



Cedar Mill Creek Flood Remediation Collaborative  
WORK PLAN / SCHEDULE

	DATE / TIME PERIOD	MEETING / ACTIVITY	OBJECTIVE	DECISION (DELIVERABLE)
<b>PROJECT START-UP/ ORIENTATION</b>	<b>July - Oct 2017</b>			
<b>Goals:</b> <b>1. Organize and Define Project Structure and Participants</b> <b>2. Orientation of Project Team and TAC</b> <b>3. Work Plan Development and Approval</b>	7/31/17	Steering Committee Meeting #1	Organizing meeting. Project overview. PT agenda review.	PT agenda approval. (PT agenda)
	7/31/17	Project Team Meeting #1	Project awareness, orientation, set groundrules, identify project participants, begin issue identification	Agreement on basic project tenets. (Meeting notes)
	9/5/17	Steering Committee Meeting #2	Review project work plan. Update on PT membership. Discuss public involvement approach. Review and approve proposed Core TAC membership.	Work plan and Core TAC membership approval.
	10/3/17	TAC Meeting(s)	Organizing meeting of Core TAC. Project orientation. Work plan review. Prepare orientation framework and presentations for PT meeting #2.	Agreement on orientation topics, presentation framework, and assignments. (PT Orientation presentation)
	10/6/17	Steering Committee Meeting #3	PT agenda review and associated issues as needed.	PT agenda approval. (PT agenda)
	10/10/17	Project Team Meeting #2	TAC Team orientation presentation. Review and approve work plan and public involvement approach.	Agreement on work plan and public involvement process.

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<b>PART 1: SHARED UNDERSTANDING</b>	<b>Mid Oct - Late Nov 2017</b>			
<b>Goal: Reach a shared understanding of the flooding and ecosystem issues to be addressed.</b>	Mid Oct - Mid Nov	Public Engagement Activities (TBD)	Inform community re project and context. Gather input from community (residents, businesses) on flooding and ecosystem issues to be addressed.	(Written summary of community input for TAC/Project Team)
	Mid Oct - Mid Nov	TAC Meeting(s)	Establish existing physical conditions, development and urban infrastructure, existing hydraulics and stream corridor, regulatory baseline. Develop foundational shared understanding for PT consideration incorporating community input.	Agreement on shared understanding elements and framework to present to Project Team for consideration and discussion. (White paper framing issues to be addressed and recommending foundational understanding.)
	Mid Nov	Steering Committee Meeting #4	Review of TAC Team recommendation(s). PT agenda review and associated issues as needed.	PT agenda approval. (PT agenda)
	Mid-Late Nov	Project Team Meeting #3	TAC Team presentation and recommendation on flooding and ecosystem issues to be addressed. Include feedback from community engagement.	Agreement on a shared understanding of the flooding and ecosystem issues to be addressed. (Statement of Understanding)

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<b>PART 2: CURRENT IMPROVEMENTS: OPPORTUNITY IDENTIFICATION</b>	<b>Mid Nov 2017 - Mid Jan 2018</b>			
<b>Goal: Identify improvements that could be implemented with currently planned public infrastructure projects such as Jenkins Road improvements, Butner Road culvert, and Cedar Mill sanitary trunk upgrade.</b>	Mid Nov - Mid Early Jan	TAC Meeting(s)	Identification and review of improvements to planned public infrastructure projects. Analysis of benefits to proposed relief in neighborhoods. Includes evaluation of green infrastructure and other innovative flood remediation improvements. CWS hydromodification requirements in Design and Construction Standards.	Agreement on recommended improvements for implementation as part of planned infrastructure projects. (White paper with inventory of planned infrastructure projects and recommended opportunities for improvements to enhance flood remediation.)
	Early Jan	Steering Committee Meeting #5	Review of TAC Team recommendation(s). PT agenda review and associated issues as needed.	PT agenda approval. (PT agenda)
	Mid-Jan	Project Team Meeting #4	TAC Team presentation and recommendation on planned infrastructure project improvements to enhance flood remediation. Presentation to include green infrastructure and innovative approaches. Review and agreement on TAC Team recommendations.	Agreement on recommended improvements for implementation as part of planned infrastructure projects. (Written summary of recommended opportunities for improvements to planned infrastructure projects to enhance flood remediation.)

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<b>PART 3: COLLABORATIVE AND REGULATORY APPROACHES</b>	<b>Early Early - Mid March 2018</b>			
	Early December - Mid March	TAC Meeting(s)	Review and evaluation of regulatory and collaborative approaches to further reduce flooding risk and increase mitigation. Evaluation to include stream corridor enhancements, asset management, "no-fault" infrastructure improvements, high flow bypasses, and regulatory streamlining. Establish recommended priorities, sequencing and streamlining of approaches.	Agreement on recommended regulatory and collaborative approaches to enhance flood remediation. (White paper with inventory of collaborative flood remediation opportunities and resources. Include regulatory overview and streamlining opportunities. Recommend priorities and sequencing for collaborative approaches as well as opportunities for regulatory streamlining.)
	Mid Feb - Early March	Public Engagement Activities (TBD)	Brief community on project progress and choices. Seek community input on approaches, particularly any that have individual property or financial impacts.	(Written summary of community input for TAC/Project Team)
	Early March	Steering Committee Meeting #6	Review of TAC Team recommendation(s). PT agenda review and associated issues as needed.	PT agenda approval. (PT agenda)
	Mid March	Project Team Meeting #5	TAC Team presentation and recommendation on collaborative flood remediation approaches and regulatory streamlining. Presentation to include review of options, resources, priorities and sequencing. Review and agreement on TAC Team recommendations.	Agreement on a recommended set of collaborative approaches to additional flood remediation approaches, and proposed regulatory streamlining opportunities. (Written summary of recommendations.)

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<b>PART 4: POTENTIAL FUNDING AND GOVERNANCE</b>	<b>Mid Feb - Early June 2018</b>			
<b>Goal: Identify potential funding and governance approaches for long range collective impacts that meet multiple objectives for multiple stakeholders.</b>	Mid Feb - Early June	TAC Meeting(s)	Review and evaluation of funding and governance options for implementing the Project Team's recommended planned project improvements, collaborative approaches, and regulatory streamlining. Determine preferred options for funding and multi-stakeholder governance.	Agreement on recommended options for funding and multi-stakeholder governance. (White paper summarizing governance and funding options and recommending a funding and governance structure to support the preferred alternatives.)
	Late May	Steering Committee Meeting #7	Review of TAC Team recommendation(s). PT agenda review and associated issues as needed.	PT agenda approval. (PT agenda)
	Early June	Project Team Meeting #6	TAC Team presentation and recommendation on governance and funding options. Presentation to include review of options with pros and cons. Review and agreement on TAC Team recommendations.	Agreement on a recommended approaches to governance and funding. (Written summary of recommendations.)
<b>DECLARATION OF COOPERATION DEVELOPMENT &amp; SIGNING</b>	<b>June, 2018</b>			
<b>Goal: Signed Declaration of Cooperation outlining the agreed upon flood remediation approach and partner roles.</b>	Early - Late June	Steering Committee Meeting(s)	Review and approval of Declaration of Cooperation drafts	(Declaration of Cooperation)
	Late June	Signing Celebration Event	Celebration event with Project Team, TAC members, and other interested parties.	