Roadway Agreement Committee Support Staff Process
60 Working Days @ Approximately 3 months

10 Working Days

Applicant Submittal*
Database entry begins

Pre meeting Scheduled for all Agreements to Discuss Terms (Project Expenditure Report Forms Executed and Returned)

Schedule Meeting Agenda

Committee Activities
- Committee Agenda Schedule
- Finalize Minutes
- Distribute Final Review to Voting Members of Committee
- Distribute Final Review Comments to Developers
- Prepare BCC Agenda

10 Working Days

Project Expenditure Reports Forms on File
RAC Sufficiency Review Completed
Distribute Application and Background Information to Committee Members

Prepare Agenda Package for Distribution

Committee Meeting

10 Working Days

If Agreement is Voted Approved

If Agreement is Not Approved by Committee and More Changes are Needed

Final Review Process

Prepare and Submit BCC Agenda Items including Project Expenditure Report Forms

25 Working Days

Senior Staff Pre-BCC
(For items needing Senior Staff review)

BCC Meeting

5 Working Days

Distribute BCC Approvals to Applicant

Update RAC Database