PLAN MONITORING AND EVALUATION PROCEDURES

1. Citizen Participation

The comprehensive plan must be evaluated at least every five years, with an Evaluation and Appraisal Report being prepared, adopted, and submitted to the State. The exception to this requirement is the Capital Improvements Element, which must be reviewed and updated on an annual basis.

The five-year evaluation will be a detailed analysis of plan effectiveness, which will be prepared by the Local Planning Agency (LPA), and recommended for adoption by the City and County Commissions. A wide range of citizen involvement techniques will be an integral part of this process, and will involve meetings, workshops, and public hearings by elected and appointed officials. This process will be consistent with the citizen involvement procedures that were utilized by the city and the County in the original preparation of the plan.

2. Updating Baseline Data

Maintenance of baseline data sufficient to measure accomplishments of plan objectives will be the responsibility of the Local Planning Agency, with support of City and County departments and other applicable agencies.

3. Plan Accomplishments

Consistent with the Intergovernmental Coordination Element, a "target issues" process will be utilized to track dates and actions as shown in the plan. Actions having dates for accomplishments will be monitored on a monthly basis; others will be monitored semi-annually.

At least six months prior to the submittal of the required Five-year Evaluation and Appraisal Report, the City and County shall make available to the citizenry, consistent with adopted citizen involvement procedures, plan monitoring information which shall sufficiently inform them of the success or failure in meeting plan goals and objectives.

4. Evaluation and Appraisal Report

Based on technical evaluation, interim monitoring reports and citizen comments, the LPA shall prepare an Evaluation and Appraisal Report and submit it to the city and County commissions. That report will include, but need not be limited to:

a. A description of the accomplishments in the first five-year period of the plan, describing the degree to which the goals, objectives and policies have been reached.

b. Obstacles or problems, which resulted in underachievement of goals, objectives and policies.

c. New or modified goals, objectives or policies needed to correct discovered problems.

d. Other issues as may be appropriate, or as required by statute.

5. Capital Improvements Monitoring

In addition to the five-year monitoring procedures described above, monitoring of the Capital Improvements Element shall be accomplished annually in accordance with implementation procedures established in that element.