



## **Intermountain Transportation Planning Region (IMTPR) Commission Meeting**

April 19, 2024

10:00am-2:00pm

Gypsum Town Hall, Council Chambers Room  
50 Lundgren Blvd.  
Gypsum, CO

WIFI Network: TOG-Guest  
WIFI Password: togguest

Join by [Zoom](#)

Meeting ID: 895 8336 7036

Passcode: 446149

Call in: +1-719-359-4580 US

**10:00am: Coffee**

**10:15am: Welcome/Roll Call/Quorum (Brian Pettet)**

**10:20am: Overview of the Day (Brian Pettet)**

**10:25am: Public Comments (Brian Pettet)**

**10:30am: IMTPR Voting (Brian Pettet)**

- All highlighted items in the IGA and Bylaws templates need opinions
- Discuss and decide on quorum number
- Discuss and decide on voting procedure
- Vote on primary and secondary representatives for each jurisdiction
- Agenda items are due to Dana by the Wednesday prior to the meeting packets going out

**11:10am: Approve IGA and Bylaws (All, vote)**

**11:15am: West Vail Pass Project Update (CDOT Resident Engineer)**



**11:30am: Lunch/Partner Updates (All)**

**12:00pm: Presentation: TPR 101 with CDOT in Simple Terms (Mark Rogers)**

- Purpose of TPRs
- The Transportation Planning Process
- Project Rankings
- IMTPR priorities and alignment with Region 3 priorities
- The relationship between cities/counties
- How it all fits together

**12:30pm: Q&A on TPRs**

**12:40pm: IMTPR Strategy Session (Meredith Greene)**

-Purpose Statement (based on CDOT legislation) review  
*The Intermountain Transportation Planning Region Commission (IMTPR) is a collaborative of local jurisdictions from Summit, Eagle, Garfield, Lake, and Pitkin counties that work in conjunction with CDOT to develop a regional transportation plan to be included as part of CDOT's state-wide transportation plan. The IMTPR works to identify regional plan recommendations and priority projects that include transportation services, facilities, multimodal alternatives, safety, and fiscal needs that best align with available funds from CDOT. The IMTPR also considers expected environmental, social, and economic impacts of the transportation plan recommendations to provide for the transportation and environmental needs of the area in a safe and efficient manner.*

- What are our goals for project prioritization
- How do we build on the themes of the most recent plan and be flexible with emerging themes?
- What are the expectations and norms of the group?

**1:55pm: Action Items/Next Steps (Brian Pettet)**

**2:00pm: Closing (Brian Pettet)**

**Intermountain Regional Planning  
Commission (RPC), representing the  
Intermountain Transportation  
Planning Region (IMTPR)**

**Regional Planning Commission  
Bylaws**

Approved [add date]

**Article I. Name**

The name of this organization shall be the **Intermountain Regional Planning Commission (RPC)**.

**Article II. Organization**

The Commission shall be governed by the Intermountain Regional Planning Commission (RPC) Intergovernmental Agreement, the policies and guidelines set forth in these bylaws, and all applicable state and federal laws and regulations. The area served by the Commission is the Intermountain Transportation Planning Region (TPR), as designated by the Colorado Department of Transportation (CDOT) in Planning Rules (2 CCR 601-22).

**Article III. Purpose**

The Commission shall promote regional transportation planning, cooperation, and coordination among federal and state government, local or special-purpose governments, and transportation stakeholders within the TPR, and will:

- A. Provide a forum to identify, study, and recommend solutions to TPR transportation concerns.
- B. Develop and formalize policies involving TPR transportation planning and coordination of federal and state funding assistance.
- C. Serve as a vehicle for the collection and exchange of transportation information and expertise.
- D. Develop and approve TPR transportation plans in accordance with relevant federal, state, and local laws, regulations, and policies.
- E. Encourage action and implementation of regional plans and policies for transportation improvement by local, state, and federal agencies.
- F. Maintain a TPR Contact List that includes RPC members, all general and relevant special-purpose local governments, and private or public organizations and individuals with an expressed or implied stakeholder interest in transportation planning.

**Article II. Membership**

A. The members of the Commission shall include the Colorado Department of Transportation, each Transit Authority within the TPR, and those county and municipal governmental entities located within the TPR boundaries that have completed an IGA Certificate of Participation, which include:

1. Town
2. City
3. County

B. The Commission may impose conditions upon such membership as it deems necessary to preserve the structure and integrity of the Commission, including, but not limited to requiring financial support for its continued operation.

B. Any member may withdraw from the Commission upon giving not less than 60 days advance written notice. Such notice shall be delivered to the Chair of the Commission. No such withdrawal shall serve to excuse the payment of any sums or performance of any obligations agreed to be paid or performed prior to the giving of such notice, or the payment of any sums for services actually performed during the 60-day period of notice.

### **Article III. Representation**

A. The business of the Commission shall be conducted by representatives of its members, determined as follows:

1. One (1) representative or a designated alternate, respectively, of each county and each municipal member, and each Transit Authority within the TPR. The Governing body of any member organization may appoint, at their discretion, voting and alternate voting representatives to the Commission. Members shall appoint representation from their governing bodies or from staff.
2. The Regional Transportation Director of CDOT Engineering Region 3, or their designee.
3. Voting memberships may be granted to state or federal entities at the discretion of the Commission. Such memberships shall not be conditioned upon contribution to the Commission and may be terminated by the Commission at its discretion.

B. Non-voting participation may be granted to any public or private entity involved in transportation [or air quality] with conditions for such participation to be determined by the Commission. The Commission may terminate such participation at its discretion.

C. Each representative serving on the Commission shall serve at the direction of the entity the member represents. Vacancies occurring on the Commission shall be filled in the same manner as is provided for in the original designations.

### **Article IV. Officers**

A. The officers of the Commission shall consist of a Chair and a Vice Chair.

B. Each officer shall serve a term of two years. Nominations and elections shall be held at the first meeting of the calendar year.

- C. Vacancies in any office shall be filled by a majority vote of the Commission.
- D. The duties of the officers shall be as follows:
  - 1. The Chair shall preside at all meetings of the Commission. The Chair shall be a voting member.
  - 2. The Vice Chair shall serve in the absence of the Chair and shall assist the Chair and perform such other duties as may be assigned by the Commission.
  - 3. The Chair will represent the Commission on the Statewide Transportation Advisory Committee (STAC) to review regional and statewide transportation plans, amendments, and updates, and to advise CDOT on the needs of transportation systems in Colorado. The Commission shall annually designate the Vice Chair to represent the Commission in the event the Chair cannot attend a STAC meeting.

#### **Article V. Meetings, Voting, and Quorum**

- A. The Commission shall meet on an at least quarterly basis, at a time and place set forth in the minutes and posted on the TPR website.
- B. The Chair may call a special meeting outside of the regular meeting schedule with seven days' notice provided to the Commission and the public.
- C. All meetings of the Commission and its committees are open to the public. The public is welcome at meetings and may express their opinions at such times as designated by the agenda or when recognized by the Chair. All meetings are subject to the Colorado Open Meetings Law, C.R.S. § 24-6-401 et seq.
- D. Each member of the Commission shall carry one (1) vote, either in person or via email.
- E. xx voting members of the TPR membership must be present to constitute a quorum to conduct official business.
- F. Voting shall be conducted among only those in attendance at a meeting. No proxies allowed.
- G. In a situation where an IMRPC decision is desired on a non-controversial topic or question, the decision-making process may be conducted through an email among all voting members or at a regular meeting to determine if there is any opposition to the proposed direction. If there is opposition, the issue must be brought to an advertised meeting for formal consideration. If no opposition is communicated, within a reasonable and set amount of time, the proposed direction will be deemed approved.

#### **Article VI. Committees**

The Commission may establish working committees as necessary and shall provide for the appointment of the membership of said memberships.

#### **Article VII. Administration and Finance**

The Northwest Colorado Council of Governments shall provide administrative support of the Commission's business and its duties as Administrator are as outlined in an MOA executed by the Commission Chair. The Chair and the Commission Administrator shall be responsible to make meeting agendas and meeting minutes available to the public by posting

them on the Commission website and making them available to CDOT for posting on CDOT's planning website. The agenda should include a set time to receive public comment.

**Article VIII. Conflicts of Interest**

Whenever a member has cause to believe that a matter to be voted upon would involve the member in a conflict of interest, the member shall announce the conflict of interest and abstain from voting on such matter.

**Article IX. Amendment**

These Bylaws may be amended by an affirmative vote of a majority of the representatives present and voting according to the vote system described in Article V at any regular meeting of the Commission, provided at least 30 days' written notice of the proposed amendment has been provided to the members.

INTERGOVERNMENTAL AGREEMENT FOR A  
REGIONAL PLANNING COMMISSION FOR TRANSPORTATION PLANNING  
Intermountain Regional Planning Commission (RPC), representing the Intermountain  
Transportation Planning Region (IMTPR)

THIS AGREEMENT made this [enter date that TPR finalizes this IGA template], by and among the  
following local governments in the Intermountain Transportation Planning Region:

Eagle County  
Town of Avon  
Town of Eagle  
Town of Gypsum  
Town of Minturn  
Town of Red Cliff  
Town of Vail

Garfield County  
Town of Carbondale  
City of Glenwood Springs  
Town of New Castle  
Town of Parachute  
City of Rifle  
Town of Silt

Lake County  
City of Leadville

Pitkin County  
City of Aspen  
Town of Basalt  
Town of Snowmass Village

Summit County  
Town of Blue River  
Town of Breckenridge  
Town of Dillon  
Town of Frisco  
Town of Keystone  
Town of Montezuma  
Town of Silverthorne

Roaring Fork Transportation Authority (RFTA)  
Eagle Valley Transportation Authority (ECO)

Participation in this agreement by each aforementioned party is made only upon execution of a  
Certificate of Participation.

This Agreement is thereby executed in multiple Certificates of Participation, each of which shall  
constitute an original, but all of which, taken together, shall constitute the same document.

WHEREAS, the parties to this Agreement have the authority pursuant to Article XIV, Section 18 of the Colorado Constitution and Section 29-1-201, et seq., Colorado Revised Statutes, to enter into intergovernmental agreements for the purpose of providing any service or performing any function which they can perform individually, and;

WHEREAS, Section 43-1-1101 C.R.S. recognizes Regional Planning Commissions as the proper forum for transportation planning, and;

WHEREAS, Section 43-1-1102(5) C.R.S. requires that Regional Planning Commissions formed for the purpose of transportation planning must be formed pursuant to Section 30-28-105 C.R.S., and;

WHEREAS, the parties to this Agreement desire to cooperate in developing and maintaining a long range Regional Transportation Plan, the purpose of which is to identify the mobility needs of the Intermountain Transportation Planning Region, and prepare a plan for addressing the needs, and;

WHEREAS, Section 43-1-1103 C.R.S. requires that any Regional Planning Commission formed for the purpose of transportation planning is responsible for regional transportation planning for said region, and;

WHEREAS, the Intermountain Transportation Planning Region, consisting of the areas within the counties of Eagle, Garfield, Lake, Pitkin, and Summit was designated in the Rules Governing Statewide Transportation Planning Process and Transportation Planning Regions (2 CCR 601-22) as adopted by the Transportation Commission of Colorado and effective [insert date of adoption by the TPR], and;

WHEREAS, the parties to this Agreement are governing bodies or officials having charge of public improvements within their jurisdictions in the Intermountain Transportation Planning Region.

NOW, THEREFORE, the parties hereby mutually agree as follows:

1. Designation of Regional Planning Commission. The parties to this Agreement shall have one representative each on the Regional Planning Commission for the Intermountain Transportation Planning Region.
2. Responsibilities of Regional Planning Commission. The Regional Planning Commission shall be responsible, in cooperation with the state and other governmental agencies, for carrying out necessary continuing, cooperative, and comprehensive transportation planning for the Intermountain Transportation Planning Region; for creating, amending, and updating Regional Transportation Plans pursuant to all applicable federal and state laws and rules or regulations including public participation provisions; for recommending the priority for any transportation improvements planned for the region; and for participating in the State Transportation Improvement Program development process. The Regional Planning Commission shall keep records of its resolutions, transactions, contractual undertakings, findings, and determinations, which shall be public records.
3. Chairperson and Officers. The Regional Planning Commission shall elect its Chairperson and Vice Chairperson, whose terms shall be two years, with eligibility for reelection. The Chairperson, or the



Vice Chairperson, shall be the representative of the Intermountain Transportation Planning Region on the State Transportation Advisory Committee (STAC).

4. Contracting. The Regional Planning Commission may, with the consent of the parties to this Agreement, contract the services of other eligible individuals or entities to carry out all or any portion of the responsibilities assumed by the Regional Planning Commission under this Agreement.

5. Distribution of state or federal funds. The Regional Planning Commission may, through contracts or Memoranda of Agreement, receive and expend state or federal funds designated for regional transportation planning.

6. Meetings must be held at least quarterly and shall be open to the public. Notice of the meeting shall be provided to its members and Contact List and posted on the TPR website no less than one week prior to the meeting. If the meeting provides a virtual option, the meeting link will be included in the public notice.

7. Quorum and Voting. Each member is entitled to one vote, either in person or via email. A quorum is required and shall be as determined by the Bylaws of the Commission.

8. Meeting Minutes and Agendas. The Commission is responsible for recording minutes of its meetings and posting them publicly on its website. The Commission's Administrator and Chairperson are responsible for creating the meeting agenda. The meeting agenda shall be posted on the Commission's website and distributed to members and interested parties on its TPR Contact List.

9. Terms of this Agreement. This Agreement shall remain in full force and effect for so long as the parties to this Agreement consider necessary to complete and maintain Regional Transportation Plans for the Intermountain Transportation Planning Region and for periodic updates or amendments as may be required. Any party to this Agreement may, however, terminate its participation in this Agreement six months after providing written notice of such termination to the other parties of this Agreement. This Agreement may be terminated at any time by agreement of all parties to this Agreement unless a grant contract is in effect with the State. In this case, the State must approve such termination and arrangements for completing the project.

10. Modification and Changes. The terms of this Agreement may be modified at any time by agreement of all parties to this Agreement.

CERTIFICATE OF PARTICIPATION  
IN THE INTERGOVERNMENTAL AGREEMENT FOR  
A REGIONAL PLANNING COMMISSION FOR TRANSPORTATION PLANNING

Intermountain Transportation Planning Region (IMTPR)

THIS is to certify that [Entity or Official's Name] has agreed to participate in this Intergovernmental Agreement for the Intermountain Regional Planning Commission.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day first written above on page 1.

[Name, Title] [Entity Name]

ATTEST:

Date:

[Name, Title]

Seal:

Date:



## Intermountain Transportation Planning Region

February 12, 2024

The Honorable Pete Buttigieg  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Ave, SE  
Washington, DC 20590

RE: Support for: Town of Eagle's Grand Avenue Multimodal Reconstruction Project -  
RAISE 2024

Dear Secretary Buttigieg,

As Chair of the Intermountain Transportation Planning Region (IMTPR), I write to express support for the Town of Eagle's Grand Avenue Multimodal Reconstruction Project as they pursue federal funding for through the 2024 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant program. The improvements of this project will advance regional and statewide resiliency, mobility, and connectivity to and through rural communities along Interstate 70 (I-70) and Western Colorado.

The vision of the Intermountain TPR is to be a region composed of physically distinct, unique, diverse communities interconnected by a multimodal transportation network that promotes preservation of the unique character of each community through open-space buffering, while providing economic, cultural, environmental, and outdoor recreational benefits.

The Grand Avenue Multimodal Corridor Project is vital to the Eagle Valley Transit Authority's multimodal transit system. As a crucial link to the I-70 arterial, it ensures seamless transportation to and from Eagle County Airport. This essential corridor connects the towns of Gypsum and Eagle and provides vital access to economic job centers in Vail, Avon, and Beaver Creek Ski Resorts. Given the integral role of these entities in the global economics of Eagle County and the State of Colorado, the

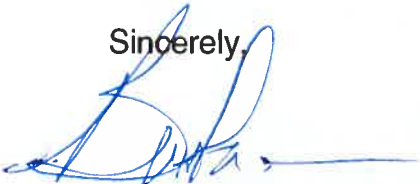
enhancement of the Grand Avenue Multimodal Corridor is imperative to support the daily commute of the workforce and guest visitors to the world-famous Vail and Beaver Creek Ski Resorts. The envisioned corridor is poised to offer efficient multimodal transit services, benefiting pedestrians, cyclists, public transit users, and motorists alike, thereby emphasizing the creation of safe streets for all users.

Beyond its local impact, this project holds regional significance by substantially improving multimodal transportation. IMTPR members identified 'reducing congestion, increasing transit and bike and pedestrian options, and improving pavement conditions' as the issues that matter most in the 2040 Regional Transit Plan. The proposed enhancements will benefit the town of Eagle and extend their positive influence on Eagle County and surrounding towns and communities. The documented need for this project within the Town of Eagle, spanning several years, underscores its importance and relevance.

We believe that the RAISE grant will be pivotal in advancing this crucial infrastructure project, benefiting the town of Eagle and contributing significantly to the broader state of Colorado. Your thoughtful consideration and approval of this application would be instrumental in realizing these essential improvements.

Thank you for your attention to this matter, and we remain optimistic about the positive impact the Grand Avenue Multimodal Reconstruction Project can have on our local and regional communities.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brian Pettet', with a horizontal line extending to the right from the end of the signature.

Brian Pettet

Chair, Intermountain Transportation Planning Region (IMTPR)



March 25, 2024

Senator Michael Bennet  
261 Russell Senate Office Building  
Washington, DC 20510

Senator John Hickenlooper  
374 Russell Senate Office Building  
Washington, DC 20510

**Subject: Request Support for the Town of Minturn's Main Street Bike/Pedestrian Extension**

Dear Senator Bennet and Senator Hickenlooper,

As Chair of the Intermountain Transportation Planning Region (IMTPR), I write to express my strong support of the Intermountain Transportation Planning Region (IMTPR), I write through the Member directed spending process for the Town of Minturn's "*Main Street Bike/Pedestrian Extension Project*." The Town of Minturn will utilize Congressionally directed DOT funds to complete the next segment of the Main Street Bicycle and Pedestrian Extension project to close the gap in pedestrian and bicycle infrastructure along its Main Street (U.S. Route 24). Main Street runs the length of Minturn and serves as its commercial and civic corridor as well as the Town's main transportation arterial.

The vision of the Intermountain TPR is to be a region composed of physically distinct, unique, diverse communities interconnected by a multimodal transportation network that promotes preservation of the unique character of each community through open-space buffering, while providing economic, cultural, environmental, and outdoor recreational benefits.

We understand that both the United States Senate will be accepting requests for funding to support priority projects within their states. As such, we urge you to consider *Main Street Bike/Pedestrian Extension* a top priority for U.S. Department of Transportation (DOT), Highway Infrastructure Initiative funding in FY2025 Appropriations legislation. The IMTPR supports this DOT project because it will facilitate safe access by cyclists and pedestrians and improve mobility for residents of all incomes, ages, and abilities; it will enhance safety and create safe routes to school, improve mobility and connectivity, and spur economic development and revitalization in Minturn. The existing configuration of US24 does not provide adequate accommodations for all roadway users and this project will establish safe pedestrian/bike facilities along Minturn's Main Street.

Beyond its local impact, this project holds regional significance by substantially improving multimodal transportation. IMTPR members identified 'reducing congestion, increasing transit



and bike and pedestrian options, and improving pavement conditions' as the issues that matter most in the 2040 Regional Transit Plan. The proposed enhancements will benefit the town of Eagle and extend their positive influence on Eagle County and surrounding towns and communities. The documented need for this project within the Town of Minturn, spanning several years, underscores its importance and relevance.

Thank you for your consideration of the *Main Street Bike/Pedestrian Extension Project*, and continued support of our mountain communities' priority projects.

Sincerely,

Brian Pettet  
Chair, IMTPR  
Pitkin County



March 25, 2024

The Honorable John Hickenlooper  
Byron Rogers Federal Building  
1961 Stout Street, Suite 12-300  
Denver, CO 80294

Dear Senator Hickenlooper,

On behalf of the Intermountain Transportation Planning Region (IMTPR), I am writing to express support for the Town of Parachute's project to reconstruct 1st St. / U.S. 6. With the use of Multimodal Options Fund (MMOF) grant dollars, the IMTPR assisted in financing the feasibility study and conceptual design for the 1st St. / U.S. 6 reconstruction project. These funds were instrumental in laying the groundwork for this essential initiative.

The design incorporates several multimodal elements aimed at calming traffic and enhancing pedestrian safety. The IMTPR values these forward-thinking approaches to transportation planning, as they not only promote accessibility and safety but also contribute to the overall livability and sustainability of our communities.

In conclusion, consider providing your support for the necessary funding through the CDS process to support the Town of Parachute's project to reconstruct 1st St. / U.S. 6. This investment will not only address critical infrastructure needs but also foster economic growth, improve walkability, and enhance the quality of life for residents and visitors alike.

Thank you for your attention to this matter. Should you require any further information or assistance, please do not hesitate to contact me.

Sincerely,

Brian Pettet  
IMTPR Chair  
Pitkin County



March 25, 2024

The Honorable Michael Bennet  
Cesar E. Chavez Memorial Building  
1244 Speer Boulevard  
Denver, CO 80204

Dear Senator Bennet,

On behalf of the Intermountain Transportation Planning Region (IMTPR), I am writing to express support for the Town of Parachute's project to reconstruct 1st St. / U.S. 6. With the use of Multimodal Options Fund (MMOF) grant dollars, the IMTPR assisted in financing the feasibility study and conceptual design for the 1st St. / U.S. 6 reconstruction project. These funds were instrumental in laying the groundwork for this essential initiative.

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In conclusion, consider providing your support for the necessary funding through the CDS process to support the Town of Parachute's project to reconstruct 1st St. / U.S. 6. This investment will not only address critical infrastructure needs but also foster economic growth, improve walkability, and enhance the quality of life for residents and visitors alike.

Thank you for your attention to this matter. Should you require any further information or assistance, please do not hesitate to contact me.

Sincerely,

Brian Pettet  
IMTPR Chair  
Pitkin County