

**Meeting Minutes of the
NORTH FRONT RANGE TRANSPORTATION &
AIR QUALITY PLANNING COUNCIL**

January 8, 2015

6 p.m.

**Fort Collins Community Room
215 N. Mason St.
Fort Collins, CO**

Voting Members

Present

Jan Dowker
Kevin Ross
Jay Schaffer
Gerry Horak
Robb Casseday
Troy Mellon
Paula Cochran
Joan Shaffer
Jordan Jemiola
Don Brookshire
Kathy Gilliland
Sean Conway
Myles Baker

-Berthoud
-Eaton
-Evans
-Fort Collins
-Greeley
-Johnstown
-LaSalle
-Loveland
-Milliken
-Severance
-Trans. Comm
-Weld County
-Windsor

Absent

Mike Silverstein -APCD
Brian Seifried -Garden City
Tom Donnelly -Larimer County
Paul Steinway -Timnath

MPO STAFF:

Terri Blackmore, Becky Karasko, Renae Steffen, Josh Johnson, Mary Warring

IN ATTENDANCE:

Leah Browder, Jared Fiel, Karl Gannon, Myron Hora, Mark Jackson, Dave Klockeman, Janet Lundquist, Suzette Mallette, Bob Massaro, Bob Sakaguchi, Karen Schneiders, Jed Scott, Gary Thomas, Martina Wilkinson.

Chair Conway called the MPO Council meeting to order at 6:00 p.m.

PUBLIC COMMENT:

There was no public comment.

Chair Conway recognized Past Chair, Jan Dowker, for her service and dedication to the MPO and the region as MPO Chair for 2014, previous Vice-Chair of the Executive Committee, Finance Committee Chair and continuing member of the NFRMPO. Dowker was presented with a plaque, flowers, a card and a cake.

Gilliland said how appreciative she was of Dowker’s leadership and that she looked forward to her continuing work with the Statewide Transportation Advisory Committee (STAC).

Dowker thanked the Council.

Council recessed for eight minutes and reconvened at 6:12 p.m.

1. ACCEPTANCE OF THE MEETING AGENDA:

The agenda was accepted as presented.

2. APPROVAL OF THE MINUTES:

The December 4, 2014 Minutes were approved as submitted.

Metropolitan Planning Organization (MPO) Agenda

Chair Conway opened the MPO portion of the meeting.

- 3. Executive Director Report:** Terri Blackmore, Executive Director gave an update to her written report announcing that the in-person interviews had been conducted on January 7th and an offer was being made to a candidate for the final Transportation Planner position. She hoped to hear back within the week and have them in the office by mid-February, at the latest. Then she highlighted that there will be four important US 85 PEL Study meetings in January at which their findings and recommendations will be announced. She also commented that the North Area Transportation Alliance (NATA) meeting had shed light on the overwhelmingly large amount of residential and commercial development expected throughout the area just south along I-25 of the MPO.

ACTION ITEMS:**4. TIP Amendment-Fort Collins TMA-5307, 5310, 5339 Program of Projects- Karl Gannon**

Karl Gannon, City of Fort Collins Financial Coordinator, explained that as part of their compliance effort to receive federal funds, it is necessary to go through a public participation process when developing the Program of Projects for FTA funds. This process includes the encouragement of public comment prior to and at the meeting and having projects outlined for the TAC members, who also play a vital role. The Council's role is to agree to put the projects into the TIP, which is also a federal requirement, prior to receiving funds. He indicated that there had been no public comment at the public hearing earlier in the evening.

Horak moved to approve the FFY 2014 5307, 5310 & 5339 Program of Projects. The motion was seconded and passed unanimously.

5. New Business Process Resolutions – Terri Blackmore

Conway directed the Council to the revised New Business Process Resolutions in the meeting handout packet and asked Council feedback regarding the resolutions.

Horak made a motion to adopt Resolution No. 2015-04 for Taking Action at Any Council Meeting. The motion was seconded and passed unanimously.

Horak moved for the adoption of Resolution No. 2015-02 for Declaring Emergencies, Authorizing Emergency Action, and Review of Emergency Action by the Full Council. The motion was seconded and passed unanimously.

6. Appointment of Committees & STAC Representative/Alternate - Sean Conway

Conway briefly reviewed the charging statements for the formation of a Council Articles of Association Revision Subcommittee. Subcommittee assignments are as follows:

Chair: Troy Mellon
Vice-Chair: Joan Shaffer
Members: Don Brookshire & Jordan Jemiola

Conway briefly reviewed the charging statements for the formation of a Council Standing Finance Committee. Committee assignments are as follows:

Chair: Kevin Ross
Vice-Chair: Jan Dowker
Members: Gerry Horak & Paula Cochran

Casseday moved for the approval of Resolution No. 2015-03 for Establishing the 2015 Committee Membership. The motion was seconded and passed unanimously.

Conway confirmed that this resolution also formalized the appointment of Jan Dowker as STAC Representative and Sean Conway as STAC Alternate. He thanked all of the appointees for serving on their respective committees.

Conway noted that Herman Stockinger was not yet present at the meeting and therefore was unable to give his presentation currently. He reordered the meeting in the interest of time and went forward with the Committee Reports.

COMMITTEE REPORTS:

7. **Transportation Advisory Committee (TAC)** - A written report was provided. Conway announced that Suzette Mallette, Larimer County Transportation Program Manager was the new Vice Chair of the TAC. Mallette introduced herself to the Council and indicated that Eric Bracke would remain the TAC Chair.
8. **Mobility-** Gary Thomas, Larimer County Mobility Council Chair, explained how the LCMC Travel Guide is a tool to help residents get from one location to another using different modes of transit and noted that they are working to get the guide online and potentially, one day, integrated with the bus system. He indicated that they are also working very closely with the Senior Transportation Coalition, as well as other local organizations, on feasible planning for senior transportation when the demand for transportation exceeds the capacity of all the currently available systems, citing that there are nearly 78M senior citizens currently in the US. He presumes that he will be bringing transportation recommendations for this region to the Council in the fairly-near future.

PRESENTATION:

9. **TIGER Process- Herman Stockinger**

Herman Stockinger, Director, CDOT Office of Government Relations, apologized for being late to the meeting and gave the TIGER Grant Program Analysis presentation.

COUNCIL DISCUSSION:

Gilliland asked what the best way to get potential projects noticed was for TIGER applications.

Stockinger suggested taking project ideas to CDOT R4 and STAC representatives.

Conway agreed that regional cooperation is essential.

Stockinger expounded on Conway's point stating that the USDOT had identified one of the main reasons CDOT was not receiving grants was they were uncertain of what their priorities were. They also emphasized the importance of local government partnership.

Gilliland asked how the prioritization worked.

Stockinger replied that every government that is eligible to apply for TIGER can apply for up to three grants, and co-applicant applications have no limit. All submitted projects should be prioritized on a scale of 1-3.

Dowker inquired about the process of getting the application requests in a timely manner to ensure CDOT's response.

Stockinger indicated that he will be in contact with Myron Hora, CDOT R4, in the next few weeks and they will begin the tracking of incoming applications. The applications can be taken to the Transportation Commission only after they receive a Notice of Funding Availability from the feds, probably March. It will be ideal if 6-8 projects, vetted by STAC, have been selected and are ready to submit.

Baker announced that Windsor had been successful in receiving 100% TIGER grant funding for 13 quiet zones in 2014.

Stockinger indicated that was an example of a transit and rail project that fared very well.

Conway thanked Stockinger for his presentation to the Council.

COUNCIL REPORTS:

Transportation Commission: Kathy Gilliland, Transportation Commissioner, District 5, reported the following:

- \$30.2M was approved for Crossroads. She thanked all the communities for sending letters and attending the HPTE.
- CDOT's new Executive Director, Shailen Bhatt, will assume his new role in mid-February. He comes to CDOT from the Delaware DOT.
- Bustang was unveiled at the National Western Stock Show parade on January 8th. The buses are very upscale with exceptional leg room. She hopes to provide all Council members an opportunity to ride the new system before beginning its regular operations in late spring.

CDOT Region 4: Myron Hora, CDOT R4, reported on the following:

- US 287: SH1 to LaPorte Bypass bids came in over budget by more than \$7M. The project will now be repackaged.
- SH 14/Mulberry Bridge project was slightly delayed by weather but is getting back on schedule. The plan is to have it operational with no detours by Thanksgiving.
- US 287 resurfacing from Harmony Road to Prospect Road will begin as soon as weather permits. The intersection at SH392 and US 287 will be kicking off again the second week of January and delays should be expected.

- Harmony Park N' Ride parking management is being worked on in support of the Bustang system that will incorporate fees for long-term stay. This will allow for more open spots for commuters going into the Denver area. Expansion is part of the long-term plan.

Horak added that there are also plans for TransFort to connect at the Harmony Park N' Ride beginning in late January.

Statewide Transportation Advisory Committee (STAC) Report: A written report was provided to the Council. Dowker asked that Council members present any questions or concerns to her, Blackmore or Conway to ensure they are getting the information they need to be able to work regionally and compete at a state level.

North I-25: Conway reported that there had been a good turnout at the North I-25 Coalition (NIC) meeting on January 7th. The Business Coalition has put together funding to help them hold focus groups regarding SB228. They are requesting direction from the NIC before they begin. One suggestion has been to engage with the Congressional Delegation as well as the Colorado State Legislators.

He referenced a white paper titled *Federal Infrastructure Financing Concept Based on the Low Income Housing Tax Credit Program*, which he presented to the NIC and will be sending to the Council. The draft suggests how the tax credit could be applied to generate additional revenue if the concept was allowed to be applied to transportation.

The concept of having freight corridors was also discussed. Freight corridors are determined by having a volume of at least 8000 trucks per day. Sections of North I-25 are currently exceeding that number by at least 500 per day, but are not yet characterized accordingly. No funding mechanism has been identified for the freight corridor concept but he believes there is an opportunity through MAP 21 reauthorization for the NFRMPO to partner with DRCOG, the Upper Front Range, CDOT and Wyoming to remedy this. Communication with the Congressional Delegation will be a significant factor in getting funding for freight corridors identified on North I-25.

Ross asked how traffic and gas use had fluctuated since the recession.

Stockinger replied that Vehicle Miles Traveled (VMT) has remained steady since the recession and gas tax collection last peaked in 2007.

Gilliland suggested that the Council as a whole put together talking points for individual members to use when having their discussions with the legislators to help them understand precisely the need for funding along the corridor.

Shaffer added that it would be helpful if all the federally organized leadership such as MPO's, DRCOG and Upper TPR's, bring their combined knowledge together to present the important issues to the legislators and help advocate for what the bill needs to look like.

Host Council Member Report: Horak thanked Karen Schneiders and Myron Hora from CDOT R4 for delaying some funding from the I-25 Crossroads project to allow some local projects to start in 2017 instead of 2018. He then reported the following:

- The Max bus is becoming very successful especially on the weekends. Buses run until just before midnight.
- TransFort, which currently serves approximately 2,500 riders each day, including CSU students, faculty and others. TransFort has increased service on several routes, some that now run until 10:30 p.m.
- The new \$320M Foothills Mall is projected to be open October 2015.

- The Woodward Governor Corporate Office expansion project just off Mulberry will create 400 jobs in 2016.

Conway thanked Horak and the City of Fort Collins for the meal and for hosting the MPO Council meeting.

Other Council Reports:

Loveland- Shaffer reported that the US 287 Coalition met on January 8th and set goals for 2015. There was discussion regarding the Flex Bus Route possibly being extended into Boulder. CDOT will now have representation at the meetings. She also recognized that Bob Massaro, member of the Loveland Transportation and Advisory Board, was attending the meeting.

Berthoud- Dowker announced that the Annual Chamber of Commerce dinner was on January 9th in Berthoud. She also informed the Council that the Champions of Life Rally 5K Run, Walk or Jog which was hosted by Gold Medalist Paralympians Tyler Carron and Nikko Landeros (graduates of Berthoud High School), members of Team USA's Sled Hockey team, will be held on Sunday, January 18th at Bruce's Bar in Severance. She will email all of the information to the Council.

Evans- Shaffer commented that Mayor Morris was unable to attend the meeting due to some health issues but was hoping to be in attendance at the next meeting.

CDOT R4- Hora introduced Jared Fiel, CDOT Regional Communications Manager to the Council.

Eaton- Ross announced that Eaton was preparing for the groundbreaking for their new Recreation Centre. The new Board of Directors has been sworn in and they are working on their Bonding Issuance process and locking down a contracting company and architect.

LaSalle- Cochran reported that LaSalle was looking forward to hosting the US 85 PEL Study and getting some good discussions going in the meetings.

Milliken- Jemiola commented that Milliken had partnered with the Thompson Rivers Parks and Recreation District to build a new Recreation Center in Milliken.

Windsor- Baker announced that Windsor's Recreation Center is being expanded to include a swimming pool.

Greeley- Casseday reported that the City of Greeley had closed on the property for the new emergency responders' training center being built on 4th Street at 35th Avenue. Weld County purchased a downtown Greeley high-rise building to be used for some of their Weld County offices.

Weld County- Conway elaborated on Weld County's high-rise purchase, signifying it was a seven story building known as the Chase Tower and added it would help the county consolidate a multitude of services and create a long-anticipated judicial complex in downtown Greeley. He is very excited about the acquisition as it should meet the needs of the county for the next two to three decades and bring more than 100 employees into the downtown area. Combining the judicial center with two other newly acquired properties in that area will help complete Weld County's master plan which they believe will greatly compliment work the City of Greeley's DDA has done.

FINAL WRAP-UP:

Final Public Comment: There was no public comment.

EXECUTIVE SESSION:

Mellon moved that the Council enter into an Executive Session Pursuant to Section 24-6-402(4)(f) of the Colorado Revised Statutes for Discussion of a Personnel Matter Involving the Current Year's 360 Evaluation of the MPO's Executive Director and her Potential Salary and Benefits. The motion was seconded and it passed unanimously.

The Council entered into an Executive Session at 7:42 p.m. The Session lasted 40 minutes.

Conway reopened the regular MPO Council meeting.

Conway stated that the Council will give the Executive Director a copy of the full 360 review conducted by Mountain States Employers Council (MSEC). The Council requests that one week prior to the February 5, 2015 Council meeting she provide a written response to the Council regarding her review. The Council will hold an Executive Session at that same meeting to finalize her review.

Shaffer suggested that the Council have a session in the middle of the year with a representative from MSEC to provide guidance on all of the Executive Director Review steps expected in the review process in the coming years.

Conway agreed that the Executive Committee would discuss the review process mid-year and bring their suggestions to the Council for a vote.

Blackmore also requested that the scoring criterion be identified on future surveys to ensure more consistency in the scale.

Conway stated for the record that he was handing Blackmore the complete 360 review with the comments. He also committed to sending her an electronic copy.

Blackmore requested feedback from the Council on specific goals they have for her.

Horak replied they would provide that information to her at the Executive Session at the February 5th Council meeting.

Conway complimented MPO staff on the VanGo Metrics handout and their newsletter *On the Move* and noted that both documents are electronically available on the MPO website www.nfrmpo.org.

Next Month's Agenda Topic Suggestions: There were no suggestions.

The meeting was adjourned at 8:26 PM.

Meeting minutes submitted by: Renae Steffen, MPO Staff