-3-20 Kick Off meeting, the committee discussed the options for public input. The following sequence of efforts was determined to be acceptable:

1. **Schedule Joint Town/Village elected/appointed/staff workshop** to explore SWOT (Strengths, Weaknesses, Opportunity, Threats) with elected and appointed officials and staff– Date to be decided (Possibly end of March).
  - a. When/where
  - b. How to invite
  - c. Meeting format
2. **General Public Meeting** – Date to be decided (Possibly mid-April)
  - a. When/where – evening/weekend?
  - b. How to invite
  - c. Meeting format (discussed focus on general SWOT, update of Vision/Goals from old Plan, Special Places mapping exercise)
3. **Online Survey** (to be developed using results from Joint Meeting and General Public Meeting to inform questions and specific information needed) (Develop starting February, finish May so survey is ready end of May to June)
  - a. Consultant to draft questions/committee to review and fine tune
  - b. Include questions from Committee on Town Community Center in Survey so we have one survey
  - c. Online with paper for those that need it
  - d. How to get the word out
    - i. Email list
    - ii. Town mailing list – send post card or letter of invitation
    - iii. Notice/link on website
    - iv. Press release and others?
    - v. Social Media – who/how?
4. **Second General Public Meeting** (possibly July?)
  - a. Go over all public input results including survey
  - b. Present full strengths, weaknesses, opportunities, threats (SWOT) analysis based on public input and re-look at demographic trends, etc.
  - c. Discuss updated vision/goals and develop consensus on that.