

2020 Work Plan 2nd Quarter Update							
#	Issue  Green Shading=Already Complete Red Shading= Deleted or Deferred to 2021	Focus Areas (1)	Board Meeting Time Allotment			Team Lead	Level of Community Engagement (2)
			Regular Meeting	Work Session	Dates		
0	Community Conversations	2, 3, 5, 7	2	10	7/14, 9/15, 12/1	Malcolm/Farrell	5
1	Economic development: vision, plan, SB incentives, deregulation and partnerships	2, 3	1	2	---	Ben	3
2	Street maintenance action plan	4, 6, 9	0.5	1	15-Sep	Todd	1
3	Town Center/Old Town action plan (Multi-Year Issue)	1, 2, 3, 5, 6, 8, 9	3	0	25-Aug	Fred/Ben	4
4	Traffic planning and mitigation (Multi-Year Issue)	3, 4, 6, 8	0.5	1	22-Sep	Todd	3
5	Building permit efficiencies	3, 7, 9	0	0.5	---	Fred	2
6	Online permitting system (3)	3, 7, 9	0	0	---	Fred/Steve/Denise	2
7	UDC Changes	1, 2, 3, 5, 6, 7, 8, 9	3	1	8/4, 10/13, 12/8	Fred	4
8	Prep for 2021 Comp Plan Update (2021 budget)	1, 2, 3, 5, 6, 7, 8, 9	1	2	29-Sep	Fred	2
9	Erie Community Park, Clayton Park, Disk Golf Course Construction	1, 5, 6	0	0.5	---	Patrick	2
10	Oil and gas updated policy and regulations	5, 6, 8	4	2	25-Aug	Farrell	5
11	Capital Projects (other than streets) action plan	1, 3, 4, 7, 9	1	1	29-Sep	Todd/Patrick/Steve	3
12	Home Rule Charter Commission/Home Rule Charter election (Multi-Year Issue)	7	0	0	---	Farrell/Amy	5
13	Single hauler trash, recycling and composting (4)	4, 6, 8, 9	2	1	18-Aug	Todd	5
14	Recreational biking opportunities	1, 5, 6, 8	0	1	8-Sep	Patrick	4
15	Focused public transit advocacy	3, 4, 6, 8	0	0.5	---	Malcolm	2
16	Town Events strategic plan	2, 5	0	0	---	Farrell	2
17	Affordable housing (5)	2, 3	1	1	8/18, 9/8	Malcolm	4
18	Sustainability master plan actions	3, 6, 8	1	1	18-Aug	Todd	4
19	Service provider right-of-way maintenance	1, 6	0	0	---	Todd/Patrick	2
20	Broadband options	2, 3, 9	1	1	6-Oct	Denise	3
21	Move to coordinated elections (6)	7, 9	0	0	---	Amy/Farrell	3
22	Implement Downtown Improvements action plan	1, 3, 5, 6, 9	1	2	25-Aug	Ben	4
23	Parks and Transportation long term funding plan	1, 3, 4, 5, 6, 9	1	1	9/15/2020?	Farrell/Team	3
24	COVID-19 Response (Staff safety, new policies, procedures and processes)	3, 5, 6, 7, 9	1	1	---	Everyone	2
25	Financial Downturn Analysis, Plan Development and Implimentation	7, 9	2	2	---	Steve/Candice/Team	2
26	Nine Mile implementation	1, 3, 9	1	0	25-Aug	Ben	2
27	I-25 Development Plan B	1, 3, 9	2	1	10-Nov	Ben	4
28	Impact Fee Study (update classifications)	1, 3, 4, 9	1	1	15-Sep	Steve/Fred/Ben	3
29	Development Review and Building Fees Update	3, 7, 9	1	1	27-Oct	Fred	2
30	Comcast Franchise Agreement	3, 7, 9	0.5	0	25-Aug	Denise	2
31	2020 Work Plan Update with New Board	7	0.5	3	9-Jun	Malcolm	2
32	Economic Development Partnership Coordination	3, 9	1	1	8-Sep	Ben	3
33	5-year Staffing Plan	7, 9	0	1	15-Sep	Amy/HR/Finance	1
34	IT Network Penetration and Network Security Analysis	7, 9	0	0	---	Denise	1
35	PD Staffing	2, 5, 6, 7, 9	0	0	---	Kim/Alicia	1
36	New Board Training	7	0	3	---	Farrell	1
37	Long Range Facilities Plan	1, 9	0	1	1st Qtr 2021	Todd/Dennis	1
38	Utility Rate Study	3, 6, 9	1	1	18-Aug	Steve	3
39	5-year Hazard Mitigation Plan w BoCo and Weld Co	6	1	0	---	Kim	1
40	Pay Equity Study and Implementation	2, 3, 7	0	1	---	Alicia	1
41	Erie Small Business Emergency Relief Grant Program	1, 3, 9	1	0	---	Ben	2
42	Enabling virtual meetings (equip & software upgrades, training)	7	0	0	---	Denise	1
43	Erie PD wants/needs (SRO needs/options)	6	0	0	---	Kim	1
44	Historic Preservation Advisory Board master plan	1, 3, 5	0	0	---	Malcolm	2
45	New packet requirements	7	0	0	---	Malcolm/Amy	2
46	URA legal representation	7	0	0	---	Malcolm	1
47	Municipal Election	7	0	0	---	Amy/Farrell	5
	Regular Meeting Issues (Development Public Hearings, Board Reports, etc.)	30%	19	0			
	Contingency for unanticipated issues and new Board initiatives	25%	16	12			
	Total Meeting Time		71	59			
	Time Budget (7)		64	48			
			-7	-11			
(1)From the Board's May 15/16 Retreat: 1. Attractive Community Amenities. 2. Engaged and Diverse Communities. 3. Prosperous Economy. 4. Well-Maintained Transportation Infrastructure. 5. Small Town Feel. 6. Safe and Healthy Community. 7. Effective Governance. 8. Environmental Sustainability. 9. Fiscal Responsibility.							
(2) 1= Inform, 2= Consult, 3=Involve, 4=Collaborate, 5=Empower. See "A Strategic Framework for Public Engagement".							
(3) A Web Information Portal like Parker has would require significant and expensive system upgrades.							
(4) Will investigate, but the Town's utility billing system may be a big hurdle to overcome.							
(5) Work with Boulder County Affordable Housing Consortium and with developers on specific projects.							
(6) This action will not be necessary if we pursue Home Rule, or could be done if we don't pursue Home Rule.							
(7) Assumes 2 Regular Meetings and 1.5 Work Sessions per month, averaging 4 hours per each meeting (May through December).							