PROPOSED WORK PROGRAM OUTLINE

Eisenhower West Small Area Plan
February 11, 2014, Draft for Steering Committee Review
*Months in parentheses are tentative for planning purposes

Preliminary Staff Work (October 2013 – April 2014)
- Develop scope and engage consultants
- Develop and formalize MOU with Landowner Group
- Steering Committee resolution adopted by City Council and members appointed by City Manager

Phase 1: Information (February 2014 – November 2014)
- Transportation Study conducted with T&ES
- Steering Committee Meeting #1 (February 19, 2014)
  - Introductions, ground rules, orientation
  - Role and mission of the Steering Committee
  - Review general planning and transportation planning summary scopes
  - Discuss plan boundary
  - Review draft online poll
  - Review work program outline
- Online Engagement #1: Online poll for issues, goals, and boundary identification
- Steering Committee Meeting #2 (March 24, 2014)
  - Review online poll results
  - Review and discuss community engagement process
  - Introduce consultants
  - Prepare for first community meeting
- Community Meeting #1 (May 19, 2014)
  - Review community engagement process
  - Review issues identified in online poll
  - Review plan boundary options
  - Review AND select plan boundary
- Online Engagement #2 (Optional)
- Steering Committee Meeting #3 (June 9, 2014)
  - Review and select plan boundary
  - Review feedback from optional online engagement (if conducted)
  - Prepare for second community meeting
- Community Meeting #2 (HOLD: June 16, 2014 at Samuel Tucker)
  - Review existing conditions
  - Conduct visioning

Deliverables
- Issue identification
- Existing conditions report
- Community engagement plan
- Plan boundary
- Draft vision and goals
Phase 2: Options (September 2014 – February 2015)
- Steering Committee Meeting #4 (September 2014)
  o Review consultant findings and research
  o Discuss third community meeting walking tour route
  o Discuss workshop topics and structure for third community meeting
- Community Meeting #3 (Late September 2014)
  o Conduct walking tour of plan area
  o Workshop on conceptual options from visioning
- Online Engagement #3
  o Post workshop results
  o Post conceptual options for feedback
- Steering Committee Meeting #5 (October 2014)
  o Review workshop results and online feedback
  o Prepare for fourth community meeting
- Community Meeting #4 (November 2014)
  o Workshop to refine and select draft options from previous workshop
- Steering Committee Meeting #6 (Late November 2014)
  o Review and discuss drafts for upcoming work sessions
- Planning Commission work session (December 2014)
- City Council work session (December 2014)
- Steering Committee Meeting #7 (January 2015)
  o Review and incorporate feedback from work sessions
  o Discuss online engagement techniques and tools to use
  o Discuss details of next online engagement
- Online Engagement #4
  o Post selected options for draft Framework
- Deliverables:
  o *Interim report outlining draft Framework options*
  o *Transportation, market, infrastructure, and environmental analysis summaries*

Phase 3: Recommendations (February 2015 – June 2015)
- Community Meeting #5 (February 2015)
  o Review and refine draft Framework elements
- Steering Committee Meeting #8 (March 2015)
  o Review and discuss comments to incorporate into draft Framework
  o Prepare for public hearings
- Post draft plan and report outlining community input in final recommendation
- Planning Commission public hearing (June/July/TBD 2015)
- City Council public hearing (June/September/TBD 2015)
- Steering Committee Meeting #9-optional
  o Wrap up and conclude planning process
- Deliverables:
  o *Draft plan*
  o *Approved plan*

Phase 4: Implementation and Maintenance (July/September/TBD 2015 – Ongoing)
- Draft a schedule of project activities to implement plan
- Draft regular progress reports
- Deliverables:
  o *Project activities schedule*
  o *Progress reports*