A. January 2014 – Review District Planning Documents
Review district prepared demographics, participation rate projections, program surveys and Strategic Master Plan.

B. January - February 2014 – Review Existing Campus Facilities Master Plan(s)
Review existing Campus Facilities Master Plan(s) and prepare an analysis of work that has been completed, work still to be done that is consistent with the Strategic Master Plan, and work that is no longer consistent with the Strategic Master Plan.

C. January 8th 2014 – Core Group
Introductions, Role & Responsibilities
What is the intended outcome of the Master Plan?
Bond Status
Discuss Existing Facilities Assessment
Discuss Strategic Master Plan and other related documents
Critical Success Factors Exercise
Review Master Plan Process
  o  Planning Group Input
  o  Authority
  o  Additional Input
  o  Assign Group Members
  o  Planning Groups Agendas
  o  Set Ground Rules
Schedule & Critical Milestones

D. January 28th 2014 – Planning Group
Review Proposed Group Structure(s) Process and Updated Schedule/Tasks
  o  Core Group
  o  Planning Group
  o  Program Definition for Campuses
  o  Adjacencies / Layout
  o  Growth Projections
  o  Public/Private Groups (Community Outreach)
Review Master Plan Process/Schedule
Review Current Design Status
Discuss Vision, Goals and Objectives of the Master Plan for each campus
  o  Critical Success Factors
  o  Future Facilities
  o  Potential Partnerships
Review Parameters
  o  Timeline and Planning Interval; Demographic Projections

E. February 12th – 14th 2014 – Program Interviews
Infrastructure Analysis
Data Collection

F. February 2014 – Site Tours
Infrastructure Analysis
Data Collection
G. February 2014 – Core Group *(Feb 26th, 27th and 28th are available dates)*
Summarize Input from Planning Group
Coordinate District-wide Goals and Objectives
Finalize Direction for Next Meeting
Prepare for Public Workshop

H. Early March 2014 – Community Forum
(LIONAKIS, District/College Staff)
**Attendees:** Board Members, Core Group, Planning Group, Community Members, Business Partners, Adjacent Property Owners
Facilitated Session
Presentation Portion
Review Process – Where are we now?
Discuss Vision, Goals and Objectives of the Master Plan - Have we identified the goals of the greater community?
Parameters:
  - Main Building Facts and Findings
  - Infrastructure Findings to date – Utilities, Circulation/Traffic, Biology
Review Initial Master Plan Concepts/Framework Plans by Design Team
  - Buildings/Infrastructure
  - Circulation
Sustainability - What is it and how can we implement it?
Site Planning
Building Planning – Proposed Buildings

I. Late March 2014 – College Forum
(LIONAKIS, District/College Staff)
**Attendees:** Board Members, Core Group, Planning Group, Departmental Faculty and Staff, Students
Facilitated Session
Presentation Portion
Review Process – Where are we now?
Discuss Vision, Goals and Objectives of the Master Plan - Have we identified the goals of the greater community?
Parameters:
  - Main Building Facts and Findings
  - Infrastructure Findings to date – Utilities, Circulation/Traffic, Biology
Review Initial Master Plan Concepts/Framework Plans by Design Team
  - Buildings/Infrastructure
  - Circulation
Sustainability - What is it and how can we implement it?
Site Planning
Building Planning – Proposed Buildings

J. March 2014 – Planning Group
Review Public Workshop Findings
Review Updated Draft Master Plan Progress
  - Buildings/Infrastructure
  - Circulation
  - Infrastructure
  - Preliminary Sustainability Design Strategy
Review Updated Master Plan Process/Schedule
Discuss Future Tasks; Receive Input on Future Work
Prepare Update for Board Presentation

K. April 2014 – Core Group
Review Revised Plans
Finalize Direction for Next Meeting
Prepare for Public Workshop
L. May - July 2014 – Prepare Master Plan Documents

Flow Diagram
Develop a flow diagram showing public transportation, traffic flow of students and staff, service vehicles and pedestrians that include recommendations for improvements and modifications.

Draft Program Document
Prepare a draft program document that includes all assignable square footage and required adjacencies for each educational program space for the Salinas, Alisal and King City Campuses.

Diagrammatic Space Adjacency Plan
Prepare a diagrammatic space adjacency plan showing all assignable spaces on the Salinas, Alisal and King City Campuses.

Gross Square Footage for Outreach Sites
Prepare an approximate gross square footage, indicated by phase, parking requirements by phase and projected site size to service the projected needs of the King City site.

Proposed Implementation Plan for Master Development
Prepare a proposed schedule for Master Development for each of the sites that will serve as a basis for cost modeling and district five year planning.

Sustainable Design Strategy
Develop strategies for the development of sites and buildings that will direct the designer in the direction of sustainability that the College is heading.

M. August 2014 – Community/College Forum
Attendees: Board Members, Core Group, Planning Group, Departmental Faculty and Staff, Students, Community Members, Business Partners, Adjacent Property Owners
Facilitated Session
Presentation Portion
Review Process – Where are we now?
Discuss Vision, Goals and Objectives of the Master Plan - Have we identified the goals of the greater community?
Parameters:
  - Main Building Facts and Findings
  - Infrastructure Findings to date – Utilities, Circulation/Traffic, Biology
Review Initial Master Plan Concepts/Framework Plans by Design Team
  - Buildings/Infrastructure
  - Circulation
Sustainability - What is it and how can we implement it?
Site Planning
Building Planning – Proposed Buildings; Main Building Replacement and Design

N. June 2014 – Planning Group
Review Public Workshop Findings
Review Updated Draft Master Plan
  - Buildings/Infrastructure
  - Circulation
  - Preliminary Sustainability Design Guidelines
Review Updated Master Plan Process/Schedule
Discuss Future Tasks; Receive Input on Future Work

O. September 2014 – Core Group Meeting (if Necessary)
Review Final Master Plan Revisions
P. September 2014 - Milestone Delivery
90% Complete Master Plan delivered to District for Board approval.

Q. October 2014 - Milestone Delivery Date
100% Complete Master Plan delivered for review and approval.