

Project Milestone	Communication Method	Status	Date Completed
<b>30% Design*</b>	LETTER TO IMPACTED PROPERTIES	NOT APPLICABLE	DATE
	SOCIAL MEDIA	NOT APPLICABLE	DATE
	PUBLIC MEETING	NOT APPLICABLE	DATE
	CREATE PROJECT WEBPAGE	NOT APPLICABLE	DATE
	NEIGHBORHOOD GROUP OUTREACH	NOT APPLICABLE	DATE
<b>90% Design*</b>	LETTER TO IMPACTED PROPERTIES	NOT APPLICABLE	DATE
	SOCIAL MEDIA	NOT APPLICABLE	DATE
	PUBLIC MEETING	NOT APPLICABLE	DATE
	NEIGHBORHOOD GROUP OUTREACH	NOT APPLICABLE	DATE
<b>1-2 Month from Construction</b>	LETTER TO IMPACTED PROPERTIES	NOT APPLICABLE	DATE
	SOCIAL MEDIA	NOT APPLICABLE	DATE
	COUNCIL COMMITTEE UPDATE	NOT APPLICABLE	DATE
	PROJECT SPECIFIC EMAIL LIST OPENED	NOT APPLICABLE	DATE
	KEY STAKEHOLDER OUTREACH	NOT APPLICABLE	DATE
	NEIGHBORHOOD GROUP OUTREACH	NOT APPLICABLE	DATE
	CONSTRUCTION TOOLKIT TO IMPACTED BUSINESSES	NOT APPLICABLE	DATE
	DTV FEATURE	NOT APPLICABLE	DATE
<b>2 Weeks Prior to Construction Start</b>	DOOR HANGERS	COMPLETED	1/2020
	EMAIL UPDATE	ALTERNATE OUTREACH METHOD	1/2020
	NEXTDOOR POST	COMPLETED	1/2020
	MESSAGE BOARDS	COMPLETED	1/2020
	PROJECT GATEWAY SIGNS	COMPLETED	1/2020
<b>Within 1 Week of Any New Lane Closures*</b>	EMAIL UPDATE	UPCOMING	DATE
	NEXTDOOR POST	UPCOMING	DATE
	PROJECT WEBPAGE UPDATE	UPCOMING	DATE
	WAZE APP	UPCOMING	DATE

Activities denoted with an asterisk (\*) are optional for projects with impacts to neighboring properties, but no roadway impacts. Additional communications methods may be used based on unique project needs.

Project Milestone	Communication Method	Status	Date Completed
<b>Within 2-4 Weeks of New Road Segment*</b>	EMAIL UPDATE	UPCOMING	DATE
	NEXTDOOR POST	UPCOMING	DATE
	NEIGHBORHOOD OUTREACH	UPCOMING	DATE
<b>Substantial Progress Communications</b>	EMAIL UPDATE	UPCOMING	DATE
	NEXTDOOR POST	UPCOMING	DATE
	NEIGHBORHOOD OUTREACH	UPCOMING	DATE
<b>Overall Scope or Schedule Changes</b>	LETTER TO IMPACTED PROPERTIES	UPCOMING	DATE
	NEXTDOOR	UPCOMING	DATE
	COUNCIL COMMITTEE UPDATE	UPCOMING	DATE
	CONSTRUCTION PROJECT MAP UPDATE	UPCOMING	DATE
	KEY STAKEHOLDER OUTREACH	UPCOMING	DATE
	NEIGHBORHOOD GROUP OUTREACH	UPCOMING	DATE
	PROJECT WEBPAGE UPDATE	UPCOMING	DATE
	EMAIL UPDATE	UPCOMING	DATE
<b>Completion</b>	PRESS RELEASE	UPCOMING	DATE
	BROAD SOCIAL MEDIA MESSAGING	UPCOMING	DATE
	PROJECT WEBPAGE UPDATE	UPCOMING	DATE
	NEIGHBORHOOD GROUP OUTREACH	UPCOMING	DATE
	EMAIL UPDATE	UPCOMING	DATE
	POST-CONSTRUCTION SURVEY	UPCOMING	DATE

**Stay Connected!**

**Hickory Creek Road West City Staff Contact Information:**

For questions related to the project, including timeline, project scope, and traffic impacts contact:

Dustin Draper, Project Manager  
 Dustin.Draper@cityofdenton.com

For questions related to the project communication, including letters, door hangers, and to receive email project updates contact:

Stephanie Yates, Marketing & Outreach Coordinator  
 Stephanie.Yates@cityofdenton.com

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