



Architects Engineers Constructors

Project Name:  
Project Number:

**WEEKLY PROGRESS REPORT**  
**City of Milton Comprehensive Plan**

1147

Prepared by: John Ford

Report Date: 30 May 2008

No.	Schedule Status:	Current Phase: 3050 Strategies	Completed by:
1.	Visioning Meetings complete on 31 May		5/31

No.	Tasks Accomplished this week:	Completed by:
1.	Completed 29 Public Visioning meeting	BRPH - 5/29
2.	Prepared for 5/31 Public Visioning meeting	BRPH - 5/30
3.	ARC has received State review comments and are preparing letter to City	ARC - 5/29
4.		
5.		

No.	Work in progress for next week:	Assigned to:
1.	Conduct 5/31 Public Visioning meeting	BRPH - CC 5/31
2.	Prepare agenda for 6/09 CPAC and 6/23 meetings and send to City for posting on website	BRPH - JF 6/02
3.	Preparing outline draft for the 6/30 strategic plan public meeting	BRPH - CC 6/05
4.	Finish spreadsheet of survey responses for release to CPAC at next meeting	BRPH - JF 6/06
5.	Preparing balance sheet for revenues and expenditures for addressing planning model inputs	BRPH - JF 6/11

No.	Open issues: may affect project schedule, budget, or function:	Due Date	Assigned to:
1.	"Add Services" including inclusion of CH2M Planning Model services need to be discussed prior to preparation of "Add Services" request by BRPH		City
2.	Next CPAC meeting to discuss vision and scenarios for planning	6/09	BRPH
3.	Following CPAC meeting to discuss modeling for plan scenarios	6/23	BRPH
4.	Respond to any State or ARC comments	TBD	City

No.	Other comments:	
1.	Alice Wakefield has replaced Tom Wilson as Director of Community Development	City
2.		
3.		

Distribution:	Name	Company
Client	Mike Tuller, Alice Wakefield	City of Milton
Civil Eng.		
Structural Eng.		
Mechanical Eng.		
Electrical Eng.		
Plumbing Eng.		
Other	Tom Wilson	City of Milton
Planner	Clay Cheek	BRPH, Inc.
Planner	Sarah Kilinski	BRPH, Inc.

End of Report

CC: Marshall Wilson, Susan Martin, Tim Pope, File