I-70 Mountain Corridor
Project Leadership Team Meeting

ATTENDEES:

Peter Kozinski/CDOT	Mary Jo Vobejda/CH2M HILL
Tony DeVito/CDOT	Danielle Yearsley/CH2M HILL
Bill Scheuerman/CDOT	Loretta LaRiviere/CH2M HILL
Michelle Halstead/CDOT	Cindy Neely/Clear Creek County
Janet Gerak/CDOT	Pat Noyes/Pat Noyes & Assoc.
Cathy Cole/CDOT	Flo Raitano/I-70 Coalition
Sharleen Bakeman/CDOT	Tom Schilling/InterMountain CA
Chuck Attardo/CDOT	Kevin Shanks/THK
Bob Wilson/CDOT	
Amy Kennedy/HDR	

DATE: March 31, 2009
LOCATION: CDOT
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

Project Status and Schedule

Issues with the I-70 CSS project contract amendments have been resolved and the new task orders will be funded through the completion of the project.

The group agreed the PLT should meet monthly in April and May and then change to meeting every other month. Upcoming meetings are April 28th, May 19th, July 21st and September 15th. **Loretta LaRiviere will send out Outlook notices to get these meetings on everyone's schedule.**

Coordination and Support of the PEIS

There will be closer interaction between the PEIS and the CSS to avoid duplication of efforts. How this will be implemented will be shared with the PLT at a future meeting.

Website Preview

The PLT was shown a preview of the Guidance Manual website. An electronic format for the Guidance Manual is the best choice because it is a living document and will continually be updated. The website has been designed to be very user friendly and quickly find project related information. The website will be a great help in standardizing the way projects are done throughout the I-70 corridor.

The group suggested that it is very important to have legal regulations and guidance identified on the website. The CDOT NEPA Manual should be included.

An interactive corridor map will show specific information that is available on the website. While the map is a great tool, getting staff to use it may be difficult. It was suggested that it become a requirement for the individual project's PLT to insure all staff have reviewed the map. **Sharleen Bakeman offered to share the CDOT "icons" for air, water quality, etc. which are familiar to their staff. Janet Gerak would like to include a CSS PLT member on the CDOT's OTIS Mapping team to insure consistency between the two maps.**

Short videos will be included in the core values, sustainability and aesthetics sections of the website. Interviews will be done in conjunction with other planned meetings.

The soft launch will include feedback from members of the PLT and CDOT staff.

The main effort of the website design to date has been the functionality. The color scheme & corridor pictures to be included will be determined at a later date. It suggested that the photos should accurately depict the traffic conditions in the corridor.

The Guidance Manual should be done by the time the PEIS is under public review. How it will be referenced in the document will need to be determined. Additionally, the group would like a clearly defined process on how the Guidance Manual can be changed.

Incorporation of "lessons learned" from the PEIS PLT should be included on the Guidance Manual website.

Corridor Team Meeting

The next Corridor Team Meeting has been scheduled for Friday, August 28th at the Silverthorne Pavilion. Proposed Agenda items include:

- Check back with original goals for CT & CSS
- Working Group products
- Website soft launch exercise

The group agreed an update on the PEIS would be beneficial for the CT and a more in-depth look at the progress of the Aesthetic Working Groups should be included.

Working Groups

The Project Team is finalizing the list of prospective members for the Aesthetic Working Groups and will be sending out communication in the next few weeks.

The PLT agreed that it is very important to engage the Forest Service in these working groups but there was concern about the number of meetings they would be required to attend. **Carol Kruse will be contacted to determine the appropriate number of staff needed.**

It is anticipated that the kick-off meeting for all four Aesthetic Working Groups will be held in one day. The group agreed there could be a session in the morning to address corridor wide issues and guidelines and then smaller county working groups in the afternoon. This would eliminate the need for Forest Service staff to attend multiple meetings.

It was agreed that the "Eagle County" Working group should be changed to "Eagle County/Garfield County".

Next PLT Meeting

The next PLT Meeting will be Tuesday, April 28th from 9:00 – 11:00 at CDOT in Golden.

The meeting was adjourned at 11:15 am.

I-70 CSS
Project Leadership Team Meeting
CDOT Project Number 15613 CMS 07-028 CDOT Code 15954.10.50
CH2M HILL Project Number 358654

Tuesday, March 31, 2009
9:00 a.m. to 11:00 a.m.
AGENDA

1. **Project Status and Schedule**

2. **Coordination and Support of the PEIS**

   PEIS PLT Feedback to improve to the CSS process

3. **Corridor Team Meeting**

   August 28, 2009

4. **Website Preview**

5. **Upcoming Efforts**

   Working Groups

   Collaborative Effort Meeting

Corridor Team Agenda Items

Check back with original goals for CT and CSS

Working Group Products (to date)
   Aesthetic
   Historic
   SWEEP
   Sustainability

Website soft launch exercise

Although the project was delayed due to the Collaborative Effort, work continues and it is on schedule.

Updates are being made to the I-70 Mountain Corridor website which will be rolled out in early December and will include a calendar and a "What's News" section. This website will continue to have links to additional websites such as the PEIS, I-70 CSS, COTRIPS, and Cities and Counties in the Corridor. In the future, each specific I-70 project will also have a link on this website. Amy Kennedy is working to add a link especially for the I-70 PEIS PLT. Tom Schilling and Bob Wilson will work on how the COTRIPS link can bring up just news and incidents relating to I-70. The website will have a lot of links to other project websites and the project team thinks it is very important that CDOT maintains the links.

The Group got a sneak preview of the new COTRIPS website which will be rolled out in mid-December. The website is moving from text based to graphics format and will be event driven.

It was suggested that the CDOT webmaster be included in the next I70 Mountain Corridor website meeting.

Guidance Manual

The Guidance Manual will have its own website address but it can also be accessed from the I-70 Mountain Corridor website (www.i70mtncorridor.com). When the project team conducted interviews with potential users of the guidance manual website, they stated that a "social" compontent should be included. The project team feels that it is very important to have some sort of "social" section on the website where people can find more information on people working on projects and be able to have discussions relating to projects. Bob Wilson will check to make sure this will not violate CDOTs blogging policy.

Writing assignments for different sections of the Guidance Manual have been made. Each author will have a buddy with technical expertise to review their work. Megan Alderton will edit each section to insure consistency with the style guide. Bob Wilson asked that the first reference to the interstate on each page be spelled out (Interstate 70) and thereafter it can be referred to as I-70.

The group would also like to see an easily accessible Glossary on each page.

The project team feels that title Guidance Manual is not exactly right but has struggled with renaming it. The PLT decided that a Name that Website Contest email should be sent out to the Corridor Team.

Aesthetics Design Principles

Kevin Shanks explained the design principles were consolidated from ideas generated at the Aesthetic Exercise at the recent CT Meeting. The PLT agreed with the design principles but felt that "Maintain a Sense of the Greater Whole" and "Respect the Current Time and Place" are too vague and need further explanation.

Sustainability Working Group Deliverables

The group reviewed the Sustainability Working Group Deliverables which includes guidance for each of the Life Cycle Phases of a project.

SWEEP Working Group

The draft MOU has been reviewed at the last Working Group Meeting in October. The subcommittee is working on a sample Implementation Section which will be sent out for review in a few weeks.

Chain Station Report

Danielle Yearsley said the Chain Station Report will be distributed after Peter Kozinski and Bill Scheuerman do a final review. The electronic report will be posted on the website but because it is so large hard copies or CDs will also be sent.

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Work continues on the Guidance Manual and it will be ready for a soft launch in July and a full rollout at the next CT Meeting.

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The CSS Team would like to incorporate "lessons learned" from the PEIS PLT in the guidance manual website.

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There will be two types of information included design guidelines and collateral. Collateral are templates and will not be completely finished by the soft launch.

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 will be included in the soft launch

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I-70 CSS
Project Leadership Team Meeting
CDOT Project Number 15613 CMS 07-028 CDOT Code 15954.10.50
CH2M HILL Project Number 358654
Tuesday, November 18, 2008
1:30 p.m. to 3:30 p.m.
AGENDA

Project Status and Schedule
Update of the current website
Guidance Manual
Progress
Name that Website
Aesthetic
Design Principles **
Sustainability
Deliverables **
SWEEP
Matrix
Chain Station Report **
Wrap up and next meeting

** Indicates a handout

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I-70 MOUNTAIN CORRIDOR CORE VALUE

Aesthetics, inspired by the surroundings, will protect scenic integrity and incorporate the context of place. Timeless design continues the corridor's legacy.

AESTHETIC DESIGN PRINCIPLES

Connect to the setting, harmonize with the surroundings and be a light touch on the land, subservient to the landscape.

Reflect I-70 as a major regional and national transportation corridor. Celebrate crossing the Rocky Mountains with a high country experience.

Respect urban, rural and natural settings.

Draw upon and regenerate the context of place.

Aesthetic treatments shall:

Support safety and mobility. "Enjoy the journey without unexpected design."

Support communities and regional destinations by providing direct and subliminal messaging for gateways, connections, access and identification.

Maintain a sense of the greater whole.

Respect the current time and place.

Integrate with functional elements.

Borrow materials from the landscape.

Showcase key views while buffering inconsistent views.