

Draft - Public Involvement Plan

Introduction

Alta Planning + Design (Alta) and Kimley-Horn will work with the City and County of Denver (CCD) and the Downtown Denver Partnership (DDP) to provide the consensus building for the Denver Moves Enhanced On-Street Bikeways Plan (we need to rebrand this project to help gain support). This will include co-preparing meeting agendas, compiling community and stakeholder input, and maintaining a master stakeholder list. We will learn from previous and ongoing public involvement efforts and provide additional targeted engagement to inform and involve key stakeholders. A five-part public involvement plan is outlined, including:

1. Review of Previous Engagement,
2. Bicycle Task Force Meetings,
3. Network Planning Charrette,
4. Supplemental Stakeholder Meetings
5. Public Open House.

In addition, we will work with CCD communications staff to provide media content including, social and traditional media to promote awareness and gather feedback for the project when necessary. This includes deliverables to post on the City's Bicycle Program Website.

Engagement Strategies

1. Review of Previous Engagement

The Project Team will review public comment from readily available and applicable recent CCD planning studies. If available, raw feedback materials from the initial Denver Moves study may be requested. This exercise will provide the Project Team with a history regarding enhanced bikeways, including where they have been previously proposed and which entities proposed or commented on them. We will prepare *Technical Memorandum 2: Data Collection*, which will summarize the results of this effort.

Roles

Alta – Compile and review of documents. Prepare Tech Memo

Kimley - Horn – Review documents and assist in preparation of Tech Memo

CCD – Provide appropriate list and materials

List of Previous and ongoing studies that include enhance bikeways

- Denver Moves
- Golden Triangle Neighborhood Plan
- NE Neighborhoods Next Steps Plan
- Brighton Boulevard Corridor Plan
- 10th and Osage Station Area Plan
- 13th Avenue Study
- Decatur Federal Station Area Plan
- Connecting Auraria

2. Bicycle Task Force Meetings (typically occur on 3rd Tuesday of month)

The Project Team will conduct up to five meetings with the Bicycle Task Force, at times to be determined by the Project Management Team (CCD, DDP, Alta and Kimley-Horn). The purpose of this group is to review concept and technical data and provide valuable feedback to the City and consultant team based on the goals outlined by the PMT and City policy documents. We anticipate these meetings at the following stages within the project:

- Initial stages of project
- Best Practices Workshop, if necessary
- Last day of the Network Planning Charrette
- Presentation of Draft Next Steps Addendum Network
- Draft Design Guidelines

Roles

Alta – Develop agendas and meeting materials, and assist city staff in meeting coordination

Kimley - Horn – Review meeting materials and assist in developing agendas

CCD – Send invitations to Bicycle Task Force and schedule a room

3. Network Planning Charrette

The Network Planning Charrette is scheduled for June 11-13th, which will serve as a crucial process in the development of the proposed network of enhanced bicycle facilities. The PMT will be able to spend one-on-one time with a large number of project stakeholders that will allow the PMT to collect candid feedback and gain awareness of key areas of concern. In addition, the Project Team will use open time slots to field review selected routes and possible areas of interest identified throughout the Charrette. These field visits will be open to project stakeholders as we conduct field work by foot, bicycle and other means. An agenda and summary memorandum will be provided to the PMT.

Day One:

Day One of the Network Planning Charrette will consist of the following activities:

- Overview meeting with PMT to confirm workshop approach
- Best practices presentation
- Identify issues and opportunities for further consideration
- Identify a framework of streets for consideration
- Strategic field reviews
- Meetings with Stakeholders as approved by PMT
 - Public Works
 - Traffic Engineering Services
 - Bike Denver
 - RTD
 - Membership of the bicycle working group
 - DDP as scheduled
- Strategically break the City up into Study Areas/zones
- Working on 2 computers with Google Earth and Google Maps to help develop network
- Work with hard copies of large format maps of City

Day Two:

Day two of the Network Planning Charrette will consist of the following activities:

- Strategic field reviews
- Meetings with Stakeholders as approved by PMT
 - DDP external staff and interested parties
 - Leadership (Public Works, CPD) Lesley Thomas, George Delaney, Jose Cornejo, Brad Buchannan
 - Sustainability Office
 - City Council
 - Mayor
- Strategically break the City up into Study Areas/zones
- Working on 2 computers with Google Earth and Google Maps to help develop network
- Work with hard copies of large format maps of City

Day Three:

Day Three of the Network Planning Charrette will consist of the following activities:

- Identify and consolidate preliminary recommendations with PMT
- Develop preliminary recommendations/rough concepts with PMT
- Wrap-up and debrief meeting with Public Works
- Meeting with the Bicycle Task Force at the conclusion of the Charrette to summarize key findings and present draft recommendations that will be advanced with the subsequent tasks in the study.

Roles

Alta – Organize and prepare for meeting. Develop meeting materials and content.

Kimley-Horn – Organize and prepare for meeting. Develop meeting materials and content.

CCD – Attend and support Charrette. Send invitation to key stakeholders and staff and schedule room

4. Supplemental Stakeholder Meetings

The Project Team will attend up to fifteen (15) additional project stakeholder meetings throughout the length of the study. It is anticipated that the Project Team will present concepts for enhanced bicycle facility recommendations, and collect feedback and possible issues that would need to be addressed

during implementation at these meetings. It is assumed that several of these meetings will be organized by the PMT with key business owners and developers within Downtown.

Identified Supplemental Stakeholder Meetings:

- Bike to Work Day will be the 1st Supplemental Stakeholder Meeting
- MBAC
- 14th Street Business District
- Developers – EW Partners, Red Peak, Zeppelin, Continuum, Tolopo, Nickols, Focus, Ken Gart
- Inter-Neighborhood Cooperation
- RTD
- Council Members
- DDP Transportation and Development Council

Roles

Alta – Co-organize and attend stakeholder meetings. Develop meeting materials and content

Kimley-Horn – Co-organize and attend meetings

CCD – Co-organize and attend meetings

5. Public Open House

Following the Network Planning Charrette and subsequent analysis, a public open house will be held to present the draft recommendations. It is anticipated that this event will have an informal format. The public open house will not be an interactive workshop aimed at developing recommendations, but public comment will be collected for review after the event. It is envisioned that this open house will be integrated into Bike to Work Day on June 2014. It is anticipated that the Public Open House will occur during the day at two separate locations during Bike to Work Day events to achieve maximum participation. Communication for the open house may be provided through the DRCOG website promoting Bike to Work Day. The Project Team will work with the PMT to develop the specific agenda and format for the public open house as a part of the Public Involvement Plan.

Roles



DENVER MOVES NEXT STEPS PLAN: Enhanced On-Street **Bicycle** Facilities

Alta – Co-organize and promote event with city staff

Kimley-Horn – Prepare for and attend

CCD – Co-organize and promote event