

DRAFT SCHEDULE OF TASKS, DEADLINES & GOVERNING BOARD DECISIONS: JANUARY 2014 THROUGH NOVEMBER 2014 1-22-14

NOTES: 1. EXCLUDES CAMPAIGN ACTIVITIES 2. INCLUDES TASKS FOR GOVERNING BOARD MEMBERS (GB), STAFF (S) AND SAVE THE BAY (STB)

TOPIC	MONTH										
	JANUARY (GB mtg. Jan. 29)	FEBRUARY (GB mtg. Feb. 26)	MARCH (GB mtg. Mar. 19)	APRIL (No GB meeting)	MAY (GB mtg. May 28)	JUNE (GB mtg. TBD)	JULY (GB mtg. July 23)	AUGUST (No GB meeting)	SEPTEMBER (GB mtg. Sept. 24)	OCTOBER (No GB mtg.)	NOVEMBER (GB mtg. Nov. 19)
FUNDRAISING (for county ballot charges, polling, ballot advisors, filing fees)	(GB, S, STB) Refine fundraising strategy, ID roles/expectations, determine dates & amts. of cash needed.	(GB) Implement fundraising strategy & report progress.	(GB) Implement fundraising strategy & report progress; review est. of cash needed for ballot charges and filing fees, revise strategy as needed. March 14: Must have \$?? for ballot advisors & \$?? for polling.	(GB) Implement fundraising strategy & report progress.	(GB) Implement fundraising strategy & report progress. June 11: Must have \$?? for ballot costs and filing fees.	(GB) Implement fundraising strategy & report progress.					
POLLING	(STB) With another external party, conduct poll.	(STB) Report to GB and Advisory Committee on findings of poll. (GB) Determine implications for viability of Nov. 2014 ballot measure.	(GB) Provide direction for May RA tracking poll. (GB) Authorize disbursement of funds for tracking poll.	(GB Polling Cmte., S, STB) Select & hire pollster, refine tracking poll.	(S) Manage polling by pollster and analyze findings by May 21 . (GB Polling Cmte., S, STB) With pollster, report to GB on poll. (GB) Determine implications for viability of Nov. 2014 ballot measure.						
REVENUE MEASURE	(GB, S, STB) Continue to solicit feedback on expenditure plan. (S, STB) Refine supporting materials--powerpoint, maps, lists of sample projects, etc. (GB) Schedule June GB meeting to enable timely adoption of resolution and related matters. (S) Take steps to select ballot advisors. (GB) Approve selection of ballot advisors. (S) Schedule Advisory Comte. for April workshop.	(GB, S, STB) Continue to solicit feedback on expenditure plan. (S, STB) Refine supporting materials--powerpoint, maps, lists of sample projects, etc. (S) Refine est. of cost of ballot advisors. (S) Schedule April meeting of Advisory Cmte. regarding ballot language and expenditure plan.	(GB, S, STB) ID remaining issues regarding terms of ballot language and expenditure plan. (GB) Authorize disbursement of funds for ballot advisors. (GB) Appoint GB cmte. on revenue measure? (S) Hire ballot advisors.	(S) Obtain advice from ballot advisors. (GB Revenue Measure Cmte., S, STB) Conduct Advisory Cmte. discussion of remaining issues regarding terms of ballot language and expenditure plan. (GB Revenue Measure Cmte., S, STB) Summarize conclusions from Advisory Cmte; assemble all info needed to decide whether to place measure on Nov. 2014 ballot; formulate semi-final ballot language and expenditure plan.	(GB, S, STB) Review May polling and all other info needed to decide whether to place measure on Nov. 2014 ballot. (GB) Formulate semi-final ballot language and expenditure plan; take straw vote. (GB) If feasible, adopt ballot measure resolution; if not, schedule special meeting for adoption by June 11 , the deadline for adopting a resolution in time to fit Santa Clara County's schedule.	(S, STB) Transmit resolution and filing fees to counties and coordinate w/each county bd. of sups. to pass consolidation resolution, etc.	(GB Revenue Measure Cmte., S, STB) Draft supporting arguments. (GB) Approve supporting arguments. (STB) File supporting arguments.	(STB) Ensure that county boards of supervisors pass consolidation resolutions. August 8 is deadline for counties to adopt consolidation resolutions. August 18 is last day to submit arguments for and against			

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BALLOT ACCESS	(STB) Continue work with registrars to ID ballot cost estimates, ID any need for advance payments, clarify outstanding questions not addressed in SB 279 and report to GB.	(STB) Continue work with registrars to ID ballot cost estimates, ID any need for advance payments, clarify outstanding questions not addressed in SB 279. Obtain cost estimates and payment deadlines and report to GB.	(STB) Reesolve any outstanding ballot access issues not addressed in SB 279 and report to GB.		(GB) Authorize disbursement of filing fees and, if needed, advance payments to counties.						
OUTREACH, EDUCATION & COMMUNICATION	(GB, STB) Refine and execute outreach plan for Jan. thru June to reach wider audience. (S) Set date & locale for April Joint Venture wetland tour; make invitations. (S, STB) Provide GB with suggested talking points for responding to inquiries.	(GB, S, STB) With Advisory Cmte., execute outreach plan to reach wider audience.	(GB, S, STB) With Advisory Cmte., execute outreach plan to reach wider audience. (S) Set date & locale for June Joint Venture wetland tour; make invitations. [External education program begins.]	(GB, S, STB) With Advisory Cmte., execute outreach plan to reach wider audience. (GB, S, STB) Joint Venture to conduct wetland tour. [External education program continues.]	(S, STB) Update external communications materials. (GB, S, STB) With Advisory Cmte., execute outreach plan to reach wider audience. (S) Set date & locale for August Joint Venture wetland tour; make invitations. [External education program continues.]	(GB, S, STB) With Advisory Cmte., execute outreach plan to reach wider audience. (S, STB) Schedule early September Advisory Cmte. mtg. re: outreach and education. (GB, S, STB) Joint Venture to conduct wetland tour. [External education program concludes.]	(S) Set date & locale for October Joint Venture wetland tour; make invitations.	(GB, S, STB) Joint Venture to conduct wetland tour.	(S, STB) Meet with Advisory Cmte. re: outreach and education	(GB, S, STB) Joint Venture to conduct wetland tour.	
ADMINISTRATION	(S) Present possible terms of JPA for discussion by GB, ABAG Executive Board, & State Coastal Conservancy Board, and obtain direction from each. Possible authorization for ABAG staff to negotiate and execute. (GB) Approve financial report for posting to website (GB) Make additional appts. to Advisory Cmte.	(GB) Further discussion of JPA terms, as needed. (S) Resolve any issues among JPA parties. (S) Treasurer reports to GB on proposal for setting up RA account. (GB) Direct Treasurer to establish an account by March 12 and receive funds for the Restoration Authority. (GB) Make additional appts. to Advisory Cmte.	(GB) Approve JPA terms and authorize execution. (S) Seek Coastal Conservancy Board approval of terms and authorization to execute. Seek ABAG staff approval of terms. (S) Treasurer establishes account for RA funds by March 12 . (GB) Make additional appts. to Advisory Cmte., as needed.	(S) All parties execute JPA and assume responsibilities.	(GB) Make additional appts. to Advisory Cmte., as needed.		(GB) Make additional appts. to Advisory Cmte., as needed.		(GB, S, STB) Begin discussion of post-election activities under passage and no-passage scenarios. (S) Report on predicted schedule and amounts of receipts to be distributed by counties to RA, including provisions for delinquent payments. (GB) Make additional appts. to Advisory Cmte., as needed.		(S, STB) Refine draft work program for remainder of FY 14/15. (GB) Approve work program for remainder of FY 14/15. (GB) Adopt meeting schedule for CY 2015. (GB) Make additional appts. to Advisory Cmte., as needed.