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I-70 Mountain Corridor Project Management Team Meeting

ATTENDEES: Brian Pinkerton/CDOT Joe Elsen/CDOT (phone)
Tammie Smith/CDOT (phone) Michelle Li/CODT
Peter Kozinski/CDOT Michelle Halstead/CDOT
Melinda Urban/FHWA Monica Pavlik/FHWA
Cynthia Neely/Clear Creek County Tim Tetherow/J.F. Sato
Amy Kennedy/HDR Caelan McGee/Keystone Center
Pat Noyes/Pat Noyes & Assoc Kevin Shanks/THK
Tom Schilling/InterMountain Mary Jo Vobejda/CH2M HILL
Sarah Stokes Alexander /Keystone Center
Andrea Garcia/CH2M HILL Dave Stevenson/CH2M HILL

Deleted: Bill Scheuerman/CDOT . . .

Deleted: Michelle Li/CODT . . .

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Deleted: . . . Flo Raitano/I-70 Coalition . . . Cynthia Neely/Clear Creek County

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Deleted: Mary Jo Vobejda/CH2M HILL

Deleted: August 21

Deleted: Golden

DATE: October 16, 2007
LOCATION: CDOT Red Rocks Residency
PROJECT
NUMBERS: CDOT Project # 15613 CMS 07-028 Code 15954.10.50
CH2M HILL # 358654

INTRODUCTION

These meeting notes reflect the decisions and action items agreed on at this meeting. Please advise Mary Jo Vobejda as soon as possible if your meeting notes reflect any substantial differences from these notes.

AGENDA

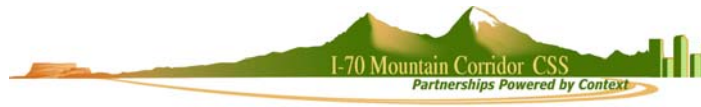
The agenda for the meeting is attached and the meeting followed this format.

DISCUSSION

The upcoming meetings were reviewed. The first Collaborative Effort Team meeting is scheduled for November 8, 2007 at the Keystone Center from 9:00 a.m. to 3:30 p.m.

The next PMT meeting for CSS is currently scheduled for November 20, 2007. There were several conflicts for this date. The team will explore an alternative.

Michelle Li reported on her briefing with Russ George. She said he was pleased with the flow chart and how the 2 processes were going together.



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FLOW CHART REVIEW

The team reviewed the combined flow chart for the Collaborative Effort process and the CSS process. The following comments were made:

When introducing this chart state CDOT's commitment to CSS

State these steps are iterative

Add text to CE box 3 – Finalize Protocols

Change CE box 4 – Identify questions, concerns and information needs for Working Groups

Add text to CE box 5 – Draft Criteria for recommended alternative

Change text CSS box 3 – Develop topics for Working Groups

Move CSS Case Study box up above Guidance Manual

Add arrow from CE box 3 to CSS box 3

Delete arrow from CE box 8 to CSS box 6

Change arrow from Guidance Manual to connect to the ROD

All language changes need to carry through all boxes. Go through both processes and show review and finalize when applicable. Be consistent with language between the 2 processes.

The request was made: 'Define each of the processes in 1 sentence.' After discussion, the following were agreed upon as definitions for the Collaborative Effort and for the CSS process.

The Collaborative Effort will develop a consensus around a recommended alternative.

The CSS process will develop a collaborative decision-making process that ensures inclusion of community values and environmental sensitivity in all future projects.

CORRIDOR TEAM WORKSHOP

The Oct. 26th workshop currently has about 30 confirmed attendees. The group agreed that a calling campaign was appropriate.

Michelle Halstead requested a list of the invitees. She will begin calling the elected officials. She requested a script with project background information.

The workshop agenda was reviewed. The following comments and changes were made.

Have time after the presentation before the small groups for questions.

Be consistent during the Context Statement part of the small group that context is bigger than the road or mobility issues.

NEXT MEETING

The working group will determine if the November 20th PMT meeting is needed and let the group know. The team may reschedule to the following Tuesday, November 27th.

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Further, there will be a Core Team meeting today to inform a larger group of decision makers of the progress and coordination of the efforts. ¶
The Collaborative Effort (CE) interviews are ongoing and expected to be completed mid-September. For the September kick-off workshop to present a coordinated overview of the process steps, the CE process design must be completed. This is expected by end of September. Therefore, the group agreed to postpone the September kick-off workshop until October 26th. ¶
The I-70 Coalition Transit Planning Grant will begin with kick-off meetings in communities to discuss Transit Oriented Development. This will proceed as soon as the consultant is selected. The Transit Planning Grant will most likely use the I-70 Coalition's Technical Team as their leadership team. ¶
The group discussed the CSS Corridor Team and how that team would interact with the CE team. The CSS team is expected to be large and inclusive. The CE team is planned to have 30 to 40 members. The group thought that the CE team might be a subset of the CSS team. This would give the smaller CE team a feedback group regarding their discussions. ¶
The brochure that is being developed was reviewed and small changes were suggested. The brochure will be changed to be a 4 fold ready for mailing. ¶
The kick-off meeting, now planned for Oct. 26th will most likely be



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I-70 CSS Project Management Team Meeting

CDOT Project Number 15613 CMS 07-028 CDOT Code 15954.10.50
CH2M HILL Project Number 358654

Tuesday October 16, 2007
9:00 a.m. to 11:30 a.m.

AGENDA

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Project Management Team Meeting¶
CDOT Project Number 15613 CMS
07-028 CDOT Code 15954.10.50
CH2M HILL Project Number 358654¶
Tuesday August 21, 2007¶
9:00 a.m. to 11:30 a.m.¶
AGENDA¶
¶
Schedule for Today's Meetings:¶
Time ... [2]

1. Schedule for Upcoming Meetings:

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<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Description/Purpose</u>
<u>October 16, 2007</u>	<u>9:00 a - 11:30 p</u>	<u>Golden Residency</u>	<u>PMT Meetings</u>
<u>October 26, 2007</u>	<u>9:00 a - 3:00 p</u>	<u>Keystone Conference Center</u>	<u>Corridor Team Kick-Off</u>
<u>November 8, 2007</u>	<u>9:00 a - 3:30 p</u>	<u>Keystone</u>	<u>Collaborative Effort Team</u>
<u>November 12, 2007</u>	<u>5:00 p - 8:00 p</u>	<u>Clear Creek County</u>	<u>Open House</u>
<u>November 14, 2007</u>	<u>5:00 p - 8:00 p</u>	<u>Summit County</u>	<u>Open House</u>
<u>November 15, 2007</u>	<u>5:00 p - 8:00 p</u>	<u>Eagle County</u>	<u>Open House</u>
<u>November 20, 2007</u>	<u>9:00 a - 11:30 p</u>	<u>Golden Residency</u>	<u>PMT Meetings</u>

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2. Coordination of the Collaborative Effort/PEIS and the CSS

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Flow Chart

3. Corridor Team Workshop

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Status of RSVP

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36 pt

Agenda

Materials

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Further, there will be a Core Team meeting today to inform a larger group of decision makers of the progress and coordination of the efforts.

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The group discussed the CSS Corridor Team and how that team would interact with the CE team. The CSS team is expected to be large and inclusive. The CE team is planned to have 30 to 40 members. The group thought that the CE team might be a subset of the CSS team. This would give the smaller CE team a feedback group regarding their discussions.

The brochure that is being developed was reviewed and small changes were suggested. The brochure will be changed to be a 4 fold ready for mailing.

The kick-off meeting, now planned for Oct. 26th will most likely be held at the Copper Mountain Convention Center. The 3 public open houses are now planned for Nov. 12, 14 and 15. With the second CSS team meeting tentatively planned for Dec. 6th.

A website is being developed that will take users to a cover page that will offer links to the CSS, PEIS, I-70 Coalition, other CDOT projects and other I-70 related websites.

Further an website for use by team members is being developed and will have a calendar of meetings that should help all meeting planners to avoid other corridor team meetings.

The agenda for the kick-off workshop was discussed. It was suggested that with a new date of Oct 26th, weather may be more of an issues and a later start may help more attendees be on time and going later into the afternoon was not seen as a problem. The big change to the agenda was to move all of the information portions to the afternoon and after a brief welcome, go immediately into small group discussions. These changes lead to the Information Fair idea, where the afternoon would offer participants information on the projects and processes, within the corridor, by moving among booths talking to project team members. The suggestion was made that is could be a 'traveling

fair' moving from community to community for easier access. It was also suggested that the fair could be open for information exchange all during the day.

The outline for the media kit was reviewed. This plan was specifically laid out for the CSS process; however, all of the media will be coordinated among the projects. Messages for each process will be consistent.

Project Management Team Meeting

CDOT Project Number 15613 CMS 07-028 CDOT Code 15954.10.50
CH2M HILL Project Number 358654

Tuesday August 21, 2007

9:00 a.m. to 11:30 a.m.

AGENDA

Schedule for Today's Meetings:

Time	Description/Purpose
9:00 a - 11:30 a	CSS PMT
12:00 p - 1:30 p	I-70 Core Team
2:00 p - 3:00 p	PEIS PMT

Schedule for Upcoming Meetings:

Date	Time	Location	Description/Purpose
August 21, 2007	9:00 a - 1:30 p	Golden Residency	PMT Meetings & Core Team
September 18, 2007	9:00 a - 1:30 p	Golden Residency	PMT Meetings & Core Team

September 28, 2007	9:00 a - 1:30 p	Summit County	Corridor Team Kick-Off
Oct 15, 17, 18	5:00 p - 8:00 p	Summit, Eagle, Clear Creek	Public Open Houses
October 23, 2007	9:00 a - 1:30 p	Golden Residency	PMT Meetings & Core Team
October 26, 2007	9:00 a - 1:30 p	Summit County	Corridor Team Workshop

Coordination of the Collaborative Effort/PEIS, the TPS, and the CSS

Benefits

Working Group and Core Team Meeting

Media Plan

Efforts for September Workshop

Press Releases/Media Kit

Brochure Mailing

Elected Officials Outreach Plan

Kick-Off Meeting

Agenda

Attendees - Roles and Responsibilities

Public Open Houses

Dates and locations

Dates	
August 21 st	Website up and ready Mailing of marketing piece Media kit on CSS
August 20/21 st	Keystone to do some media contacts
Sept 14 th 28 th Kick-off	Logistics mailing to Sept.
Sept. 17 th	CSS Media Tour Elected Officials Outreach
Sept. 28 th	Kickoff Meeting
Oct. 1 st Houses	Press release re: Public Open

"Our projects should be seen as having added lasting value to the community. Our end result should exceed our expectations and those of community members, and should achieve excellence in people's minds."

Chief Engineer's Policy Memo 26, Context Sensitive Solutions (CSS) Vision for CDOT, October 31, 2005