

**INFRASTRUCTURE TASK FORCE
MEETING SCHEDULE & PRESENTATION TOPICS
DRAFT PROPOSED**

#	Date	Scope
1	2/27/23	Kick off and Introductions
2	3/27/23	Detail on City Budget and Finance
3	4/24/23	Detail on Capital Project Development
4	5/22/23	Engineering Infrastructure Needs, CAP and MAP Overview
5	6/26/23	Other Infrastructure Needs: Fire, Parks, Coastal Program
6	7/10/23	Other Infrastructure Needs: Public Works, IT, Drainage Discussion of Enterprise Funds: Utilities Overview
7	7/24/23	Quantification of Infrastructure Needs & Introduction of Ranking Criteria
8	8/07/23	Review Master Project List and Q&A Matrix
9	8/28/23	Funding Opportunities & Potential New Revenue Amount
10	9/18/23	Review and Discussion of Ranking Criteria (Rubric)
11	10/16/23	Review and Discussion of Ranking Criteria (Rubric) & Funding Options
12	10/23/23	ITF Funding Recommendations & Polling Introduction
13	11/15/23	Special Joint ITF-City Council Meeting (Wed. at 3:00 pm)
14	11/27/23	Update Rubric and Project List with Council Feedback
		ITF to Rank Projects
15	12/18/23	Review/Finalize Project Rankings (1 meeting or 2?) 3-hr meeting
16	1/8/24	Final Project Ranking, Review Draft Purpose Statement and Outline
		KH to Draft ITF Report
17	1/22/24	Review of Polling Results, ITF Project Ranking (Carry over)
18	2/5/24	Review of Draft ITF Report and Staffing
19	2/20/24	Update/Finalize ITF Report & Prep for City Council Presentation
20	2/28/24	Presentation of Final ITF Report to City Council (Wed.) (6 pm)
21	3/25/24	

Revised 01.22.24

The Infrastructure Task Force typically meets on the fourth Monday of each month from 5:00 to 7:00 p.m. in the Poinsettia Room at Encinitas City Hall. Dates are subject to change and additional meetings may be added or canceled, as needed. All meetings are publicly noticed, here: [Agendas & Webcasts | City of Encinitas \(govaccess.org\)](https://www.cityofencinitas.gov/agendas-and-webcasts)