

Stakeholder Involvement Plan Appendix

Meeting Schedule and Logistics

Revision 29 – April 17, 2009

Italics indicate items that have changed since the previous version of the appendix.

MEETINGS				
Date & Time	Meeting	Location	Attending	Purpose
TBD	Left Bank Townhome HOA	TBD	TBD	Project update and discuss service road. Contact: Patricia Laverty 303.620.5659, patricialaverty@rmpbs.org
<i>April 18, 2009 Resched'd due to weather TBD</i>	<i>St. Bernadette Catholic Church</i>	<i>St. Bernadette Catholic Church, 12th Avenue and Upham Street</i>	<i>Tim, Lisa S.</i>	<i>Project update. Contact: John Stackhouse 303-237-3886</i>
<i>April 16, 2009</i>	<i>Eiber Neighborhood Organization Annual Meeting</i>	<i>St. Paul's Church, 10th Avenue and Garrison</i>	<i>Tim, Seyed</i>	<i>Project update.</i>
October 2, 2008, 7:00 p.m.	Mid Lakewood Civic Association	United Church of Christ, 100 Carr St.	Seyed, Tim, Mandy	Provide status update on project, including Preferred Alternative and proposed noise walls
Monday, July 21, 2008 7:00 p.m.	Lakewood City Council Study Session	Lakewood City Hall, Council Chambers	Seyed, Randy, Tim, Mandy	Provide status update on project, including Preferred Alternative design and recent public involvement activities
Wednesday, July 16, 2008 8:00 a.m.	Dry run of Lakewood City Council presentation	Lakewood City Manager's Office, Cabinet Room, South Civic Center building	Seyed, Randy, Tim, Mandy	for the purpose of those involved to critique and give input for changes to presentation so that it is ready for the Council Study Session
Wednesday, July 16, 2008 7:30 a.m.	West Colfax Community Association	Rocky Mountain College of Art and Design, Rotunda, 1600 Pierce St., Lakewood	Mandy, Tim, Seyed	Present information on preferred alternative and provide status update
Thursday, July 10, 2008 9:00 a.m.	Lakewood Development Assistance Team	City of Lakewood planning department	Tim, Seyed	Project overview and update, including proposed noise mitigation
Wednesday, July 2, 2008 7:30 a.m.	Alameda Gateway Community Association	The Learning Source 455 S. Pierce St. Lakewood	Seyed, Aaron, Colleen	Present information on alternative(s) being analyzed in EA.
Monday, June 30, 2008 11:00 a.m.	Lakewood Planning Staff	Jefferson County Association of Realtors, 950 Wadsworth Blvd., Conference Room	Mandy, Kirk	Discuss noise wall conditions along frontage road in northeast quadrant of interchange

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June 23 – July 8, 2008	Individual Property Owner Meetings	Jefferson County Association of Realtors, 950 Wadsworth Blvd., Conference Room	Project staff	Meet with property owners to discuss potential impacts to their properties.
Saturday, June 21, 2008 8:30 a.m.	Two Creeks Neighborhood Organization	Lakewood Country Club, 6800 W. 10th Ave., Lakewood	Aaron, Seyed	Present project update and revised frontage road design for northeast quadrant of interchange
TBD – May 2008	Southern Gables HOA meeting			Provide project status update. Contact: Kathleen Stapleton, chair, 303-985-2155.
Wednesday, June 4, 2008, 4:00 – 7:00 p.m.	Noise Assessment and Mitigation Public Open House	Lakewood Cultural Center, community room	Project staff	Discuss assessment of noise levels and present proposed noise mitigation
Wednesday, May 21, 2008, 5:00 – 7:00 p.m.	Make-Up Open House #3	Lakewood Cultural Center, community room	Project staff	Present alternatives and preliminary impact estimates; present recommendation on preferred alternative
Tuesday, April 29, 2008 7:00 p.m.	O'Kane Park Neighborhood Meeting	Gold Crown Foundation 200 S. Harlan St., Lakewood	Aaron, David, Colleen	Present alternatives and preliminary impact estimates; present recommendation on preferred alternative
Tuesday, April 29, 2008 4:00 – 8:00 p.m.	Open House #3	Lakewood Cultural Center, theater and community room	CDOT, FHWA, CH2M HILL staff	Present alternatives and preliminary impact estimates; present recommendation on preferred alternative
<i>Tuesday, April 22, 2008 6:00 p.m.</i>	Eiber Neighborhood Association Annual Meeting	Lakewood United Methodist Church, 1390 Brentwood St., Lakewood	Tim, Seyed, Kirk, Colleen, Mandy available	Annual meeting to discuss development in neighborhood resulting from West Corridor, TMU zoning, and 6/WW project. 6/WW team available to answer questions; no presentation.
Saturday, Apr. 19, 2008 8:30 a.m.	Two Creeks Neighborhood Association	Mountair Christian Church, 1390 Benton St., Lakewood	Tim, Seyed, Colleen?	Present design concepts recommended for further evaluation and provide status update
Wednesday, April 2, 2008 7:00 a.m.	West Alameda Kiwanis Club	Café del Sol 608 Garrison St. Lakewood	Tim, Mandy, CDOT TBD	Present design concepts recommended for further evaluation, provide status update, advertise open house

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Thursday, Mar. 13, 2008 7:00 p.m	Eiber Neighborhood Association	Lakewood United Methodist Church, 1390 Brentwood St., Lakewood	Aaron, Kirk	Present design concepts recommended for further evaluation and provide status update
Feb. or Mar. 2008 — TBD	Lakewood City Council Meeting	Lakewood City Hall, South Building, Cabinet Room (upstairs from main entrance to South Building), 480 S. Allison	TBD	Provide update on study status
Tuesday, Feb. 12, 2008 4:00 – 8:00pm (setup at 3pm)	Public meeting no. 2	Lakewood Cultural Center, Community Room, 470 S. Allison Pkwy., Lakewood	PLT, additional CDOT & FHWA staff	Review of screening of conceptual alternatives and gathering input on conceptual alternatives.
Monday Nov. 19, 2007 2:30 p.m.	West Metro Fire Rescue, David Abbink, Deputy Chief	Telephone interview	Colleen	Gather information about emergency response routes in the study area, and preferences regarding road and interchange design
Thursday Nov. 15, 2007 11:00 a.m.	West Metro Fire Rescue, Station 1, Chad Lease	Telephone interview	Colleen	Gather information about emergency response routes in the study area, and preferences regarding road and interchange design
Thursday Oct. 11, 2007 6:30 p.m.	Morse Park Neighborhood Organization Board of Directors	Clements Center, 1580 Yarrow St., Lakewood	Randy, Mandy	Introduce project, summarize scoping results, gather input, set project expectations. 15 min. presentation & Q&A; appx. 15 attendees
Thursday, October 4, 2007 3:30 p.m.	Molholm Elementary School, Ms. Joan Chavez	6000 W. 9 th Avenue, Lakewood	Carolyn, Colleen	Introduce project, discuss discrepancy between school and neighborhood demographics, investigate public outreach through school.
Tuesday, Sept. 25, 2007 8:00 p.m.	Mid Lakewood Civic Association	United Church of Christ (100 Carr Street, Lakewood) Contact: Darryl Saindon (303.232.1459)	Kirk, Mandy, Colleen	Introduce project, discuss current project status, set project expectations. 30-45 min. presentation and Q&A; appx. 50 attendees

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Date & Time	Meeting	Location	Attending	Purpose
Thursday, September 20, 2007 1:00 p.m.	Creighton Middle School, Ms. Patty DeLorenzo; Eiber Elementary School, Mr. Bing Peng	Creighton Middle School, 75 Independence Street, Lakewood	Carolyn, Colleen	Introduce project, discuss discrepancy between school and neighborhood demographics, investigate public outreach through school.
Monday, Sept. 17, 2007, 7:00 p.m.	City Council briefing	Lakewood City Hall, South Building, Cabinet Room (upstairs from main entrance to South Building), 480 S. Allison	Randy, Seyed, Tim, Mandy	Introduce project, gather input, set project expectations, debrief scoping comments.
Thursday, September 13, 2007 2:30 p.m.	Jefferson County Open School, Ms. Wendy Wheaton	7655 W. 10 th Avenue, Lakewood	Carolyn, Colleen	Provide an update on the study and leave Ms. Wheaton with a project information packet.
Thursday, September 13, 2007 1:30 p.m.	Jefferson High School, Mr. Jose Martinez	2305 Pierce Street, Edgewater	Carolyn, Colleen	Introduce project, investigate public outreach through school.
Tuesday, September 11, 2007 1:30 p.m.	South Lakewood Elementary School, Ms. Anne Chenoweth	8425 W. 1 st Avenue, Lakewood	Carolyn, Colleen	Introduce project, discuss discrepancy between school and neighborhood demographics, investigate public outreach through school.
Wednesday September 5, 2007 7:30 a.m.	Alameda Gateway Community Association	The Learning Source, 455 S. Pierce St., Lakewood	Seyed, Tim, Mandy, Colleen	Introduce project, set project expectations, characterize existing conditions, summarize scoping comments. 15 min. presentation & Q&A; appx. 60 attendees
Tuesday August 28, 2007 7:00 p.m.	O'Kane Park Neighborhood Association	Washington Heights Arts Center, 6375 W. 1 st Ave., Lakewood	Seyed, Kirk, Tim, Mandy	Introduce project, gather early input, set project expectations, characterize existing conditions. 45 min. presentation & Q&A; appx. 60 attendees
Saturday August 25, 2007 11:00 a.m. – 4:00 p.m.	Lakewood on Parade festival – booth staffing	Belmar Park; turn west off Wadsworth onto Ohio; turn south on yarrow; “event staff parking” sign on right	11-1:30: Tim, Randy, Ken 1:30-3: Mandy, Kirk, Ken	Advertise project to the public; will take comment forms, fact sheets, FAQ sheets, and issues display map.

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Tuesday August 21, 2007 3:00 – 9:00 p.m.	Public scoping meeting	Clements Center, 1580 Yarrow St., Lakewood	See meeting checklist	Introduce project; describe NEPA process; present project schedule and process; present purpose and need; gather input.
Thursday August 16, 2007 8:00 a.m. – 5:00 p.m.	Agency scoping meeting	CDOT Shumate Building, Mt. Evans A & B Conference Rooms	CDOT, FHWA, agencies, CH2M HILL	Discuss: NEPA process; project issues/concerns; project schedule and process; purpose and need; possible project impacts and mitigation.
Wednesday August 15, 2007 7:30 a.m.	West Colfax Community Association	Rocky Mountain College of Art and Design, Rotunda, 1600 Pierce St., Lakewood	Seyed, Kirk, Tim, Mandy	Introduce project, gather early input, set project expectations, characterize existing conditions. 15 min. presentation & Q&A; appx. 40 attendees
July 21, 2007 8:30 a.m.	Two Creeks Neighborhood Association	Mountair Christian Church, 1390 Benton St., Lakewood	Seyed, Tim, Colleen	Introduce project, gather early input, set project expectations, characterize existing conditions. 15 min. presentation & Q&A
July 19, 2007 7:00 p.m.	Eiber Neighborhood Association	Lakewood United Methodist Church, 1390 Brentwood St., Lakewood	Kirk, Tim, Colleen	Introduce project, gather early input, set project expectations, characterize existing conditions. 30 min. presentation & Q&A
June 18, 2007	Meeting with JeffCo Open School principal Wendy Wheaton		CH2M HILL	Introduce project, characterize existing conditions related to area schools.
June 15, 2007	Agency Chartering Meeting		CH2M HILL	Set expectations for the partnering process among CDOT, RTD, FHWA, and City of Lakewood.
June 14, 2007	Meeting with City of Lakewood planning staff		CH2M HILL	Gather information on: existing plans and policies relating to corridor; plans for LRT station; information about LRT station planning public process; corridor contacts.
June 6, 2007	NEPA training for City of Lakewood		CH2M HILL / CDOT	Provide training on NEPA process for City of Lakewood staff.

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June 5, 2007	Design Standards Review Meeting with City of Lakewood		CH2M HILL / CDOT	Review design standards with City of Lakewood, CDOT, and CH2M HILL.

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Meeting Schedule and Logistics

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BUSINESS AND PROPERTY OWNER MEETINGS				
Date and Time	Interviewee/ Contact Information	Business	Property	Project staff attending
Tuesday Oct. 30 2:00 p.m. (TELECONFERENCE)	Ms. Mardra Tracy, business owner	Lakewood Generations Hair Salon 1230 Wadsworth Blvd.	---	Tim, Seyed, Greg, Mandy, Colleen, Carolyn
	Lakewood Generations Hair Salon, 1230 Wadsworth Blvd.; Cell#: 303-875-5429 or 303-237-1589			
Thursday Nov. 1 11:00 a.m. (TELECONFERENCE)	Mr. Ron Garofalo, property manager	---	7711, 7717, 7721, and 7727 W. 6th Ave.	Seyed, Mary McCannon, Carolyn, Colleen
	Garofalo Realty, Inc., 6940 S. Steele St., Centennial, CO 80122, 303-740-9633, rongarsr@aol.com			
Tuesday Nov. 13 1:30 p.m. (TELECONFERENCE)	Susan Lambert, Resident Manager of Facility	Public Storage Company 7701 W. 6th Avenue	---	Mandy, Seyed, Greg, Kirk
	Public Storage Company, 7701 W. 6th Avenue, Lakewood, CO 80214, (303) 234-0157			
Tuesday Nov. 13 2:00 p.m. (TELECONFERENCE)	John Kroneberger	Colorado Independent Automobile Dealers Association 1200 Wadsworth Blvd.	--	Mandy, Greg
	Colorado Independent Automobile Dealers Association, 1200 Wadsworth Blvd., Lakewood, CO 80214, 303-239-8000			
Wednesday Nov. 14 9:30 a.m. (TELECONFERENCE) CANCELLED	Susan Pinkowitz, commercial property owner	---	1000 Wadsworth Blvd.	Mandy, Tim, Seyed, Greg
	Tilco Investments LLC, c/o Susan Fox Pinkowitz, 2465 S. Monroe, Denver, CO 80210, 303-777-0753, sfox@ecentral.com			
Wednesday Nov. 14 11:00 a.m. (TELECONFERENCE)	Bob Alldredge, Owner	--	Jericho Properties 900, 902, 906 Wadsworth	Mandy, Tim, Seyed, Greg, Kirk
	Jericho Properties, 902 Wadsworth Blvd., Lakewood, CO, 80214, 303-237-5545			

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Date and Time	Interviewee/ Contact Information	Business	Property	Project staff attending
Wednesday Nov. 14 1:00 p.m. (TELECONFERENCE)	Dr. Art Phelps	Lakewood Chiropractic Offices 1296 Wadsworth Blvd. Lakewood, CO 80214 303-233-5656	--	Mandy, Tim, Seyed, Greg
	Lakewood Chiropractic Offices 1296 Wadsworth Blvd. Lakewood, CO 80214 303-233-5656			
Monday Nov. 19 11:30 a.m. (IN-PERSON INTERVIEW AT CROCKETT OFFICE)	Dr. Olen Crockett Crockett Dental & Vision Center 1330 Wadsworth Blvd. Lakewood, CO 80214 (303)238-1209	Crockett Dental & Vision Center	-	Mandy, Seyed, Greg, Kirk
Monday Nov. 19 1:30 p.m. (TELECONFERENCE)	Donna Clay, Interim Branch Manager Public Service Credit Union 7575 W. 5th Avenue Lakewood, CO 80226 (303) 691-2345 x 2770	Public Service Credit Union		Carolyn, Colleen, Mary
Monday Nov. 26 10:00 a.m. (TELECONFERENCE)	Dr. Lance Long Lakewood Family Dentistry 7700 W. 14 th Avenue Lakewood, CO 80214	Lakewood Family Dentistry	1390 Yarrow St., Lakewood, CO	Colleen, Seyed, Greg, Kirk (tentative)
Monday Nov. 26 2:00 p.m. (TELECONFERENCE) CANCELLED	William Griffin, Manager UHaul 830 Wadsworth Blvd. Lakewood, CO 80214	UHaul	-	Colleen, Tim, Seyed, Greg, Kirk
Wednesday Nov. 28 9:30 a.m. (IN-PERSON INTERVIEW AT CDOT REGION 6) R6 – Interstate R6 Cloverleaf Conf. Rm.	Mr. George Koclanes & Mr. Peter Koclanes Olympia Investments LTD		639 and 699 Wadsworth Blvd., Lakewood, CO 80214	Carolyn, Greg, Kirk
Wednesday Nov. 28 2:00 p.m. (TELECONFERENCE) CANCELLED	Tiara Dee, Manager 787 Wadsworth Blvd #A Lakewood, CO 80214	Emergency Cash	-	Carolyn, Seyed, Greg, Kirk
Thursday Nov. 29 10:00 a.m. (TELECONFERENCE)	Rob Bubon Golf Headquarters 850 Wadsworth Blvd., Lakewood, CO 80214	Golf Headquarters	-	Mandy, Seyed, Greg, Kirk

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BUSINESS AND PROPERTY OWNER MEETINGS				
Date and Time	Interviewee/ Contact Information	Business	Property	Project staff attending
Wednesday Dec. 5, 1:30 p.m. (IN-PERSON INTERVIEW AT JCAR, 950 WADSWORTH, SUITE 100)	Jefferson County Association of Realtors 950 Wadsworth Blvd., Suite 100 Lakewood, CO 80214 303-694-2871	Jefferson County Association of Realtors	Schack Building, 950 Wadsworth Blvd.	Mandy, Kirk
Wednesday Dec. 5 2:30 p.m. (IN-PERSON INTERVIEW AT WESTWOOD INN, 7615 W. 5 TH AVE.)	Chris Hristopoulos, Owner Westwood Inn, 7615 W. 5 th Ave., Lakewood, CO, 80226, 303-238-6325	Westwood Inn 7615 W. 5 th Ave. (SW quadrant of interchange)	--	Mandy, Kirk
Wednesday Dec. 5, 4:00 p.m. TELECONFERENCE	Jackie Archuleta, Owner of Maria Elena Mexican Restaurant 999 Wadsworth Blvd., Lakewood, CO 80214	Maria Elena Mexican Restaurant, 999 Wadsworth Blvd.	-	Mandy, Kirk

LOGISTICS			
Timeframe	Item	Responsibility	Status
November 2008	Article for winter Eiber newsletter	CH2M HILL	Waiting to find out whether Eiber will definitively produce a December newsletter.
November 2008	Electronic copy of postcard	CH2M HILL	Emailed electronic copy of postcard to Eiber Neighborhood Organization for posting on their website.
October 2008	Postcard to expanded mailing list	CH2M HILL	<i>Mailed October 31, 2008.</i>
September 2008	Fact sheet	CH2M HILL	Fact sheets sent to Two Creeks for their annual meeting on 10/7/08 and Eiber for the annual meeting on 10/2/08
August 2008	Information for Two Creeks and Eiber neighborhood newsletters	CH2M HILL	Sent to neighborhood groups in August 2008.
August 2008	Website update	CH2M HILL	Complete.
June 2008	Property owner meeting mailing	CH2M HILL	Cover letter and atlas mailed June 17, 2008 to potentially impacted property owners.
June 2008	Website update	CH2M HILL	Complete.

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Timeframe	Item	Responsibility	Status
May 2008	Noise Meeting planning activities	CH2M HILL	See Noise Meeting checklist for specific planning activities.
May 2008	Postcard invitation to Noise Meeting	Colleen	Mailed 5/26.
May 9, 2008	April 2008 Newsletter re-mail	Colleen	April 2008 newsletter was re-printed and mailed to the mailing list again, with an invitation to a make-up Open House #3 on May 21, 2008.
May 2, 2008	Newsletter deadline for Two Creeks neighborhood group	Colleen	Sent information to Chris Boyd at cjboyd5@msn.com.
May 2008	Website update	CH2M HILL	Complete.
April 2008	Open House #3 Planning Activities	CH2M HILL	See Open House #3 checklist for specific planning activities.
April 2008	April 2008 Newsletter	CH2M HILL	Mailed 4/9.
March 2008	Website update	CH2M HILL	Complete.
February 2008	Open House #3 Preliminary Planning	CH2M HILL	Contact neighborhood groups and schools to provide information for group/school newsletters and newspapers.
February 2008	Website Update	CH2M HILL	Website updates posted and proofed.
February 2008	Public Meeting Flyer Distribution	CH2M HILL/ CDOT	Flyer distributed to schools, churches, library, grocery stores, and community centers week of February 4.
February 2008	Public Meeting Advertisement	CH2M HILL	Ad ran in Denver Post Sunday February 3. To run in Lakewood Sentinel Thursday Thursday February 7. Ad to Mindy Crane for approval on Tuesday Jan. 22.
January and February 2008	January 2008 Newsletter	CH2M HILL	Newsletter mailed Wednesday January 23. Hard copies to be distributed to schools, churches, library week of February 4.
January 2008	Public Meeting Handouts	CH2M HILL	Ongoing. To be presented to PLT at Feb. 5 meeting.
January 2008	Website Update	CH2M HILL	Complete.
January 2008	Public Meeting Powerpoint Presentation	CH2M HILL	Under development. To be presented at PLT Tuesday Feb. 5.

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Timeframe	Item	Responsibility	Status
January 2008	Website Update	CH2M HILL/ CDOT	Website update, announcing February public meeting, posted to site first week of January.
January 2008	Public Meeting Press Release	CH2M HILL	Press release to Mindy Crane for approval and dissemination on Monday Jan. 28.
January 2008	Inform Neighborhood Groups of Public Meeting	CH2M HILL	Email to neighborhood and business group chairs sent Sunday Jan. 20.
January 2008	Public Meeting Information to other media outlets	CH2M HILL	Email sent Sunday Jan. 20 to Allen Albers requesting meeting information be posted on Lakewood web site and Channel 8. Email sent Sunday Jan. 20 to Brenda Tierney, RTD with meeting information, to post to West Corridor web site.
January 2008	Public Meeting Display Boards	CH2M HILL	<i>Final boards to be presented to PLT Feb. 5.</i> Production to start Wed. Feb. 6.
October 2007	School letter and information packets	CH2M HILL	Cover letter introducing study, and information packets, to be mailed to schools that we will not be meeting with in person. Cover letter and information postcard distributed to PLT for review 10/8/07.
October 2007	Business postcards and surveys	CH2M HILL	Postcard to be mailed to business and property owners stating that we may contact them to discuss the study. Business surveys scheduled are shown in the table above.
September 14, 2007	Scoping Summary Report	CH2M HILL	Draft report distributed to PLT 9/11/07. Comments received 9/14/07. Final report distributed electronically to PLT 9/27/07. Final report distributed hard copy to PLT 10/8/07.
September 2007	Flyer for Jefferson High School newspaper	CH2M HILL	Flyers delivered to Jefferson High School to insert into school newspaper, to be delivered to 3,000 families between 6 th & 29 th Aves, Wadsworth and Sheridan. Flyer provides basic project information in English and Spanish and gives instruction for joining the mailing list.
August 2007	Public Scoping Meeting Logistics Checklist	CH2M HILL	Complete.
August 2007	Additional neighborhood group contacts	CH2M HILL	Known neighborhood groups have been contacted.
August 2007	Press release	CH2M HILL / CDOT	Distributed by Mindy Crane prior to public meeting.

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August 2007	Advertisement	CH2M HILL	Ran in Lakewood Sentinel on 8/9/07 & 8/16/07. Ran in Denver Post on 8/19/07.
August 2007	Agency Scoping Meeting Logistics Checklist	CH2M HILL	Complete.
July 2007	Display board template	CH2M HILL	Complete
July 2007	Newsletter 1	CH2M HILL	Mailed on 7/24/07 to mailing list.
July 2007	Scoping packet	CH2M HILL	Complete
June 2007	Project sign (for display at community events)	CH2M HILL	No longer under development
June 2007	Web site	CDOT	Complete
June 2007	Issues tracking database	CH2M HILL	Complete
June 2007	Mailing list	CH2M HILL	Complete
June 2007	Public Involvement Plan	CH2M HILL	Complete
June 2007	Stakeholder database	CH2M HILL	Complete
May 2007	PowerPoint template	CH2M HILL	Complete
May 2007	Project logo	CH2M HILL	Complete
May 2007	Project fact sheet	CH2M HILL	Complete
Ongoing	PowerPoint presentation	CH2M HILL	Slides will be added to project PowerPoint presentation as information becomes available. Presentation to be continually updated.
Ongoing	Web site updates	CH2M HILL / CDOT	August update completed. Interim September updates completed (small group meeting dates). Final September updates completed. CD with Scoping Summary Report files delivered to CDOT 10/23/07 for posting on website.