



I-70 Mountain Corridor Project Leadership Team Meeting

ATTENDEES:

<u>Peter Kozinski/CDOT</u>	<u>Danielle Yearsley/CH2M HILL</u>
<u>Bill Scheuerman/CDOT</u>	<u>Loretta LaRiviere/CH2M HILL</u>
<u>Michelle Halstead/CDOT</u>	<u>Pat Noyes/Pat Noyes & Assoc.</u>
<u>Yates Oppermann/CDOT</u>	<u>Cindy Neely/Clear Creek County</u>
<u>Cathy Cole/CDOT</u>	<u>Flo Raitano/I-70 Coalition</u>
<u>Chuck Attardo/CDOT</u>	<u>Kevin Shanks/THK</u>
<u>Mary Jo Vobejda/CH2M HILL</u>	<u>Tom Schilling/InterMountain CA</u>

DATE: April 28, 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

Portions of the meeting were filmed for inclusion on the Guidance website.

Sustainability Working Group

The next Sustainability Working Group meeting is April 30th. The group reviewed the Sustainability Working Group's Success Tracking Criteria and Principles which are based on the life cycle of a project and will ensure sustainability is considered on all future projects in the Corridor.

It was suggested the Core Value Indicators for Historic Context should be based on the success of the development of historic and interpretative programs; not the number of Heritage Tourism Visitors. This is readily available because every municipality documents this information annually.

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The PLT agreed that the Aesthetic Indicator should not be based on "Average Property Value" which is more suitable for the Communities Indicators. The group would like to see the Sustainability Working Group develop additional Aesthetic Indicators to review at the next PLT Meeting.

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Criteria for Evaluation will be used in Life Cycle Phases 2, 3 & 4. It will allow stakeholders to see that their interests are being considered and to follow it through the project development.

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The group would like to find out if there is a Greenroads type of organization for Transit.

Aesthetic Working Group

There will be a planning meeting this afternoon to finalize the schedule and work plan for the Aesthetic Working Groups. A notice will be sent out once the dates and locations have been confirmed.

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Corridor Team Meeting

As announced at last month's PLT Meeting, the next Corridor Team Meeting will be Friday, August 28th at the Silverthorne Pavilion.

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Historic Context Report

The Railroad section of the Historic Context Report will be sent out to the small Historic Working Group for review around May 15th.

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PEIS Update

The PEIS PLT Meeting was cancelled last month due to bad weather. It has been rescheduled to May 15th.

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Collaborative Effort Update

The next meeting for the Collaborative Effort should be sometime in June. If they can't find a date that works for everyone, they may either do a conference call or a more than one meeting.

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SUPPORT FOR CSS GUIDANCE

The CSS Guidance website will need to have an owner who will oversee the maintenance and updating on a regular basis. There also needs to be corridor support for the results. The I-70 Coalition is the likely candidate to be the owner. The project team will discuss putting together a presentation for the I-70 Coalition to be educated on what the obligations and expectations would be.

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It was suggested that the formation of a "board" of interested parties may be of value and there definitely should be a formal partnering agreement between CDOT, FHWA, the I-70 Coalition and counties along the corridor. It was also recommended that the Intermountain TPR should be involved. The group would like to discuss these issues at the next PLT Meeting.

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It was also recommended that when the details are worked out the Guidance Manual Tools and the Partnership package should be presented to EPB/DTD, STAC and the Transportation Commission. The group would like to see this done in August.



CORRIDOR ORGANIZATIONAL STRUCTURE

Chain Station Annual Meeting

The group agreed that having a Chain Station Meeting to check in on the upgrades that will be done this summer is a good idea.

Next PLT Meeting

The next PLT Meeting will be Tuesday, May 19th from 9:00 – 11:00 at CDOT in Golden.

The meeting was adjourned at 11:00 am.

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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. ¶

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

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 ... [32]

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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, April 28, 2009
9:00 a.m. to 11:00 a.m.

AGENDA

1. Project Status and Schedule

- Sustainability Working Group
- Aesthetic Working Group
- Corridor Team - August 28th
- Historic Context Report
- Update on the PEIS

2. Support for the CSS guidance

- CDOT upper managers
- Environmental Programs Branch
- FHWA?
- I-70 Coalition?
- ??

3. Corridor Organizational Structure

- Chain Station Annual Meeting
- Sustainability Success Tracking
- County Coordination Meetings

Corridor Team Agenda Items

Check back with original goals for CT and CSS

Working Group Products (to date)

- Aesthetic
- Historic
- SWEEP

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 Website Preview .
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 Upcoming Efforts .
 Working Groups .
 Collaborative Effort Meeting¶
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 CDOT Project Number 15613 CMS 07-028 CDOT Code 15954.10.50 .
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 Tuesday, November 18, 2008¶
 1:30 p.m. to 3:30 p.m.¶
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 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 .
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Amy Kennedy/HDR
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Issues with the I-70 CSS project contract amendments 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" component 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 CDOT's 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. have been resolved and the new task orders will see us through 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.**

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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that will be included on the Guidance website. The next Sustainability Working Group meeting is April 28th.

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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.

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

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 to find project related the informationn needed. 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. The website will be a great help in standardizing the way projects are done throughout the I-70 corridor.

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

An interactive corridor map will show sarea 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 is become a requirement for the individual pProject’s PLT to to insure all staff have reviewed the map. **Sharleen BakenmanBakeman 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 Maintenance Sstaff will be included in the soft launch.

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 would 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”.

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The group agreed the PLT should meet monthly in April and May and then change to meeting every other month. Loretta LaRiviere will send out Outlook notices to get the meetings on everyone’s schedule.

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April 28th Tuesday, January 20th

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

Tuesday, March 31, 2009

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

AGENDA

Project Status and Schedule

***Coordination and Support of the PEIS
 PEIS PLT Feedback to improve to the CSS process***

***Corridor Team Meeting
 August 28, 2009***

Website Preview

Upcoming Efforts

Working Groups

Collaborative Effort

**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

***I-70 CSS
 Project Leadership Team Meeting
 CDOT Project Number 15613 CMS 07-028 CDOT Code
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Tuesday, November 18, 2008

1:30 p.m. to 3:30 p.m.

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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.