

DOWNTOWN STRATEGIC INITIATIVE
Doin' Business Committee
Meeting Two - Agenda - August 20, 2008
Oklahoma City Community Foundation, 2-3:30pm

- 1) Review Agenda and Benchmarks - Michael S. Laird, Chair of Doin' Business (5 min)
- 2) Subcommittee Brainstorming Session - (30 min)

The following is meant to be a guide. Your subcommittee may choose to structure your discussion differently (e.g. you may decide to prioritize a manageable number of recommendations from the status check spreadsheets and then focus your attention on developing new initiatives).

- a) **Finish Status Check** (refer to recommendations on spreadsheets)
 - i) Is the status check accurate? Has more (or less) been accomplished?
 - ii) Is the recommendation still appropriate / worthwhile?
 - iii) How would your subcommittee prioritize this recommendation?
 - (1) Is progress possible in the next 1-5 years?
 - (2) Does this recommendation apply to the whole of downtown or only to certain areas/districts?
 - (a) Are there opportunities for phasing (i.e. begin implementation in one sector of downtown and gradually expand outward?)
 - iv) What can be done to initiate / continue / complete implementation?
 - (1) Does your subcommittee need additional information (peer study research, data, etc.) to determine the best path for implementation?
 - (2) What stepwise tasks are required for implementation?
 - (3) What is a realistic timeline for implementation?
 - (a) Chart tasks on timeline with benchmarks of progress
 - (4) What entities should be responsible for implementation?
 - (a) Are there opportunities for public / private partnerships?
 - (5) Identify resources for implementation (if known)
- b) **Begin/Continue Brainstorming Next Steps**
 - i) What initiatives will build upon progress that we have already made?
 - ii) What opportunities exist for entirely new initiatives?
 - iii) What additional research, data, etc. does your subcommittee need to develop the initiatives and associated tasks?
 - iv) Consider similar questions as listed above, regarding prioritization, phasing, implementation tasks, timelines, and responsibility.

- 3) Subcommittee Reports - (15-25 min)

**** Please submit the minutes of your subcommittee meeting and any additional research needs to Autumn at the end of the meeting or via email: Autumn.Radle@okc.gov**

- 4) Group Discussion - (15 min)

- 5) Wrap Up and Adjourn - Michael S. Laird (5 min)

- a) Next Meeting: September 17th 2-3:30pm

- b) Goal for the end of meeting three (Sept.) - List of top 5-10 initiatives**

- i) Autumn will distribute subcommittee lists to the full committee via email for discussion during meeting four (Oct.)**