



Megan Hunter
Chief Planning Officer

Dayne Walling
Mayor

M E M O R A N D U M

To: Master Plan Steering Committee
From: Kevin Schronce, Associate Planner
Date: December 3, 2013

Subject: Imagine Flint

Key Next Steps & Deadlines:

January 2014: Develop Imagine Flint executive summary
Finalize Imagine Flint printing and binding – seeking funding
Create comprehensive implementation framework
Begin internal realignment of resources

February 2014: Develop a short-term implementation action plan
Present sub-area plans
Develop infrastructure improvement strategies
Analyze existing zoning code
Develop new zoning recommendations
Begin fiscal issues assessment
Begin function and activities assessment

Draft Implementation Framework:

We are seeking your guidance as to how the City can best structure and organize the implementation apparatus of *Imagine Flint*.

Our initial proposal is to retain the Steering Committee for implementation oversight, direction, and continued community engagement. The committee could meet monthly until anticipated project completion in June 2014, and then switch to meeting quarterly thereafter. Each meeting should continue its existing public forum component; however, we may want to replace inactive members with individuals able to participate more frequently. The Steering Committee will continue to report to the Planning Commission. (A revised Memorandum of Understanding would be executed)

We recommend disbanding the six advisory groups. These groups were extremely valuable in brainstorming, providing policy recommendations, and generating public input to the Steering Committee. However, we feel that what is needed now are small, extremely dedicated groups of

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residents and community stakeholders that can bring tangible resources such as staff, networks, grant writing expertise, or funding to the table to help coordinate and implement the strategies developed by the public. Existing advisory group members should be encouraged to continue their work as an informal army of volunteers.

To that end, we suggest developing seven Implementation Task-Force (sub-committee) groups – one for each *Imagine Flint* policy chapter (exempting Land Use). Task forces would be comprised of 5-10 residents or community stakeholders from City Hall, community groups, non-profits, the private sector, or similar backgrounds. The aim is to closely integrate these groups into City Hall operations. Every Steering Committee member should join at least one task force, and relevant department heads at City Hall would be asked to participate to ensure effective communication and organization of City resources. Each task force will report to the Steering Committee and will meet either monthly or semi-monthly with Planning Staff coordinating the groups.

Moving forward, the City must continue the plan's momentum by keeping the public involved and engaged. In addition to our routine channels of community outreach, we will also hold community events throughout 2014 regarding Zoning Code, the Capital Improvements Plans, and Imagine Flint implementation.

We look forward to hearing your feedback on this proposal and working with you to develop a framework that is best for all Flint residents.