



Legend:

Board of Supervisor Meetings:	If BOS does not take action at each of the above BOS Workshops will result in schedule and possibly budget implications If needed, the Consultant Team is budgeted to participate in two additional BOS Meetings. If exercised each meeting will add 1.5 months to this project schedule.
📅 February 10th, 2015 Meeting	Project Kickoff - Inform the Board of the Goals of the update, Scope, Schedule and Key Assumptions and Decision Points necessary for schedule adherence.
📅 May 2015 Meeting	BOS to confirm Fee Benefit Zone geography, Deficiency Analysis, Alternative Funding, Land Use Categories, Summary of Outreach Input.
📅 September 2015 Meeting	BOS to confirm TIM Fee CIP list and costs.
📅 December 2015 Meeting	Present the Preliminary Fee Structure; Receive direction from BOS for desired TIM Fee adjustments; Present TIM Fee CIP and full list of candidate Non-TIM Fee projects and proposed criteria; Receive Environmental Screening Report for TIM Fee CIP
📅 February 2016 Meeting	Present Adjustments to the Preliminary Fee Structure; Present Full CIP List (Short - Medium - Long-term); Receive Update on Draft EIR
📅 April 2016 Meeting	Draft Final Fee Program Workshop: Request approval of TIM project list, CIP project list, staff recommended CIP prioritization, revised final Fee Schedule
📅 June 2016 Meeting	FY 2016/17 CIP Workshop: Request tentative approval of draft CIP book for August Adoption
📅 August 2016 Meeting	Final Adoption of: TIM Fee program, Nexus study, CIP book, General Plan amendments, 1st reading of TIM Fee Ordinance and Frontage Improvement Ordinance, Adoption of TIM Fee resolution, certification of EIR and receive and file Draft TIM Admin Manual
📅 September 2016 Meeting	2nd Reading of Ordinances
📅 Final 2016 Meeting (Date TBD)	Adoption of TIM Fee Administrative Manual
📅 June Planning Commission Meeting	CIP/TIM Fee Workshop: Receive briefing on consistency of CIP with General Plan and proposed General Plan Amendments to Circulation Element (EDC staff only)
📅 July Planning Commission Meeting	CIP/TIM Fee Program: Find Consistency of CIP Program with General Plan, Recommend Approval of: GPA to BOS, TIM Fee Ordinance/Frontage Improvement Ordinance, TIM resolution and EIR
📅 EDCTC Meeting	June EDCTC Meeting: Receive briefing on Draft Final Fee and CIP Update
📅 Public Workshops - Reflects 2 Workshop Locations	May Workshops will be tailored to receiving input on the TIM Fee and CIP update process. September Workshops will be to present the preliminary fee. December Workshops will be to present the draft final fee.
📅 Focus Group Workshops - Reflects 5 Groups	March Workshops will be tailored to receiving input on the TIM Fee and CIP update process. September Workshops will be to present the preliminary fee.
📅 Rehearsal Session with Team	Perform dry-run of material to be presented at focus group, public and BOS workshops
♦ Draft Deliverable(s)	Draft Technical Memorandums & Website Postings (Task 3.9)
◆ Final Deliverable(s)	