

- Progress to Date:
  - March 29<sup>th</sup>: Comprehensive Plan Kickoff Meeting
    - Councilmembers, board members, commissioners, volunteer group leaders, and city staff members were introduced to the project and consultant team
  - March 29<sup>th</sup>, 2022: Meeting with staff
    - Consultant team presented and discussed RFI (Request for Information) with an explanation that the information requested is essential for the consultant team to proceed with the next phase of the project
  - April 23<sup>rd</sup> & 24<sup>th</sup>: Comprehensive Plan Public Engagement during Founders Day event
    - Preparation: Consultant team & staff created marketing materials, interactive maps, and the initial community survey
    - During event: Consultant team & staff engaged with members of the public at the City's Founders Day booth
  - Initial Community Survey
    - Launched for Founders Day and promoted at pursuant city events
    - Number survey responses: 442
  - May 10<sup>th</sup>: P&Z & CPAC Presentation
    - Consultant team presented the Comprehensive Plan framework and introduced several engagement tasks to CPAC members
    - Persona Spreadsheet presented and discussed, with the request that everyone in attendance add names to the spreadsheet
- Present:
  - Staff is currently compiling RFI documentation
  - CPAC committee members and city staff are completing the persona spreadsheet to determine focus group and interview contacts. Once complete, City Staff (with input from the consultant team) will identify individuals for interviews, focus groups, and stakeholder meetings.
- Future:
  - Public engagement interviews to be conducted early July
  - July 14<sup>th</sup> & 15<sup>th</sup>: Two-day Stakeholder meetings & city tour with consultant team and City Staff
  - Per the City's request, DTJ Design prepared an Add Service agreement for three additional public meetings