

# 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)
  - Review consultant findings and research
  - Discuss third community meeting walking tour route
  - Discuss workshop topics and structure for third community meeting
- Community Meeting #3 (Late September 2014)
  - Conduct walking tour of plan area
  - Workshop on conceptual options from visioning
- Online Engagement #3
  - Post workshop results
  - Post conceptual options for feedback
- Steering Committee Meeting #5 (October 2014)
  - Review workshop results and online feedback
  - Prepare for fourth community meeting
- Community Meeting #4 (November 2014)
  - Workshop to refine and select draft options from previous workshop
- Steering Committee Meeting #6 (Late November 2014)
  - 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)
  - Review and incorporate feedback from work sessions
  - Discuss online engagement techniques and tools to use
  - Discuss details of next online engagement
- Online Engagement #4
  - Post selected options for draft Framework
- **Deliverables:**
  - *Interim report outlining draft Framework options*
  - *Transportation, market, infrastructure, and environmental analysis summaries*

## Phase 3: Recommendations (February 2015 – June 2015)

- Community Meeting #5 (February 2015)
  - Review and refine draft Framework elements
- Steering Committee Meeting #8 (March 2015)
  - Review and discuss comments to incorporate into draft Framework
  - 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
  - Wrap up and conclude planning process
- **Deliverables:**
  - *Draft plan*
  - *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:**
  - *Project activities schedule*
  - *Progress reports*