

Measure M 2019 Strategic Plan Update Development Schedule	
2/1/18	Distribute approved prior programming sheet to project sponsors
2/5-2/23/18	Meet with sponsors to discuss status of unspent prior programming
3/1/18	Call for new programming
3/30/18	Due date for sponsors to submit Fact and Funds sheets to SCTA
4/2-4/20/18	Review Fact and Fund sheets
4/23-4/24/18	Develop preliminary spreadsheets showing requested programming
4/24/18	Spreadsheet ready for TAC agenda
4/26/18	Deliver preliminary spreadsheets to TAC
4/30-5/18/18	Schedule meetings with all sponsors to review project delivery plan, scope and schedule of all Measure M projects
4/30-5/18/18	Review projects not advancing, develop proposal for going forward
5/21/18	Finalize Cash Flow Report for programs
5/22/18	Revise spreadsheets
5/24/18	Take revised programming to TAC for approval
6/25/18	Take revised programming to CAC for approval
7/9/18	Proposed Programming to the SCTA Board
8/15/18	Draft Info Sheets, Approach, Policies, Appendices, tables done
8/23/18	Draft Info Sheets, Approach, Policies, Appendices and tables to TAC
9/4/18	Collect and consolidate comments on Drafts
9/21/18	Finalize text, tables and appendices to graphic artist
9/24/18	Deliver text tables and appendices to graphic artist
10/25/18	Admin Draft to TAC
10/29/18	Admin Draft to CAC
10/31/18	Review and consolidate comments of admin draft
11/1/18	Final edits on admin draft to Graphic artist
11/5/18	Present Draft Plan to SCTA board, request comments and direction
11/6/18	Provide final comments and edits to Graphic Artist
11/13/18?	Deliver electronic copies of Plan for Reproduction
11/19/18	Pick up hard copies of Plan from Printer
11/30/18	Mail out hard copies; email electronic copies of final to Board
12/10/18	Request approval of Final Strategic Plan from SCTA Board (only if nec.)
Dec 2018/Jan 2019	Distribute Copies of SP to Advisory Committees