

Planning Team Contact List

WHO	This exercise is for the practitioner and planning team to complete in the Getting Started step.
WHAT	Full team directory and designates who on the full planning team makes up the core team.
INSTRUCTIONS	<ol style="list-style-type: none"> 1. After assembling a team, gather all contact information for every team member. 2. Make sure to identify which team members will serve on the core planning team. 3. Add any additional relevant notes (if the person has a particular interest or expertise in a subject, any experience, etc.)

Local Government Staff and Departments to Consider for the Team:

Planning (Comprehensive planning, CIP coordination)	Transportation
Budgeting & Finance	Community & Economic Development
Emergency Management, Police & Fire	Floodplain Management
Engineering	IT/GIS
Stormwater	Communications
Housing/Housing Authority	Business & Neighborhood Services
Parks & Recreation	Sustainability
Public Works	Water Resources

Core Team? (Y/N)	Name	Email	Phone	Occupation/Title	Notes