

## Public Engagement Guidelines – TIRZ 13/Old Sixth Ward Redevelopment Authority

- Minimum of 1 public meeting (in addition to board meetings) per year for update and input
- Board Books/Agendas posted on website no later than 72 hours prior to meeting – preferably 120 hours – remain on website for 2 years
- Minutes posted within 7 days of approval by board
- All guidelines and procedures posted on Website
- All Audits posted to website within 7 days after acceptance by board – to remain on website for 5 years
- Up to date Potential project list posted on Website
- Current CIP/Budget posted on Website (separately – it is also included in Board Book)
- Input to Potential Project List to be requested via website after the December (timing could change based on board scheduling) board meeting
- Input to Draft CIP to be requested via website after the February (timing could change based on board scheduling) board meeting
- Public Meeting to explain projects and take public input during the Pre-Engineering/Initial Design phase of any construction project expected to cost more than \$200,000
- Once per month construction update on website during any construction project
- A Frequently Asked Questions Document shall be prepared by the Communications Committee and presented to the Board for input and approval. This document shall be reviewed and updated at least twice per year, posted on the website and provided to the Board members.
- A basic Power Point for Presentations to the public shall be prepared by the Communications Committee and presented to the Board for input and approval. This document shall be reviewed and updated at least twice per year.

OLD SIXTH WARD REDEVELOPMENT AUTHORITY/ TAX  
INCREMENT REDEVELOPMENT ZONE NO. 13

Name: Paul Meisel  
Title: Chairman  
Date: 6/17/2020