

Monthly Hot Sheet: MARCH 2020

Project Names	East Boulder Subcommunity Plan and 55th & Arapahoe Station Area Master Plan	Est. Completion	revisiting completion date		
Project Dept.	Planning, Comprehensive Planning	Status	Good	Caution	Bad
Project Mgrs.	Kathleen King and Jean Sanson	Summary	MIG consultant contract almost signed		
Key Updates					
	Staff	Other	Working Group		
<i>Activities completed this month</i>	<ul style="list-style-type: none"> * Impacted by COVID-19, staff began teleworking and postponed the March WG meeting since it could not be held in person. * Postponed filming Subcommunity Story at the Corner Boxing * RFP: Staff selected MIG as the preferred consultant to move forward with; worked on contract negotiations; and signed contract * RFP: Hosted MIG KickOff meeting (virtually) and refined contract scope * Kathleen continued maternity leave (returning in April), but stayed involved with the RFP contract negotiations process * Polled WG members for preferences, adjusted approach for online meetings in response to majority desire to continue the work over the next month or two until we can meet in person again * Updated Engagement Scrapbook 	<ul style="list-style-type: none"> * Consultant CDR submitted final Focus Group summary report 	<ul style="list-style-type: none"> * February's WG meeting focused on Arts & Culture * March's WG meeting rescheduled due to COVID-19 * WG members provided input on how to move forward with meetings, with the majority preference for virtual, instead of pausing 		
<i>Activities planned for next month</i>	<ul style="list-style-type: none"> * Redevelop upcoming WG meeting(s) from in-person to virtual format * CDR Focus Group Summary Report * RFP: consider sequence of deliverables and integration with WG * Work on 2020 Communications plan and integration with RFP * Adjust Council and Board meeting schedule * Prepare for Kathleen King's return from maternity leave in early April 	<ul style="list-style-type: none"> * Finalize MIG consultant contract 	<ul style="list-style-type: none"> * Next meeting tbd 		
<i>Next public engagement window</i>	<ul style="list-style-type: none"> * Outreach late summer * Council and Boards tbd 				
Project Basics					
Time	Adjust for COVID-19 schedule delays				
Resources	Jim Robertson, Jean Gatza, Sarah Huntley, and Jean Sanson will continue work as a team to manage project while Kathleen is on maternity leave. Krista Flynt was hired and started as Associate Planner in early March.				
Milestones					
<i>See timeline for East Boulder Subcommunity Plan, 55th & Arapahoe STAMP, and the Working Group</i>					

East Boulder Timeline 2020-2021

Date: March 10, 2020

