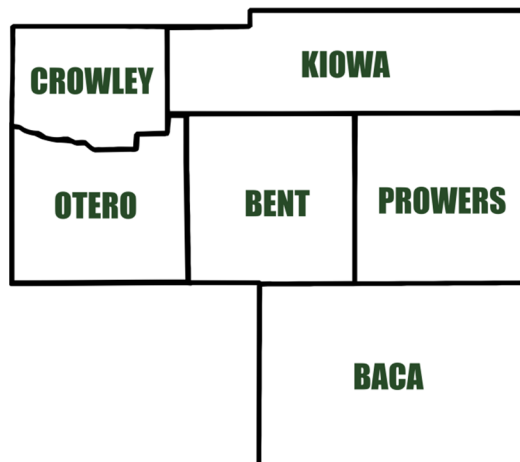




# **SOUTHEAST TRANSPORTATION PLANNING**

**SECED Office  
Lamar, CO**



**APRIL 24, 2024**

Southeast Transportation Planning Region / SECED, Inc.

Meeting Agenda

April 24, 2024

10:00 am-12:00 pm

Join this event via Zoom (see official email invite)

<https://us02web.zoom.us/j/88363856486?pwd=RU5UWDdCOVFIOTF0UmZUTHFGQ045UT09>

Meeting ID: 883 6385 6486 Passcode: 048469

Phone Call-in information: 1-719-359-4580 Meeting & Passcode are same as above

1. Administrative – Minutes
  - Call to Order & Roll Call
  - Changes/Additions to Agenda
  - Review/Discussion – January 24, 2024 Meeting Minutes
    - **Action Item:** Approve January, 2024 minutes
2. Chair / STAC Rep/Local CDOT Reps Reports (Informational)
  - Local Lamar/La Junta CDOT Offices – Projects Progress Updates-SE Colorado (Baca, Bent, Crowley, Kiowa, Otero, and Prowers)
  - Ports to Plains – Mike Duffy
  - Regional Coordinating Council & Mobility Manager/Facilitator report
3. Transportation Planning
  - Legislative Update/TPR Boundary Update
  - CDOT Project Updates
  - CDOT Local Agency Project Updates
  - Transit Updates
  - Maintenance Updates
  - HQ CDOT Updates
  - Planning Updates
    - County Meetings
  - TC Update
  - Questions/Comments – SE Transportation Planning Region Members
4. Administrative Discussions & Approval
  - Discussion: Review and present the Bylaws and the IGA for the formation of the RPC to Counties/Municipalities for consideration
    - **Action Item:** Consider approval of the SETPR Bylaws
    - **Action Item:** Consider the RPC IGA document to be forwarded to counties/municipalities for approvals
  - Discussion: Announce Thriving Communities Award
5. Next Meeting – Date, Time, Topics?

Adjourn

Please note: Items on this agenda are subject to change (additions/deletions)

# MINUTES

**MINUTES  
SOUTHEAST TPR  
SECED OFFICE  
LAMAR, COLORADO  
JANUARY 24, 2024**

**CALL TO ORDER**

Meeting called to order by Chair, Stephanie Gonzales at 10:03 a.m.

**ROLL CALL**

Representatives attending included:

**In Person:** Stephanie Gonzales – SECED Executive Director and SE Transportation Planning Region Chair, Rick Butler (Baca County), Spike Ausmus (Baca County), Shiloh Freed (Baca County), Mike Lening (Kiowa County), Butch Robertson (Kiowa County), Ron Cook (Prowers County), Charity Markus (SETran), Cindy McCloud (KCEDF), Roger Graham (CDOT-RE Lamar), Neil Mauch (CDOT Maintenance-Lamar), Lex Nichols (Otero County Public Works), Mike Asbury (La Junta), Jeff VanMatre (CDOT R2 Maint), Lachelle Davis (CDOT Local Agency-Region 2), Geoffrey Guthrie (CDOT Region 2-Transit Liaison), Jennifer Sparks (CDOT South Program Engineer), Lindsey Jaquez (CDOT), Kathleen Collins (CDOT HQ Statewide Planning), Matt Jagow (CDOT Region 2), Ajin Hu (FHWA), Mike Duffy (Ports to Plains Alliance), Patrick Vigil (CDOT Local Engineer), Rob Frei (CDOT R2),

**Online:** Wendy Buxton-Andrade (Prowers County), Don Scanga (CDOT Local Agency-Region 2), Shane Ferguson (Region 2 Director), Jamie Grim (CDOT OPGR), Terry Hart (TC District 10), Crystal Armendariz (Local Government CDOT HQ), Justin Snyder (CDOT HQ), Robin Bardmesser (CDOT HQ), Spencer York (CDOT HQ) and Kacey Dykes (CDOT).

**ADMINISTRATIVE – MINUTES**

The minutes of October 25, 2023 were reviewed. A few corrections were noted and made – change CMOS to signal replacement, and national SOFA rodeo to snow plow rodeo. Spike made motion to approve the minutes and it was seconded by Ron. Voted on and approved.

**CHAIR / STAC REP REPORT – INFORMATIONAL**

Local Project Progress Updates

Lachelle Davis reported on the current multimodal projects that are in progress. The current projects include the Regional Bus Stops (in progress), Lamar Pedestrian Bridge (complete), Granada Sidewalks (RFP for design), Bent County Sidewalks (IGA completed and RFP being drafted), La Junta Arroyo Trail Construction (complete), Lamar Sidewalks (Draft IGA).

The following is a list of projects that are in progress, starting or getting ready to start around the region. Roger Graham and Patrick Vigil from CDOT Local Office and Jennifer Sparks CDOT R2 office reported the following:

- 21191 Resurfacing job on Hwy 207 and 266 has been completed.
- 22389 SH 96 resurfacing had a mill and fill and a failed section that has been fixed and is now in closeout.
- 23698 Concrete Panel replacement job between Springfield and Campo is completed.
- 24193 Hwy 93 Eads to Sheridan Lake is completed.
- 24198 Hwy 194 Surface Treatment by Las Animas is very near completion. Signs are on order for that project and will be back up soon.
- 20909 Main Street project in Lamar – Punchlist items to rework a few issues. Will be completed in the next few weeks.
- 21400 SH 109 Bridge repair – very close to being completed.
- 20907 Hwy 385 Realignment north of Granada – Box is installed, and back fill completed. Working on the sub-grade. Anticipated paving will occur in a few weeks. Strong possibility to include extension effort to include repair to structure K27A which is almost to SH 96 or 20 miles north on SH 385, which is already a failing structure that is only going to get worse.
- 20912 SH 50 at Swink drainage improvements project includes a box culvert and drainage work on southside of Hwy 50. Hopefully completed in March.

- 23558 Regional bridge bundle projects being replaced on Hwy 350. 5 of 9 structures are substantially completed. Working on the other 4 structures now. And hoping to have those completed as well in the spring.
- 25924 Las Animas resurfacing – Hwy 50 through Las Animas – Bids higher than expected. Hope to award – Pending / hoping to start in late March.
- 25542 SH 160 Resurfacing Kim to Pritchett – Low bidder so is in progress –March/April Start to wrap up in September.
- 24703 US 350 resurfacing project from MM 46.7 to MM 63.7 is in design and hoping to go to bid in November of this year.
- 22225 Passing lanes project – grant application is pending however was just notified that it was not awarded Infra funding.
- 25974 Southeast timber retrofit project – sister beaming – 15 structures – goes to bid next month and will be in construction this spring/summer.
- 25538 Hwy 71 – Passing Lane project Arkansas River and County Road C surveying is complete and is in design phase. Field Inspection Review (FIR) meeting tomorrow
- 25921 Two bridges over Las Animas – working through design and surveying – hoping to advertise at end of summer and start construction in the fall.

**Traffic Update:** Matt Jagow reported the following progress on traffic projects:

- 23292 Hwy 50 and 71 intersection project is completed.
- 25539 Intersection improvement in Ordway – scoping in next few months adding a couple of other areas to address in Sugar City and Grant St in La Junta to the project.
- No number to provide is a signal replacement in Lamar at Cedar Street and Maple Street. Survey and design pending with hopes to advertise in February and construction next year.

Charity Markus gave a brief update with the work of the Mobility Manager/Facilitator office. CDL school is going well. Theory and behind the wheel training is going well and being utilized each month. Our regional transit efforts have slowed a bit, but we continue to work on getting our ducks in a row to have a late spring kickoff for the service. Routes to start will be along Hwy 50 east from Las Animas

**Legislative update:**

Jamie from CDOT updated the team on the legislative process related to changes in transportation districts, mentioning that staff recommendations had been submitted to the Transportation Commission and State Legislature in November 2023.

The TC will make the final decision. Staff requested that TC, so the boundaries of the TPRs are decided as part of the Transportation Commission's rules, which are not under the purview of the state legislature. They are decided by TC. And so, what we're doing is we're opening the regulatory rulemaking process. We asked TC permission to do that in January, and they approved that. And we are in the process of filing it with the Secretary of State. So, once the rule change is filed, what we'll do is publish it on our website and then we will get ready for our rulemaking hearings.

Hearings are an opportunity for people to leave formal comments about the recommendations within the rule and the proposed changes to the rule. Our plan is to hold 2 rulemaking hearings the 1st week or 2nd week of March. To stay in line with the schedule given by the Secretary of State. We will be having 2 virtual options, one will be in the afternoon, and one will be in the evening. We're still working on what those dates are, but we will obviously let you all know when they're going to be.

Many of you have already submitted letters. Those letters are included as part of the rulemaking packet. Those are being formally submitted to the Secretary of State. So, if you have already written letters, you don't need to do so again because they are part of the exhibits. But if you would like to submit another one, obviously that's fine. We encourage you to come to the rulemaking hearings and leave a formal comment.

We are happy to talk with you all more about that, but we will let you know once they're scheduled. We should know next week when those are going to be. And then what will happen is after the rulemaking hearings, the TC will go back, and will review public comment, and then decide on whether to leave boundaries as they are, accept staff recommendations, or a 3rd option that I don't think they will do is do something completely different...but they could do that as well.

And hopefully by June we will have a decision on the rule.

### **Local Report**

Stephanie asked Mike Asbury, Lex Nichols and Neill Mauch if they had any further comments or reports for the local area projects.

Mike Asbury reported that a sister beam project had been completed on Hwy 109 between Kim and La Junta. Had great success with that. They've been pouring cracks and just regular winter maintenance, cleaning some ditches, and fighting a little snow and ice.

Lex Nichols commented that the Hwy 350 project there were a few questions but those have been answered. The Hwy 50/Hwy 71 stoplight project went well.

Neill Mauch reported on a few stats that he put together for you the region. So far this winter, they've spent \$477,000 on snow removal, (includes manpower, equipment, and materials), covering about 52,000 miles, which comes out to about \$9/mile. They've cracked for 41,500 pounds of material and spent \$49,000 (includes material manpower equipment). Mowing and weed spraying for approximately 4,000 miles over the summer was approximately 800 hours, with expenditures of \$295,000 which is about \$75. /Mile. They've done patching. Patching about 640 square yards for approximately \$155,000 worth or an average of \$200 a square yard. They have also been doing snow removal. Pouring cracks where they can, sealing roads, and keeping potholes from getting away through the winter.

Jennifer Sparks commented that they did a great job keeping people safe. Recent storms were a big effort, and locals did great dealing with the problems that road closures caused.

### **Transit Update**

Geoff Guthrie updated the group on the activities of the Bustang Outrider for routes and ridership. He pointed out that the data shows ridership is trending a little higher than the year before. It shows its on a good trajectory to continue increasing. There are preliminary conversations in Denver with the folks that run Bustang Outrider hopefully to someday supplement this service. Discussion was held regarding the location of Bustang bus stops and easement problems when a stop is located on private property.

Lindsey Jacquez asked the members to update their information for the distribution list.

Kathleen Collins gave a couple of staff updates: Brian Metzger, who used to work at the Division of Transit and Rail, is back with the Program Reporting and Transparency Office. He was leading Bustang for a brief time, and I believe that Jeff Prillwitz is now overseeing that position right now. Two new interns have been hired at the Multimodal Planning Branch, Robin Bardmesser and Spencer York.

CDOT is in the process in Kathleen's branch of hiring a full-time junior planner and a part-time strategic communications staff member. She stated that there is a requirement to be accessible with all their documents and online documents, and that person is going to help them with some of that work.

She announced Winter Bike to Work Day happening on February 9th, and HQ is having a breakfast station. She inquired if anyone around the region was doing anything to honor that day.

Stephanie asked for a contact name and more information and Kathleen indicated she'd reach out to Annelies van Vonno, who does bike and ped at CDOT, or Phil von Hake, who put out the announcement and does air quality planning for CDOT.

She gave a brief update on the last STAC meeting on January 4th. There was a lot of good conversation including Herman Stockinger's update on the fiber fee structure being passed by the TC. Also, there was a great

presentation of Planning 101 and how the statewide plan will be developed because we have so many new commissioners and on STAC. Both of those entities are getting that same presentation.

There was an asset management overview provided by the performance and asset management branch, an overview of the recently updated freight plan, Shane Ferguson, Region 2 RTD, gave a great presentation on all the major projects happening in Region 2. The STAC work plan schedule is underway. We're trying to figure out what topics that members want to bring to discuss. Feel free to tell Stephanie what you would like to hear at STAC and we can work with Stephanie to figure out what to put on the agenda that you would like to hear.

### **STIP Update**

Geoff Guthrie presented a STIP update request and gave a brief overview of the history of the Region 2 RPP Regional Priority Program funding by reviewing the 9-year plan from 2022 to 2030. He asked for approval of fiscal year 2028 to put a placeholder for \$800,000 RPP funds in fiscal year 28 the US 287 corridor to do safety improvements that are yet to be identified. It has previously been discussed. A brief discussion was held. Rick Butler made the motion to approve, and Donald Oswald seconded. It was voted on approved.

### **FWHA Presentation**

Ajin Hu, with FWHA Colorado Division Grant Program Manager presented opportunities for the region to access grant writers that are now available to the region. There is the IJA \$2 billion initiative for infrastructure, including transportation, water, among other things.

Of the money being allocated, Colorado is going to get \$4 billion over five years. But the \$4 billion is a competitive grant.

Colorado has been doing well as far as getting competitive grants. As of today, Colorado has received about \$340 million. Colorado is doing pretty well as a State as we get about 20% of the entire nation's grant. It is doing well, but the map will show you the vast majority is north and west of Colorado.

Very few in south and east Colorado area. Ajin stressed that is why she was here to provide outreach to southeast and northeast Colorado. Not many applications are being submitted from our region, as finding resources to write grant applications, securing matching funds, and the federal government's reimbursement process is a deterrent to the region to apply. But she gave examples of awards such Denver-Washington Street who got \$14 million, Pueblo who is getting \$17 million, and Alamosa who was awarded \$4.7 million.

She explained further that several programs were available as planning grants to position communities to go after demonstration and implementation grants. Components are in place through SS4A (Safe Streets and Roads for All) and Thriving Communities to name a few. Safety action plans must be part of the design. Ajin provided a slide presentation outlining all of the sources of funding that are available. She reviewed the criteria for applying for an implementation plan, emphasizing safety analysis, publishing, endorsements, and considering all users and highlighted the importance of approval from local official bodies. The conversation concluded with the Ajin providing resources for further information and mentioning a scheduled follow-up with a funded grant navigator.

### **TC Update**

Terry Hart, the Southeast's representative on the Transportation Commission, provided an update on the recent TC meeting, which included budget discussions, a joint project with Region 2 and Region 5, an emergency bridge strike, and an overview of the asset management program and multimodal planning process. The impacts of winter storms on traffic were also acknowledged. The discussion on HB 1101 and its rule-making process was concluded with a Terry stating that a resolution is expected by June 1, 2024. Terry also discussed the fiber issue, specifically the process for negotiating the use of the right of way. Despite legal advice indicating the fee must be based on the actual value of the right of way, a simpler and cheaper process based on a fee was suggested. The TC was not mandated to make any changes but could consider proposals from interested parties. Terry expressed concern over several unresolved questions, particularly regarding the funding mechanism for local governments seeking to extend broadband fiber into unprofitable areas and the fair market value versus the actual cost to the Department of Transportation. Terry discussed the challenges and uncertainties surrounding a new process related to the fiber issue.

As for HB 1101, he expressed concerns about proposed changes in the planning areas including the potential combination of SE and SC TPR areas and the impact on representation. Terry Hart mentioned that maybe the answer is to amend the law limiting the number of TPRs and emphasized the importance of considering need over population when allocating funds. Ron Cook also raised concerns about the

impact of proposed TPR changes on funding in rural Colorado. As a member of STAC, he pointed out that the entire STAC voted to leave the boundaries alone for all three TPRS as it takes away a voice at the table for the most rural areas. He asked if this did not have any impact on the decisions being made? The group ultimately agreed on the need to continue to voice our opinions, gather more information, and ask the TC to make decisions based on the best interest of the state as a whole.

### **Administrative**

#### **Election of Chair and STAC Representatives**

Nominations and election of the Chair and STAC representatives was held. A motion was made by Mike Lening to keep Stephanie as Chair and Ron Cook as the STAC rep. Discussion followed and the final recommendation was that Ron Cook would serve as the STAC rep, Stephanie as the alternate and Stephanie as the TPR Chair. Donald seconded and motion passed.

### **Bylaws and IGAs**

Discussion was held regarding the need to adopt new bylaws as for many years, the TPR has just been operating under the IGAs that were adopted in 1993. This would allow for the creation of a Regional Planning Commission, which would fall in line with the requirements of the Statute that governs TPRs/RPCs.

Stephanie pointed out that it is sometimes very hard to get participation, so therefore, the quorum would be allocated as a 50% of the voting members, as we have a total of 32 members. In addition, it would be the majority vote of those present. The website is being updated to be able to post the minutes for public comment and to encourage public participation. She asked the board to consider the bylaws as the next steps in address our formation should there be a decision to combine the TPRs. Then at least we would have our ducks in a row. If the bylaws are approved, then we can send out the IGAs to each of the member municipalities and counties to update the current IGAs to reflect the new bylaw rules that are specific to the TPR/RPC.

### **Next Meeting**

The next meeting will be held April 24, 2024 at 10:00 a.m. It will be a full slate of meetings for the day with SETran/RCC meeting at 8:30, SETPR at 10:00 a.m., SECOG at 1:00 p.m. and SECED at 2:30 p.m.

With no other business coming before the group, Spike made the motion to adjourn. Rick seconded. Motion passed at 12:04 p.m.

**\*\*Next meeting will be Wednesday, April 24, 2024 at 10:00 a.m. – Noon via Zoom and In-Person\*\***



# **LOCAL REPORTS**



# **TRANSPORTATION PLANNING**

**SE TPR CDOT Project Updates April 2024**

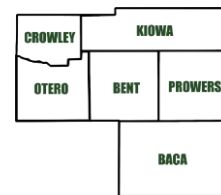
Engineering					
PCN	Description	Scope	Phase	Schedule/Status Update	Approx. Budget
23698	US 287 Concrete Panel Replacements	Replacement of deteriorated concrete panels on US 287 from Oklahoma border to Springfield	Closure	Project completed and in close out process.	\$2.5M
24193	SH 96 Surface Treatment Eads to Sheridan Lake	Overlay of SH 96 from US 287 junction to Sheridan Lake	Closure	Project completed and in close out process.	\$17M
24198	SH 194 Surface Treatment and Drainage Improvements	Overlay of SH 194 from MM 10.1 to 20.1, with drainage improvements at US 50 junction interchange	Closure	Project completed and in close out process.	\$7.6M
20909	US 287A Park Street - South	Full-depth highway reconstruction with concrete paving	Closure	Project completed and in close out process.	\$18.5M
21400	La Junta SH 109 Bridge Repairs	Bridge preventative maintenance repairs to substructure and superstructure	Construction	Nearly completed. Minimal areas for repair remaining.	\$5M
20907	SH 385 Realignment and New Structure	New concrete box culvert on realigned section of SH 385 North of Granada	Construction	All original scope of work completed. Emergency repair of separate structure on US 385 (K-27-A) was added to the project.	\$7.5M
20912	US50 PUEBLO TO KANSAS TEIS/ DRAINAGE	Drainage improvements for existing irrigation ditch along with a concrete box culvert replacement	Closure	Project final walkthrough was held on March 18th. Project has been accepted and is being closed out.	\$2.8M
23558	Region 2 Bridge Bundle Design Build	Multiple structure replacements in Region 2 on US350, CO 9, and US 24.	Construction	Five of the nine structures on US350 are substantially complete. Work continues on structures at MP 10.289, 48.744, 50.58, and 69.82. Planned completion Spring 2024.	\$43M
23592R	US 50 Surface Treatment, Drainage, and ADA Ramps	Asphalt overlay, drainage feature replacements/improvements, and ADA ramp upgrades on US 50 through Las Animas	Construction	Started project at the end of March with drainage pipe, manholes, inlets, and curb ramp work.	\$8.9M
25974	R2 SE Timber Bridge Retrofit	Add sister beams to freight and non-freight corridor timber bridges in various locations.	Construction	Project Awarded to Meyers and Sons Construction. Construction to begin in June.	\$3.8M
25542	SH 160 Surface Treatment, Kim to Pritchett	Overlay of SH 160 from MM 423 to 451	Construction	Project Awarded to Oldcastle Paving. Construction anticipated to begin mid-April.	\$14.8M
24703	US350 MP 46.7 to 63.7 - La Junta to Delhi Rural Paving	Mill and fill with safety improvements	Design	Design in progress. FIR in April 2024. Advertisement in November 2024	\$10.1M
22225	US50B CORRIDOR SE TPR	Passing lane east of Fowler on US 50B	Design	Grant not awarded. Looking at options to improve application for future grant opportunities.	\$5.6M
25538	SH 71 Ordway Passing Lane MP 17-26	10yr Plan Project: Adding ~1 mile passing lane between the Arkansas River and CR C	Design	Design in progress. Planned advertisement September 2024. Construction Spring/Summer 2025	\$6M
25921	US50B Las Animas Str. L-24-A/L-24-D	Major structure repairs to the bridges over the Arkansas River	Design	Design in progress. Planned advertisement in June/July 2024. Construction Fall 2024 - Winter 2025.	-\$8-10M
Traffic					
25539	SH 71 Ordway Intersec Improvements at CRG & SH96	Intersection improvements at both SH71 & SH96 intersections in Ordway.	Design	Collecting Survey. Estimated Project Kick-off/Scoping Summer 2024 Advertise Jan 2025 to March 2025 Construction Spring 2025 - Fall 2025	\$ 1M
26304	FY25 Lamar Signal Replace	Replacement of existing traffic signals at US 50B & Maple St and US 287 & Cedar St (Lamar)	Prelim Plan	Design Phase budgeted & STIP'd. Survey scheduled. Estimate scoping/kick-off Summer 2024. Advertisement Feb/March 2025 Construction Spring/Summer 2025	\$1.3 M

**SE TPR CDOT Local Agency Project Updates April 2024**

PCN	Description	Scope	Phase	Schedule/Status Update	Grant \$
24021	Lamar Bus Stops	Construction and installation of 18 regional transit bus shelters and signage at designated locations in the counties of Baca, Bent, Crowley, Kiowa, Otero and Prowers Counties	D	In design. Preliminary location sent to Spec units. Awaiting FIR date from local	\$364K
24022	Lamar Pedestrian Bridge (Design streetscape and install Ped bridge at Com. College)	Construction and installation of a pedestrian bridge, east side of Hwy 287 crossing the Fort Bent Canal,	C	1212 started, project complete	\$200K
25196	Granada Sidewalk Improvements	Design and construction of sidewalks along both sides of Highway 50, beginning on the west edge of town at Mimms Street to Hoisington Street and from North Main Street from Walnut Street south along both sides to Amache Road with curbs and ADA corner curbs	D	In design. Adding additional funding for unforeseen design elements	\$597K
25198	Bent County Sidewalk Improvements	Design and construction of sidewalks Carson /6 th & 5 th Streets and Moore Ave. in Las Animas, 1 st St., McClave CO	D	Design RFP advertised 3/12	\$313K
25349	La Junta Arroyo Trail Construction	Construction of the La Junta Brick & Tile Trail for off-road facilities to include pedestrians and bicyclists which will include sidewalks and pedestrian bridges.	C	Construction NTP 07/05/23; Pre- Bid 07/10/23; Bid opening 07/31/23; TLM awarded; Construction started 10/16/2023; sidewalk poured; working on ramps and rail; PED-bridges delivery 01/15/2024; Construction complete in Feb 2024; Working through finals	\$1.03M
25940	South Lamar Sidewalk Improvements	Design and construct a shared use path between Lamar High School and Prowers County Fairgrounds, and Lamar Cummunity College on Main Street including signage, sidewalk and safety improvements.	D	Draft IGA sent to local for signature 3/18	\$2.05M
25956	Pritchett Sidewalk Design	Design and Planning for sidewalks in the Town of Pritchett	D	project Created in ZJ08 07/31/2023; MMO Funds; draft docs sent LA; Waiting on draft OLA;	\$100K



# **ADMINISTRATIVE DISCUSSIONS & APPROVALS**



## **ARTICLE I**

### **Name**

The name of this Commission shall be the Southeast Transportation Planning Region (SETPR).

## **ARTICLE II**

### **Organization**

The activities of the Commission shall be governed by the SETPR Intergovernmental Agreement, the policies and guidelines set forth in these bylaws, and all applicable state and federal laws and regulations.

## **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 geographic area defined as the Southeast Transportation Planning Region as designated by the Colorado Department of Transportation (CDOT) in Planning Rules (2 CCR 601-22), and will:

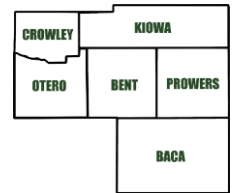
- A. Provide a forum to identify, study, and recommend solutions to regional transportation concerns.
- B. Develop and formalize policies involving TPR transportation planning and coordination of federal and state funding assistance.
- C. Serve as a vehicle for the collection and exchange of transportation 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 all voting and non-voting Commission representatives, 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 IV**

### **Membership**

- A. The participating members of the Commission shall include the Colorado Department of Transportation, no less than one representative of Transit within the TPR, and those incorporated county and municipal government entities located within the TPR boundaries that have completed an IGA Certificate of Participation, which include:
  - Towns: Towns of Campo, Pritchett, Springfield, Two Buttes, Vilas, Walsh, Crowley, Olney Springs, Ordway, Sugar City, Eads, Haswell, Sheridan Lake, Cheraw, Fowler, Manzanola, Rocky Ford, Swink, Granada, Hartman, Holly, Wiley
  - Cities: City of La Junta, Lamar, and Las Animas
  - Counties: Baca, Bent, Crowley, Kiowa, Otero and Prowers Counties
- B. Any special-purpose local government or organization within the TPR may be admitted as a member of the Commission upon the affirmative majority vote of its members.
- C. The Commission may impose conditions upon its members as it deems appropriate and necessary to preserve the structure and integrity of the Commission, including, but not limited to requiring financial support for its continued operation.





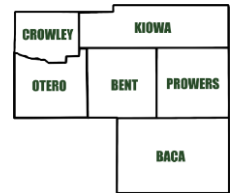
- D. Any member may withdraw from the Commission upon giving not less than 60-days advance written notice. Such notice shall be delivered to the Chair of the Commission. No such withdrawal shall serve to excuse the payment of any sums or performance of any obligations agreed to be paid or performed prior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

**ARTICLE V  
Representation**

- A. The business of the Commission shall be conducted by representatives of its members, determined as follows:
1. One (1) representative and a designated alternate, respectively, of each county and each municipal member of the Commission, and a representative of Transit within the TPR. Each respective counties and municipalities shall appoint representation from their governing bodies or staff. Appointees shall be forwarded to the Executive Director no later than January 20<sup>th</sup> of every calendar year.
  2. One representative of Transit within the TPR. Transit agencies shall collectively discuss and appoint the appointee and shall be forwarded to the Executive Director no later than January 20<sup>th</sup> of every calendar year.
  3. The Regional Transportation Director of CDOT Engineering Region 2 or their designee.
  4. Voting representation may be granted to other state or federal entities at the discretion of the Commission. Such representation 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 membership 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 VI  
Officers**

- A. The officers of the Commission shall consist of a Chair and a Vice Chair.
- B. Each officer shall serve a term of one year. 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 to 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 one or more alternates in the event the Chair cannot attend a STAC meeting.



## **Article VII**

### **Meetings, Voting, and Quorum**

- A. The Commission shall meet on a quarterly basis (January, April, July and October), on the fourth Wednesday of the specified month at 10:00 a.m until noon at the SECED office in Lamar, Colorado. The meeting times will be reflected in the minutes and will be posted on the SECED and SECOG website's transportation link. All meetings will be in-person with a virtual meeting option.
- B. The Chair may call a special meeting, including a virtual meeting if necessary, 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. The Chair, in cooperation with the Executive Director, shall be responsible to make meeting agendas and providing meeting minutes to be made available to the public by distributing them electronically to the TPR Contact List, posting them on the SECED and SECOG website under Transportation link and making a link available to CDOT for posting on CDOT's planning website. The agendas should include a set time to receive public comment on topics not included in the agenda.
- E. Each participating member of the Commission shall carry one (1) vote.
- F. A minimum of 15 voting members of the Commission membership must be present and attending to constitute a quorum to conduct official business. While it is preferred that the quorum consist of at least 50% of the identified membership, we shall define the quorum to be a representation of at least two members of each of the six counties represented made up of one county and one municipal representatives or a combination of two municipal or two county representatives for a total of 12 members, plus the Chair, CDOT representative and transit member.
- G. Voting shall be conducted by persons in attendance either in-person, online, or by proxy, provided that the quorum has been met among those present and online. Voting may be conducted electronically during a special virtual meeting provided that a majority of members in attendance agree to an electronic vote

## **Article VIII Committees**

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

## **Article IX Administration and Finance**

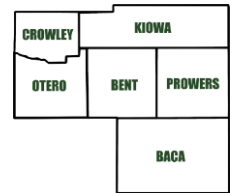
Southeast Colorado Enterprise Development, Inc. (SECED, Inc.) shall provide administrative support and will act as the fiscal agent for the Commission, as per an executed Memorandum of Understanding.

## **Article X 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.



**Southeast  
Transportation Planning Region (SETPR)  
Regional Planning Commission Bylaws**



**Article XI  
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 VII at any regular meeting of the Commission, provided at least 30 days' written notice of the proposed amendment has been provided to the members.

These Bylaws may be amended by 2/3 majority vote of the representatives present in either regular or special session.

Voted on and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

Attest:

\_\_\_\_\_  
Bev Middleton

INTERGOVERNMENTAL AGREEMENT FOR A  
REGIONAL PLANNING COMMISSION FOR TRANSPORTATION PLANNING  
Southeast Transportation Planning Region

THIS AGREEMENT is made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and among the following local governments in the Southeast Transportation Planning Region:

Towns: Towns of Campo, Pritchett, Springfield, Two Buttes, Vilas, Walsh, Crowley, Olney Springs, Ordway, Sugar City, Eads, Haswell, Sheridan Lake, Cheraw, Fowler, Manzanola, Rocky Ford, Swink, Granada, Hartman, Holly, Wiley

Cities: City of La Junta, Lamar, and Las Animas

Counties: Baca, Bent, Crowley, Kiowa, Otero and Prowers Counties

Participation in this agreement by each aforementioned party is made effective 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 Southeast 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 Southeast Transportation Planning Region, consisting of the areas within the counties of Baca, Bent, Crowley, Kiowa, Otero and Prowers, 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 March 21, 2024, and;

WHEREAS, the parties to this Agreement are governing bodies or officials having charge of public improvements within their jurisdictions in Southeast 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 Southeast 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 Southeast 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, whose term shall be one year, with eligibility for reelection. The Chairperson, or their designee, shall be the representative of the Southeast Transportation Planning Region on the Statewide Transportation Advisory Committee (STAC). The Vice Chairperson, shall be the STAC alternate as stated in the Bylaws.
4. Contracting. The Regional Planning Commission may, with the consent of the parties to this Agreement, contract the services of Southeast Colorado Enterprise Development, Inc. 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 shall be held regularly as determined by the Bylaws of the Commission, but shall be held no less than quarterly, and shall be open to the public. Notice of the meetings shall be posted publicly and communicated to Commission members and TPR Contacts no less than one week prior to the meeting. If the meeting provides a virtual option, the meeting link shall be included in the public notice.
  - A. Quorum and Voting. The number of members required to establish a quorum shall be as determined by the Bylaws of the Commission. Each member is entitled to one vote. Voting shall be conducted by persons in attendance either in-person, online, or by proxy, provided that the quorum has been met among those present and online. Voting may be conducted electronically during a special virtual meeting provided that a majority of members in attendance agree to an electronic vote

B. Meeting Minutes and Agendas. The Commission is responsible for recording minutes of TPR meetings and posting them publicly on the SECED and SECOG website under the transportation Link. The Commission shall create an agenda for each meeting to be posted publicly and distributed to members and TPR Contacts prior to the meeting.

7. 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 Southeast 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.

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

