



I-70 Silverthorne/Dillon Interchange Project Leadership Team Chartering Agreement

1. Mission of the I-70 Silverthorne/Dillon Interchange Project Leadership Team

The mission of the I-70 Silverthorne/Dillon Interchange Project Leadership Team (PLT) is to deliver a multi-modal transportation project that is a model for the I-70 Mountain Corridor. We will respect community and environmental values while improving safety and mobility by engaging in an inclusive and transparent process that is widely supported and manages expectations. The PLT will champion the Context Sensitive Solutions (CSS) process and demonstrate best practices in all respects.

2. Established Goals for the I-70 Silverthorne/Dillon Interchange Project

The Colorado Department of Transportation (CDOT) will conduct a study of potential improvements to the Interstate 70 (I-70) interchange with U.S. Highway 6 (US 6) and State Highway 9 (SH 9), located in the Town of Silverthorne. The mission is to deliver a multi-modal transportation project that is a model for the I-70 Mountain Corridor. Beginning in September 2010, the project will evaluate and recommend for further consideration alternative options that achieve the following preliminary or draft goals:

- To deliver a project that is a model for the I-70 Mountain Corridor by enhancing mobility -- including multi-modal transportation system performance improvements -- while highlighting a successful collaboration between the Federal Highway Administration (FHWA), CDOT, and local agencies, as well as how value may be generated from the Programmatic Environmental Impact Statement (PEIS).
- To develop an innovative interchange solution that is of appropriate scale; respects community values and environmental resources; meets all of the various stakeholders' needs; and is consistent with adopted local plans, policies, and economic development objectives.
- To embrace the I-70 Mountain CSS decision-making process while adhering to the overall corridor vision and core values. The project will demonstrate best practices in all respects.

- To allow inclusive and transparent stakeholder involvement in the development and selection of alternatives facilitated by a strong, long-term intergovernmental team that manages expectations and allows “no surprises” so that the resulting project can be endorsed and “owned” by the community.
- To improve local traffic flow on US 6 and SH 9 and regional traffic flow on I-70, US 6, and SH 9, minimizing regional travel times while improving access to major activity centers and providing the appropriate balance of through traffic and local access needs with a long-term transportation vision in mind.
- To include, consider, or not preclude future transit improvements -- including an Advanced Guideway System alignment and possible transit station.
- To improve safety for motorists, transit riders, cyclists, and pedestrians within the project limits.
- To identify, where possible, public and private-sector partnership opportunities to address aesthetics, access, maintenance, local road improvements, and private improvements.
- To define flexible alternatives for interchange phasing, including early action opportunities, that can be built either in whole or in logical phases consistent with available funding and prioritized needs.
- To avoid, minimize, and mitigate adverse impacts to the local businesses and surrounding environmental resources -- ultimately improving existing conditions -- consistent with the intent of the CSS process and CDOT’s policies and practices. This will be a “self-mitigating” project, which builds the mitigation into the solution.
- To deliver a project that is economically and physically feasible.
- To incorporate sustainability principles and practices into the decision-making process and the design and construction of future improvements.

3. Membership and Attendance

Team members include:

- CDOT Program Engineer: Scott McDaniel, Mountain Program Engineer
- CDOT Resident Engineer: Bill Scheuerman, Mountain Resident Engineer
- CDOT Environmental Lead: Wendy Wallach, I-70 Mountain Corridor Environmental Lead
- CDOT Project Manager: Tyler Weldon
- Federal Highway Administration: Melinda Urban, Operations Engineer
- Town of Silverthorne: Bill Linfield, Public Works Director
- Summit County: Thad Noll, Assistant County Manager
- Town of Dillon: Eric Holgerson, Public Works Director

- Business Community: Peggy Long, Silverthorne resident
- Environmental Interests: Steve Swanson, Blue River Watershed Group
- Consultant Project Manager: R.A. Plummer, AECOM Technical Services

Members of the PLT have agreed to attend meetings in person, to report out to their constituents on a regular basis, and to help manage expectations.

The PLT has agreed to meet in person monthly in Summit County on the third Thursday of each month from 1-3:30 p.m. The date, time, and location of each meeting will be posted in advance on the project website. In the case of inclement weather, the PLT may choose to meet via teleconference. Agendas will be posted on the project website and distributed to PLT members a week in advance. Minutes will be posted on the project website one week after the meeting.

4. Roles and Responsibilities

The PLT's primary roles are to:

- **Lead and Manage the Project:** Using the Scope of Work as a foundation, the PLT will discuss and establish project goals and will identify the actions and decisions needed to reach those goals. The PLT will approve the Project Work Plan for the I-70 Silverthorne/Dillon Interchange Project. The PLT will determine the teams that are needed to reach the project goals and will identify the membership needed for each team. Along with the Project Staff and attendees at County-Wide Coordination Meetings, the PLT will assist in staffing the other teams (if any) needed for the project.
- **Champion CSS:** The PLT will ensure that the I-70 Mountain Corridor Context Statement, the Core Values, and the 6-Step Process are integrated into the project. The PLT will identify CSS checkpoints as events in the project timeline. The PLT will have primary responsibility for developing a charter, ensuring that the desired outcomes, goals and actions, terms to be used, and decisions to be made are defined. The PLT will establish participants, their roles and responsibilities, and commitments and accountability for each team. Additionally, the PLT will endorse the process by discussing, possibly modifying, and then finalizing with all teams the desired outcomes and actions to be taken. Further, the PLT will clarify terms and expectations for use in the process.
- **Enable and Facilitate Decision Making:** The Project Work Plan for the I-70 Silverthorne/Dillon Interchange will detail the interaction between teams, the Stakeholder Involvement Plan, and the Public Information Plan. The PLT will be responsible for making the decisions necessary to keep the project on track with the Project Work Plan.

When policy issues arise that are broader than the project team's scope, the PLT will identify and implement the steps needed to resolve the issue and make a decision. The PLT will be responsible for identifying who must be involved in making the decision,

bringing the decision makers together, and proposing solutions or approaches that keep the project moving forward. The PLT will facilitate formal actions required by councils, boards, and/or commissions to keep the project moving forward.

The PLT's responsibility is to:

- Efficiently and effectively complete the project through an easily understood, publicly supported, and transparent process.
- Develop a charter to determine the actions needed to accomplish its responsibilities.
- Identify critical issues that need to be addressed and provide guidance insights into what is of importance to stakeholders in the I-70 Silverthorne/Dillon Interchange.
- Identify opportunities to reach agreement and reach the goals set forth for the team. The PLT will strive to focus on relevant issues.
- Approve the Project Work Plan and help develop a realistic schedule for completion of the I-70 Silverthorne/Dillon Interchange.

5. Team Performance Assessment

The PLT identified key areas and performance measures to ensure the success of the team. These include:

- Manage expectations.
- No surprises.
- Follow an inclusive and transparent process.
- Maintain a strong intergovernmental team.
- Retain public and elected official backing for the PLT concept.
- Ensure 6-Step CSS project is completed.
- Ensure an inclusive and “no surprises” process.
- Meet commitments, disseminating information and gaining feedback in a timely manner.
- Communicate.
- Grow and maintain trust between agencies and stakeholders.
- Conduct selves with a high level of integrity.
- Respect differences in perspectives.
- Resolve differences in a productive manner.
- Understand regional issues and regulatory constraints.

6. Discussions and Deliberations

The PLT will use a consensus-building process. A consensus is an agreement built by identifying and exploring all parties' interests and developing an agreement that satisfies these interests to the greatest extent possible. A consensus is reached when all parties agree that their major interests have been taken into consideration and addressed in a satisfactory manner.

Consensus does not necessarily mean unanimity. Some parties may strongly endorse a particular recommendation while others may accept it as a workable agreement. Members can participate in the consensus without embracing each element of the agreement with the same fervor as other members or having each interest fully satisfied. The PLT will seek to balance community values, project goals, and technical information during deliberations and discussions.

To enhance creativity during meetings, individuals are expected to explore a full range of ideas that may transcend or be inconsistent with previously held positions. The goal of the meetings is to have frank and open discussion of the topics and issues needed to lead the project and enable decision making.

7. E-mail Communication

E-mail will be used for meeting scheduling and logistics, document review, meeting summaries, and agenda building. E-mail may be used for discussion, comment, deliberation, or agreement building. The project also will maintain a SharePoint site so all members have timely access to project materials.

8. Schedule and Milestones

Members of the PLT commit to efficient, effective discussions. All members agree up front to strive to meet the schedule, goals, and action plans they established at the first meeting. Additional teams identified by the PLT will meet as needed to address specific issues and provide recommendations to the PLT. Group discussion and deliberations may result in the intentional, formal adjustment of the schedule and milestones.

9. Meeting Summaries

PLT staff will draft a meeting summary following each meeting of the PLT highlighting action items and decisions. The meeting summary will be distributed to the PLT for review and approval. All meeting summaries will be considered drafts until adopted by the PLT.

10. Public Coordination

In order for the PLT to fulfill its purpose, work sessions must be focused and manageable. These work sessions will be open to the public; any participation of public

observers will be at the discretion of the PLT Chair. Consistent with established project goals, the PLT will identify the actions and decisions needed to reach those goals, such as issue and/or technical teams or public information activities. PLT members will serve as conduits for communication between their stakeholders and the PLT.

11. Communication with Other Organizations, Individuals, and the Media

PLT members wish to maintain an environment that promotes open, frank, and constructive discussion. Members recognize that such an environment must be built on mutual respect and trust, and each commits to avoid actions that would damage that trust. In communicating about the group's work -- including communication with the press -- each member agrees to speak only for herself or himself, to avoid characterizing the personal position or comments of other participants, and to always be thoughtful of the impact that specific public statements may have on the group and its ability to complete its work. No one will speak for any group other than his or her own without the explicit consent of that group. Should anyone wish the PLT to release information to the press, the group will do so through a mutually agreeable statement drafted with the consensus of all of that group's members.

12. Constituent Communication

Members of the PLT who represent agencies or constituencies will inform their constituents on an ongoing basis about the issues under discussion and the progress being made in the consensus problem-solving meetings. They will represent the interests of their constituent group and bring their constituents' concerns and ideas to the deliberations. Materials developed for the PLT can be shared with their constituency; stakeholder comments on these materials should be relayed to the PLT.

13. Measuring the Success of the I-70 Silverthorne/Dillon Interchange Project

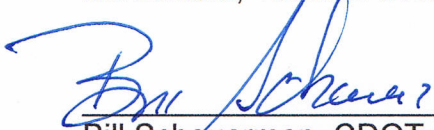
The following criteria will be used by the PLT to measure the project's success in achieving these goals:

- Strong public support and elected official endorsement for a buildable project.
- Broad stakeholder participation at public events.
- Multiple opportunities for public involvement and comment.
- Respect for community values and resources incorporated in project.
- Mitigation measures and cleanup included in project.
- Meets long-term transportation issues and does not preclude transit.

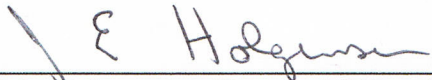
As members of the I-70 Silverthorne/Dillon Interchange Project Leadership Team, we endorse this Charter Agreement, and we commit to using it to guide our work on the I-70 Silverthorne/Dillon Interchange Project.



Bill Linfield, Town of Silverthorne Public Works Director



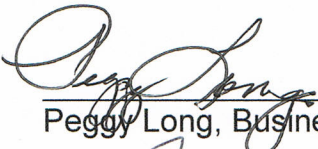
Bill Scheuerman, CDOT Resident Engineer, Mountain Residency



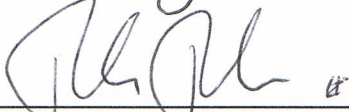
Eric Holgerson, Town of Dillon Public Works Director



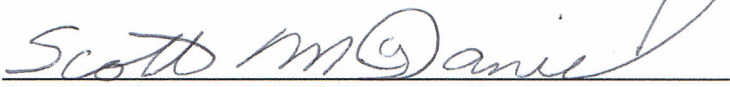
Melinda Urban, Federal Highway Administration Operations Engineer



Peggy Long, Business Community Representative



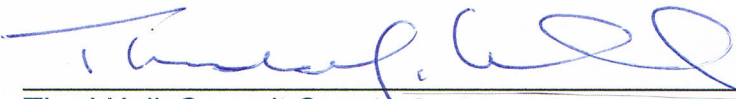
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