

## 2013 Measure U Fall Award Timeline

*Fall Cycle Funds are those generated from July 1, 2013 – December (date of Award), including any fund balances.*

August 13	Committee reviews 2013 Measure U fall award process timeline and goals and priorities of funding.
Sept. 10	Committee reviews and approves 2013 Measure U fall award process timeline, and funding priorities. Committee reviews application form, applicant information, and evaluation material and receives recommendations from Measure U Event Task Force.
Oct. 2	Town Council workshop at 5:00 p.m. with Recreation Commission to jointly discuss annual Measure R and Measure U funding principles and priorities.
Oct. 15	Committee reviews and approves application form, applicant information, and evaluation material. Staff also presents Town funding applications and maintenance items for Committee review.
Nov. 6	Town Council reviews and approves 2013 Measure U fall award process timeline, funding priorities, application form, applicant information, and evaluation material, Town funding applications and maintenance items.
Nov. 11	Open 2013 Measure U fall Application period
Nov. 11 – <u>Dec. 2</u>	Applicants required to meet with Staff <sup>1</sup>
<u>Dec. 2</u>	Close 2013 Measure U fall Application period at 5:00 p.m.
<u>Dec. 3</u>	<u>Special Meeting with Recreation Commission to review applications.</u>
Dec. 5	Staff collates 2013 Measure U fall Applications and posts applications to website and distributes Agenda Packet to Committee.
Dec. 10	Committee reviews 2013 fall Measure U Applications and schedules order of applicant presentations.
Dec. 17	1 <sup>st</sup> Special Meeting: 2013 Measure U fall Applicant presentations.
January 7	Tentative date for 2 <sup>nd</sup> Special Meeting – Applicant presentations (if necessary)
January 8	Staff prepares and distributes Staff Report for Committee.
January 14	Committee makes 2013 Measure U fall funding recommendations.
January 27	Staff compiles Project Filter & Checklists, Committee recommendations, and completes Agenda Bill for Town Council Meeting on February 5, 2014.
February 5	5:00 p.m. - Special Workshop with Town Council to review 2013 Measure U fall funding recommendations
February 5	Town Council Reviews & Approves 2013 Measure U fall funding recommendations during regular meeting

<sup>1</sup> Staff consists of representatives from Recreation, Public Works, Community Development Departments including any other applicable staff, Application Committee or personnel. Staff would perform technical procedures along with an informative review of the application.