

Short Term Solid Waste Task Force Timeline: Oct 2021 – March 2022

October	November	December
<p>14th: SWTF Meeting #1</p> <ul style="list-style-type: none"> – Background Info – Introductions – HW Assignment (SWOT) <p>28th: SWTF Meeting #2</p> <ul style="list-style-type: none"> – Elect Chair & Vice Chair – Approve Bylaws – Communications Update – SWOT Analysis – Identify Action Items/Short-term 	<p>8th: City Council Update Meeting</p> <ul style="list-style-type: none"> – Provide Update to City Council – Seek Council Feedback <p>18th: SWTF Meeting #3</p> <ul style="list-style-type: none"> – Share Council Feedback – Prioritize (Top 5) Short-term Action Items – Define Projects Goals & Timelines – Prepare for Council Meeting Update 	<p>13th: City Council Meeting</p> <ul style="list-style-type: none"> – Update to City Council (Projects) – Request Work plan Approval (Timelines) – Seek Council Feedback <p>16th: SWTF Meeting #4</p> <ul style="list-style-type: none"> – Short-term Projects (1st Report) – Overview of Procurement Process – Procurement RFP/ process overview – Discuss RFP Technical Specifications – Discuss other logistical considerations

January	February	March
<p>6th: SWTF Meeting #5</p> <ul style="list-style-type: none"> – Short-term Projects (2nd report) – RFP process update – Discuss evaluation criteria <p>18th: Special City Council Meeting</p> <ul style="list-style-type: none"> – Prepared Agenda Items (if ready) – Update on Short-term Projects – First look at Long-term needs – Seek Council Feedback 	<p>3rd: SWTF Meeting #6</p> <ul style="list-style-type: none"> – Share Council Feedback – Finalize/extend short-term projects – Prioritize long-term action items <p>10th: City Council Update (Memo)</p> <ul style="list-style-type: none"> – Provide Update to City Council – Seek Council Feedback 	<p>3rd: SWTF Meeting #7</p> <ul style="list-style-type: none"> – Finalize Short-term projects – Draft work plan for long-term projects <p>28th: City Council Meeting</p> <ul style="list-style-type: none"> – Provide Updates to City Council – Request long-term projects approval

