

**CIVIC FACILITIES PROJECT
COMMUNITY ENGAGEMENT PLAN (Six-Month Process)**

COMMUNITY ENGAGEMENT PLAN	SIX-MONTH PUBLIC OUTREACH PLAN	ADVISORY COMMITTEE MEETING PLAN
Creation of Project Website & Social Media Materials	Month 1	Meeting 1 - Possible Topic: Introductions and Project Options (Month 1)
Develop Project Messaging: Fact Sheet, Online Survey, and Comment Cards	Month 1	Meeting 2 - Possible Topic: Project Financing Conversation (Month 3)
Host Community Meetings: 3 in-person (Months 2,3,4); 1 virtual (Month 3); 2 Open House (Months 4 & 6)	Months 2 - 6	Meeting 3 - Possible Topic: Community Feedback Debrief - Prepare for City Council Meeting recommendations (Month 5)
Boards and Commission Presentations (Planning, Parks, and Public Works)	Month 5	Meeting 4 - If needed to finalize recommendations to City Council
Pop-up City Events (10 events plus) *Farmer's Market (Fridays- 2x/monthly), Surfers Walk of Fame (April -2x)	Months 2 - 6	
Facilitate discussions with non-profit organizations and local businesses to gain support	Months 2 - 6	