Squamish 2012 Parks and Recreation Master Plan: Schedule - *Revised May 23, 2012*

	Feb 2012				Mar 2012				Apr 2012					May 2012				Jun 2012				Jul 2012					Aug 2012				Sep 2012				Oct 2012					Nov 2012				
Work Phase/Task	6	13	20	27	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	Milestones
Phase 1: Project Start Up and Parks and Facilities Tour																																												
Start up Meeting																																												Project Start Up
Steering Committee Meeting 1																																												
Parks and Facilities Tour																																												
Weekly project status teleconferences																																												
Meeting minutes																																												
Phase 2: Public and Stakeholder Consultation (1st Round)																																												
Council Introduction & Workshop																																												Council Workshop
Stakeholder Interviews								SI																																				
Public Open House #1								PC																																				Public Trends Workshop
Public Telephone Survey					PC	PC																																						
Prepare online consultation materials																																												
Collate Stakeholder Interview Input																																												
Collate workshop feedback																																												
Weekly project status teleconferences																																												
Meeting Minutes																																												
Phase 3: Background Information Review and Analysis																																												
R&A of demographics and pop. trends																																												
R&A of Parks and Recreation trends																																												
R&A of Trail and Greenway Strategy																																												
R&A of sports facility inventory																																												
Review of Park Classification System																																												
R&A of parkland/cemetery land to pop. ratio																																												
Analysis of community needs for parks, infrastructure, facilities and programs																																												
Review Smoke Bluffs Park: access & role																																												
Assess joint use agreements and opportunities																																												
Review Park acquisition, development, and management																																												
Review opportunities for recreation facility & program update/development																																												
Review population levels required to support existing and future facilities																																												
Review current and future recreational programming deficiencies																																												
Review strengths, issues, gaps, opportunties, financial strategy																																												
Review funding opportunities and strategies																																												
Summary of Phase 3 Findings																																												Phase 3 Summary
Weekly project status teleconferences																																												
Meeting Minutes																																												
Phase 4: Public Consultation and Parks and Recreation Master Plan (Draft 1)																																												
Phase 4A																																												
Prepare for Public Open House #2																																												
Deliver Public Open House																		PC																										Public/Stakeholder Open House #2
Collate Public Open House Feedback																						pc																						
Phase 4B																																												
Prepare Parks and Recreation Master Plan (Draft 1)																																												Parks and Recreation Master Plan (Draft 1)
Steering Committee Teleconference																																												
Weekly project status teleconferences																																												
Meeting Minutes																																												
Phase 5: Public and Stakeholder Consultation (3rd Round)																																												
Prepare for Public Open House #2																																												
Deliver Public Open House																																PC												Public/Stakeholder Open House #3
Collate Public Open House Feedback																																												
Weekly project status teleconferences																																												
Meeting Minutes																																												
Phase 6: Parks and Recreation Master Plan (Draft 2)																																												
Revise Parks and Recreation Master Plan (Draft 2)																																												Parks & Recreation Master Plan (Draft 2)
Steering Committee Review Meeting																																												
Biweekly project status teleconferences																																												
Meeting Minutes																																												
Phase 7: Public and Stakeholder Consultation (4th Round)																																												
Prepare for Public Open House #3																																												
Deliver Public Open House																																					PC							Public/Stakeholder Open House #4
Collate Public Open House Feedback																																												
Weekly project status teleconferences																																												
Meeting Minutes																																												
Phase 8: Parks and Recreation Master Plan (Final Draft)																																												
Prepare Parks & Recreation Master Plan (Final Draft)																																												Parks & Recreation Master Plan Final Draft
Weekly project status teleconferences																																												Staff Presentation
Meeting Minutes																																												Steering Committee Presentation
Phase 9: Presentation of Parks and Recreation Master Plan (Final Draft) to Staff, Steering Committee and Council																																												
Prepare Master Plan Presentation																																												
Steering Committee Meeting and Presentation																																												Steering Committee Presentation
Deliver Presentation to Council																																												Council Presentation-Final Plan
Weekly project status teleconferences																																												
Project Close-out teleconference																																												Project Closeout
Meeting Minutes																																												