

Master Plan Sub-Committee *Draft* Timeline

April 2009

April 2009

Set monthly meeting date and time
Review & Firm up Committee membership
Determine reporting processes of Sub-Committee and Workgroups
Review draft timeline, amend, finalize for presentation to Land Use Committee

May 2009

Review other neighborhood Master Plans
Invite a neighborhood panel in to this meeting
Begin discussions on project scope, area, boundaries

June 2009

Continue discussions on project scope, area, boundaries
Develop outreach/organizing approach; focus groups, roundtables
Finalize decisions on project scope, area, boundaries

July 2009

Discuss whether to take off this month due to vacation schedules

August 2009

Review sample Consultant Request for Proposal - Beth Elliot at meeting
Discuss and develop a draft Request for Proposal
Determine selection criteria for a Consultant (this will be in the RFP)
Implement organizing approach

September 2009

Finalize Consultant Request for Proposal
Identify mailing list membership to post the RFP
Secure Land Use and CLPC Board approval of RFP
Secure City approval/Planning Dept. of RFP
Develop interview format and questions

October 2009

Post Request for Proposal
Finalize interview format and questions
Review applications
Select applicants to be interviewed
Schedule interviews

November 2009

Select consultant
Develop contract with NRP
CLPC Board approval

December 2009 - Map out monthly meetings with consultant to include the areas, scope, integration of existing plans and new areas not planned with Consultant for next 6 mths.

January 2010

Master Plan sub-committee w/Consultant meets with Michael Rainville on the Convention Center, its future development prospects

February 2010

Master Plan sub-committee w/Consultant – MCTC/Harmon Area focus

March 2010

Master Plan sub-committee w/Consultant – Harmon Historic Area focus

April 2010

Master Plan sub-committee w/Consultant–HN/Lyndale focus

May 2010

Master Plan sub-committee w/Consultant – Freeway Edge, traffic calming, Transportation focus

June 2010

Development of plan components/Index