

Mount Vernon Comprehensive Planning Process

Projected Time Line Evolution

August 18th - Steering Committee Meeting.

Each subcommittee will present a status report of their activities.

The sub-committees should be gaining a baseline understanding of the operational status of the city in their specific areas of investigation. This baseline understanding should form the catalyst to initiate a dispositional dialogue regarding their feelings of the City's present operational status within the defined area of the sub-committee. The dialogue and investigation should begin to move the sub-committees toward the identification of targets for change and improvement. During September and October it is suggested that the committees begin the identification and investigation of some tentative strategic initiatives for the city.

DMi will complete the comprehensive review of the City's operations in the areas being investigated by each of the sub-committees. They will provide the baseline data to each of the sub-committees in the form of a "Fact Book" document.

DMi will continue to support each sub-committee with all their data acquisition needs.

DMi will continue to meet with each of the sub-committees and to document the sub-committee's progress in investigating their specific area of the Comprehensive Plan.

DMi will provide the Mayor and the Steering Committee Chair with written monthly updates regarding the progression of the City's Comprehensive Plan

October 30th - Steering Committee Meeting.

Each subcommittee will present a status report of their activities.

The sub-committees will be asked to prepare a presentation including a listing of tentative strategic initiatives that have been reviewed and investigated by the sub-committee's membership. Movement toward a prioritization of the Strategic Initiatives should begin at this point. At the December Steering Committee Meeting ... sub-committees will be asked to provide a prioritized listing and description of initiatives that have been investigated. The listings will be ^{cross refe}renced with each of the sub-committees to identify areas of replication, conflict and possible synergistic leveraging.

DMi will present a report to the Steering Committee regarding their work with the sub-committees and a summary report regarding their perception of the status of the progress of the Comprehensive Plan.

DMi will continue to meet with each of the sub-committees and to document the sub-committee's progress in investigating their specific area of the Comprehensive Plan.

DMi will continue to support each sub-committee with all their data acquisition needs.

DMi will review the status reports of each sub-committee and examine the lists of strategic initiatives being reviewed. An analysis of the work of each sub-committee will be conducted by DMi. They will screen the sub-committee reports for the purpose of determining the relationship of the initiatives being reviewed and discussed from one sub-committee to another. The purpose of the analysis is to assure the systemic connection of the work of the sub-committees. DMi will provide a report of their analysis to the Mayor and Chair of the Steering Committee at their November 7th meeting.

December 11th - Steering Committee Meeting.

Subcommittees should be prepared to provide a list of prioritized initiatives that have been ⁿinvestigated by their sub-committee's membership. The prioritized initiatives should be supported with a brief description of the specific nature of the initiative and how it relates to the sub-committee's area of investigation. The subcommittees should begin to narrow down the listing of strategic initiatives that will form the foundation for their final report. A draft of the subcommittee's report will be presented at the January Steering Committee meeting.

DMi will present a report to the Steering Committee regarding their work with the sub-committees and a summary report regarding their perception of the status of the progress of the Comprehensive Plan.

DMi will begin the development of the format for the draft versions of the City's Comprehensive Plan document.

DMi will continue to support each sub-committee with all their data acquisition needs.

DMi will provide the Mayor and the Chair of the Steering Committee with a report outlining the procedures to be followed in bringing the report data from each sub-committee together for the purpose of compiling the draft plan document.

DMi will continue to meet with each of the sub-committees and to document the sub-committee's progress in investigating their specific area of the Comprehensive Plan.

February - Steering Committee Meeting.

The sub-committees will present their draft report summarizing their work. The draft should include information regarding their engaged activities, the strategic initiatives that were investigated, and a summation that will include their findings followed with a formal recommendation of the Strategic Initiatives that should be considered and pursued. The information received from each sub-committee will be used to formulate a draft report to the City Council for review. The sub-committees should be prepared to present their final report at the February 3rd Steering Committee meeting.

DMi will present a report to the Steering Committee regarding their work with the sub-committees and a summary report regarding their perception of the status of the progress of the Comprehensive Plan.

DMi will continue to meet with each of the sub-committees and to document the sub-committee's progress in investigating their specific area of the Comprehensive Plan.

DMi will provide the Mayor and the Chair of the Steering Committee with a draft version of the Comprehensive Plan.

March/April - Steering Committee Meeting.

The sub-committees will present their final report summarizing their work. The final report should include information regarding their engaged activities, the strategic initiatives that were investigated, and a summation that will include their findings followed with a formal recommendation of the Strategic Initiatives that should be considered and pursued. Sub-committee chairpersons will be asked to assist with compiling all sub-committee reports into the draft Comprehensive Plan that will be presented to the City for review .for the City.

DMi will compile all the reports including all final additions or modification into the preliminary presentation copy of the City's Comprehensive Plan. DMi will provide a status report to the Mayor and Chair of the Steering Committee regarding the progress in the development of the final draft of the "Plan." The presentation copy will be presented by DMi at the Steering Committee's February 3rd meeting.

DMi will review information received from the report review sessions and use this information to prepare the Comprehensive Plan for presentation to the City Council for review at its February meeting.

May - Comprehensive Plan Adoption.

The sub-committees will be asked to be present at the City Council Meeting for the purpose of presenting the City's Comprehensive Plan for adoption.

DMi will prepare the City Comprehensive Plan for presentation at the March meeting of the City Council for adoption. DMi will assist in the presentation to the Council.