

Monthly Hot Sheet: JANUARY 2020

Project Name	East Boulder Subcommunity Plan	Est. Completion	12/31/2020 - extended tbd		
Project Dept.	Planning, Comprehensive Planning	Gut Check	Good	Caution	Bad
Project Mgr.	Kathleen King	Summary	Overall on on track; adjusting for merge with STAMP project; Working Group check-in		

Key Updates

	*	Other	Working Group
<i>Activities completed this month</i>	<ul style="list-style-type: none"> * Worked with CDR Associates in hosting five more focus group sessions, including a spanish language event, and added a few extra sessions * Developed agendas for January, February, March, and April meetings * Kathleen had a baby boy on January 9, 2020 and officially started maternity leave (returning in April) * Aligned scope and schedule of East Boulder Subcommunity Plan and the 55th & Arapahoe Station Area Master Plan "STAMP" to maximize funding, clarify process * Finalized RFP for the combined projects (above) and published on BidNet on January 15 * Developed the Working Group meeting agenda * Hosted January 22 Working Group Meeting at OSMP 	<ul style="list-style-type: none"> * Consultant CDR hosted five focus group sessions in January 	<ul style="list-style-type: none"> * There was not a working group meeting in December
<i>Activities planned for next month</i>	<ul style="list-style-type: none"> * Develop and share February working group meeting materials mid-month * Continue to work with CDR Associates to host a few more focus group sessions in February * Interview RFP candidates 	<ul style="list-style-type: none"> * Consultant CDR plans to host 2 focus group sessions in February 	<ul style="list-style-type: none"> * Expect Feb. materials mid-Feb. * Next meeting Feb. 26 @ 2:30 to 4:30 p.m.
<i>Next public eng. window</i>	Focus Groups: January - February 2020		

Project Basics

Scope	* Shifted project scope to include 55th & Arapahoe STAMP project with EBSC project
Resources	* Jim Robertson, Jean Gatza, Sarah Huntley, and Jean Sanson will work as a team to manage project while Kathleen is on maternity leave

Milestones

Calendar	2019										2020											
	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Phase	1.0 Project Kick Off		2.0 Inventory & Analysis								3.0 Concept Development						4.0 Scenario Testing + Alternatives		5.0 Implementation Planning		6.0 Plan Adoption	



Legend	Completed
	In progress
	Not yet started