

West Branch Cooperative Planning Project Updated Project Work Plan

October 4, 2005

Phase One - Initiating the Project	<i>Estimated Expenditures</i>	<i>Time Frame</i>
Objective 1. Engage the GAP Committee and Initiate the Project	\$1,500.00	September
Task 1. Convene first meeting with the GAP Committee		
a. Review Partnerships for Change Proposal		
b. Discuss issues and concerns related to project success		
c. Discuss initial components of project work plan and timeline		
d. Develop first contacts list, including active citizens, business interests, etc.		
Task 2. Follow-up from first GAP Committee meeting		
a. Provide notes of meeting		
b. Provide amended work plan and timeline		
Objective 2. Establish a General Work Plan and Appropriate Timeline		October
Task 1. Convene second meeting with GAP Committee		
a. Review issues and concerns related to project success		
b. Review amended work plan and timeline		
c. Provide summary of potential components in “Corridor Plans”		
d. Provide summary on non-point source pollution		
Task 2. Provide amended work plan and timeline		
Objective 3. Provide Public Notice and Encourage Public Participation		October
Task 1. Local governments mail public notice		
Task 2. Provide for additional publicity		
Provide press release to local media		

Phase Two - Situational Analysis and Data Acquisition

Estimated Expenditures

Time Frame

\$8,500.00

Objective 1. Aggregate Applicable Information from Multiple Sources

October

- Task 1. Gather and assemble relevant maps and resource data
- Task 2. Gather and review existing plans, education materials, promotional materials, and transportation plans
- Task 3. Gather input from local leaders, public officials, and citizens

Objective 2. Engage the GAP Committee in Data Acquisition and Visioning

November

- Task 1. Convene third meeting with GAP Committee
 - a. The GAP Committee provides additional relevant information and data information sources
 - b. Identify any gaps in the data
- Task 2. Plan and hold an interesting and engaging public meeting to solicit input from citizens
 - Establish preliminary I-75 business loop planning goals and objectives

Phase Three - Research and Data Analysis

Estimated Expenditures

Time Frame

\$17,500.00

Objective 1. Conduct Research and Analysis Using Information Gathered in Phase Two

November

- Task 1. Complete literature review and document relevant examples in other locations
- Task 2. Analyze aggregated data gathered in Phase Two
 - Develop summary of preliminary I-75 business loop planning goals and objectives
- Task 3. Provide education workshops on relevant topics
- Task 4. Develop I-75 Business Loop profile (or “Fact Book”)
 - Develop I-75 Business Loop “tool box” of possible action steps
- Task 5. Develop a summary report of key findings, opportunities, and recommended next steps

- Objective 2. Provide Public Notice of Key Findings and Recommended Next Steps
 - Task 1. Convene fourth meeting with GAP Committee
 - Provide summary of Fact Book, key finding, opportunities, and recommended next steps
 - Task 2. Plan and hold public meeting
 - Provide summary of Fact Book, key finding, opportunities, and recommended next steps

December -
January, 2006

Phase Four - Plan Development

Estimated Expenditures
\$16,500.00

Time Frame

- Objective 1. Generate List of Opportunities for Cooperative Action and Set Priorities
 - Task 1. Convene fifth meeting with GAP Committee
 - a. Establish overall corridor planning goals and objectives
 - b. Develop action steps (short term & long term) and preliminary timeline for implementation of I-75 Business Loop Plan
 - Task 2. Plan and hold public meeting to present and solidify overall planning goals and objectives
 - Task 3. Develop cost estimates for the implementation of each phase of the plan
 - Task 4. Develop recommended measures for assessing the effectiveness of each phase of the plan
 - Task 5. Develop full draft I-75 Business Loop Plan
- Objective 2. Provide Draft I-75 Business Loop Plan to the GAP Committee and Three Units of Government and Attorneys for Review and Comment

February -
March

April

Phase Five - Plan Adoption	<i>Estimated Expenditures</i>	<i>Time Frame</i>
	\$6,000.00	
Objective 1. Obtain General Consensus on Draft Plan		May
Task 1. Plan and hold public meeting and solicit comment		
Task 2. Summarize comments from the GAP Committee, units of government, and public		
Objective 2. Complete a Final Plan for Public Review		June
Task 1. Redraft I-75 Business Loop Plan based on collected comments		
Task 2. GAP Committee reviews and verifies the final plan		
Task 3. Plan and hold public meeting and present final plan		
Objective 3. Obtain Approval of Planning Commission and Legislative Bodies		August
Objective 4. Build General Public Support for Action		
Task 1. Develop and prepare support, promotion and education materials		August
	<i>Total Estimated Expenditures</i>	
	<hr style="width: 100%; border: 0.5px solid black; margin-bottom: 5px;"/> \$50,000.00	