

**From:** [Burnham, Nicole](#)  
**To:** [Meyer-Calvert, Teresa](#)  
**Cc:** [Cicirelli, Jon](#); [Yotam, Avi](#); [Hunter, Cassie](#); [Sanderfer, Larissa](#); [Downtown West Project](#)  
**Subject:** October PRC  
**Date:** Thursday, September 10, 2020 5:16:43 PM

---

Teresa-

This is to confirm that we would like to cancel the October 1, 2020 meeting of the Parks and Recreation Commission. I discussed this with Chairwoman Woolfe and she understands the issues. Here is some language that you can use for the commission:

Dear Parks and Recreation Commissioners:

Thank you for your flexibility and willingness to hold a Special Meeting on October 1, 2020 to hear the Downtown West Project (AKA Google) and the Urban Confluence Project at Arena Green.

Due to unforeseen schedule changes in the Downtown West Project, this project cannot be presented on October 1<sup>st</sup>. At this time we expect the project will be re-agendized for two commission meetings: one in December and another in March 2021. The exact dates and content of these meetings will evolve over time, but this is the general plan.

The Urban Confluence team has graciously agreed to reschedule and be heard at your regular meeting of October 7<sup>th</sup>. That agenda has three items on it so this will add a fourth.

Again, thank you for your flexibility and understanding.

Teresa