Timelines for Measure J Commission application review

12/13/12 from Special MJC meeting

Thursday	**January 17, 2013**	**Regularly Scheduled Commission meeting**
Thursday	January 31, 2013	Deadline for public and City applications. City staff to assemble/collate applications for distribution to the Commission.
Thursday	February 7, 2013	Collated City applications (without cost estimates) provided to Commissioners for review, evaluation and ranking by Feb. 28 (i.e. 3 weeks).
Thursday	**February 21, 2013**	**Regularly Scheduled Commission meeting**
	February 28, 2013	Deadline for Commissioners to return ranked evaluation forms back to City Hall.
	February 28–March 6	City staff to collate evaluation forms from all commissioners and organize by rank.
Thursday	March 7	City staff to provide Commission ranked results.
Thursday	**March 21, 2013**	**Regularly Scheduled Commission meeting** Commission decides which public projects to cost out. Turn over to staff to do the costing in a 3 week time period, due back by April 4th. Event or promotion ideas requiring costing to go back to the applicant to provide within the same 3 week time period.
Thursday	April 4, 2013	City staff to provide project costing results back to Commission for both public and city projects.
Thursday	**April 18, 2013**	**Regularly Scheduled Commission meeting** Commission reviews total package, including rankings and costs for public and city projects.
Thursday	**May 16, 2013**	**Regularly Scheduled Commission meeting** Commission determines final idea/projects for submission to City Council (this step could be completed at the April 18 meeting if Commission feels comfortable that sufficient discussion has taken place).
Wednesday	June 5, 2013	Commission project recommendations in City Council agenda packet.

Timeline
12/13/2012

New additions: Timelines for Measure J Commission application review
01/17/2013 Suggestions from Applications and Metrics ad hoc committee

Thursday	**January 17, 2013**	**Regularly Scheduled Commission meeting**
Thursday	January 31, 2013	Deadline for public and City applications. City staff to assemble/collate applications for distribution to the Commission. *Early involvement of David Barakian for estimates/ costing so commission has better idea of potential project funding.*
Thursday	February 7, 2013	Collated City applications (with or without cost estimates) provided to Commissioners for review, evaluation and ranking due Feb. *27* **(i.e. 3 weeks)**.
Thursday	**February 21, 2013**	**Regularly Scheduled Commission meeting**
	*February *27*, 2013	Deadline for Commissioners to return ranked evaluation forms back to City Hall.
	*February 28–March *5*	*City staff to print off all commissioner evaluation forms for Applications and Metrics ad hoc committee.*
	*March *6 – March 11*	*Applications and Metrics ad hoc committee organize and collate evaluation forms from all commissioners and prepare summary report for full Commission.*
**Thursday*	*March 14, 2013*	*Save the date for a special meeting of the Full Measure J Oversight Commission —if required.*
Thursday	**March 21, 2013**	**Regularly Scheduled Commission meeting** *Applications and Metrics ad hoc committee present report of their study of the completed and evaluated applications.* Commission decides which public projects to cost out. Turn over to staff to do the costing in a 3 week time period, due back by April 4th. Event or promotion ideas requiring costing to go back to the applicant to provide within the same 3 week time period.
Thursday	April 4, 2013	City staff to provide project costing results back to Commission for both public and city projects.
Thursday	**April 18, 2013**	**Regularly Scheduled Commission meeting** Commission reviews total package, including rankings and costs for public and city projects.
Thursday	**May 16, 2013**	**Regularly Scheduled Commission meeting** Commission determines final idea/projects for submission to City Council (this step could be completed at the April 18 meeting if Commission feels comfortable that sufficient discussion has taken place).
Wednesday	June 5, 2013	Commission project recommendations in City Council agenda packet.

Draft WorkingTimeline
1/17/2013

Timelines for Measure J Commission application review (for Web Site)

Thursday	**January 17, 2013**	**Regularly Scheduled Commission meeting**
Thursday	January 31, 2013	Deadline for public and City applications.
Thursday	February 7, 2013	Applications provided to Measure J Commissioners for review, evaluation and ranking.
Thursday	**February 21, 2013**	**Regularly Scheduled Commission meeting**
	*February *27*, 2013	Deadline for Commissioners to return ranked evaluation forms back to City Hall. This date may change depending on how many applications are received,
**Thursday*	*March 14, 2013*	*Save the date for a special meeting of the Full Measure J Oversight Commission —if required.*
Thursday	**March 21, 2013**	**Regularly Scheduled Commission meeting** Review and discuss evaluated and ranked applications.
Thursday	April 4, 2013	City staff to provide project costing results back to Commission for both public and city projects.
Thursday	**April 18, 2013**	**Regularly Scheduled Commission meeting** Commission reviews total package, including rankings and costs for public and city projects.
Thursday	**May 16, 2013**	**Regularly Scheduled Commission meeting** Commission determines final idea/projects for submission to City Council
Wednesday	June 5, 2013	Commission project recommendations in City Council agenda packet.

Public Timeline
Draft
1/17/2013