

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

**June 4, 2015  
6 p.m.  
Milliken Town Hall  
1101 Broad Street  
Milliken, CO**

**Voting Members**

**Present**

|                  |                    |
|------------------|--------------------|
| Chris Colclasure | -APCD              |
| John Morris      | -Evans             |
| Bob Overbeck     | -Fort Collins      |
| Robb Casseday    | -Greeley           |
| Tom Donnelly     | -Larimer County    |
| Paula Cochran    | -LaSalle           |
| Joan Shaffer     | -Loveland          |
| Jordan Jemiola   | -Milliken          |
| Paul Steinway    | -Timnath           |
| Kathy Gilliland  | -Trans. Commission |
| Sean Conway      | -Weld County       |
| John Vazquez     | -Windsor           |

**Absent**

|                |              |
|----------------|--------------|
| Jan Dowker     | -Berthoud    |
| Kevin Ross     | -Eaton       |
| Don Brookshire | -Severance   |
| Paul Steinway  | -Timnath     |
| *No member     | -Garden City |

**MPO STAFF:**

Terri Blackmore, Alex Gordon, Becky Karasko, Josh Johnson, Renae Steffen

**IN ATTENDANCE:**

Eric Bracke, Leah Browder, Kent Brown, John Holdren, Myron Hora, Seth Hyberger, Will Jones, Dave Klockeman, Janet Lundquist, Suzette Mallette, Bob Sakaguchi, Gary Thomas, Karen Schneiders, Milt Tokunaga, Nick Wharton, Martina Wilkinson.

Chair Conway called the MPO Council meeting to order at 6:08 p.m.

**PUBLIC COMMENT:**

There was no public comment.

**1. ACCEPTANCE OF THE MEETING AGENDA:**

The agenda was accepted as presented.

**2. APPROVAL OF THE MINUTES:**

The May 7, 2015 Minutes were approved as submitted.

Jordan Jemiola, Milliken Trustee, introduced Milliken's TAC member, Seth Hyberger, Milliken Town Administrator, Kent Brown, and Mayor of Milliken, Milt Tokunaga to the Council.

Tokunaga welcomed the Council to Milliken and reported on the intersection improvements at US 257 and SH 60 as well as the Johnstown/Milliken Trail which is scheduled to be completed by the end of the year. He thanked the MPO for their assistance with the funding for the trail.

### **Lead Planning Agency for Air Quality Agenda**

Chair Conway opened the Air Quality portion of the meeting.

- 3. Air Pollution Control Division Report** – Chris Colclasure, Planning and Policy Program Manager of the Air Pollution Control Division (APCD) briefly reviewed information from the Monthly Report from CDPHE to the NFRT&AQPC May 2015.

### **COUNCIL DISCUSSION:**

Donnelly commended Colclasure and the CDPHE for their letter submitted to the U.S. Environmental Protection Agency (EPA) *State of Colorado Comments, Docket ID EPA-HQ-OAR-2008-0699; FRL-9918-43-OAR*, which was included in the May Council packet and asked him for an update on the proposal.

Colclasure thanked Donnelly, summarized the content of the letter, and indicated the EPA has a deadline under a court-approved consent decree to issue a standard in October. CDPHE is uncertain what the new standard will be but will keep the Council updated.

Conway expressed his appreciation to Colclasure and the CDPHE for their efforts to remedy the situation.

### **Metropolitan Planning Organization (MPO) Agenda**

Chair Conway opened the MPO portion of the meeting.

- 4. Executive Director Report:** Terri Blackmore, Executive Director, reviewed the June 2015 Director's Report and added the following:
  - The Independent Auditor's Report for FY 2014 has been finalized and is posted on the NFRMPO website.
  - Four of the six Triennial Review corrective action documents have been completed and will be sent to FTA next week. The sub recipient procurement and inventory documentation will require a greater time and labor-intensive process, but will be completed and submitted by the September 21<sup>st</sup> and December 31 deadlines respectively.
  - The MPO planning team is seeking opportunities for public outreach in both Windsor and Timnath during the summer months. They will be completing surveys on Regional Transit REcommendation and the Regional Transportation Plan as well as providing outreach materials for Ozone awareon behalf of RAQC.
  - Continued request for contact information, topics and dates to attend and give a presentation to each board or council at their community's regularly scheduled meeting. A sign-up sheet was passed around to the Council members.

### **COMMITTEE REPORTS:**

- 5. Transportation Advisory Committee (TAC)** - A written report was provided.

**CONSENT ITEM:****6. RAQC Memorandum of Agreement- Terri Blackmore**

Blackmore reminded the Council that this agreement formalizes what the MPO's responsibilities are when providing education and outreach for the RAQC as part of the MPO's contract with CDPHE.

*Morris made a motion to approve the Memorandum of Agreement for Coordinating Air Quality and Transportation Planning By and Between the Regional Air Quality Council and the North Front Range Transportation & Air Quality Planning Council. The motion was seconded and it passed unanimously.*

**ACTION ITEM:****Executive Director Evaluation Process- Troy Mellon**

Mellon explained that because there had been multiple occasions where the Executive Director Evaluation had been overlooked in the past, the Articles of Association Committee (Articles Committee) had been assigned the task of formalizing an on-time process. He asked the Council to review the Article XI Staffing and Support Draft and asked if there were any comments.

**COUNCIL DISCUSSION:**

Overbeck questioned why the statement following the asterisk in Article XI (3) (f) was included, indicating it seemed backwards to him that the Executive Director would get a raise if they were not given a review.

Blackmore explained that the recommendation had come from the Colorado Department of Local Affairs (DOLA) because the Council had failed to act in a timely manner, as stated in her contract, for two years in a row. She added that the increase could be changed following an appropriate review process.

Morris asked what type of evaluation process was being determined in Article XI (3) (b) and whether the draft had been reviewed by legal counsel.

Mellon replied that the Executive Committee would be determining which evaluation survey would be used.

Blackmore confirmed that the MPO attorney had reviewed it.

Donnelley expressed his concerns about the current language used because he felt the Council should have more control over salary increases. He requested it be reconsidered, affirming that the principal goal was to not ever need to use this policy, but to give a responsible review with an appropriate raise to the Executive Director of the MPO, both now and in the future.

There was a comprehensive discussion regarding the language used in the Executive Director Evaluation Process section of Article XI-Staffing and Support Draft, specifically concerning the need to define the type of process to be used and how to create a reasonable formula for a salary increase for the Executive Director in the absence of a formal evaluation.

Conway directed the Articles Committee to identify in Article XIV (3) (b) that a "survey" process will be chosen each year and also requested that they craft language for Article XIV (3) (f) that defines the Executive Director's increase in the event the Council fails to take action at a January meeting, at a range which is equivalent to the range approved for staff salary increases in the annual budget for the UPWP of the related year, with an appropriate exceedance rate. He cited that the Council as a whole had agreed to amend the NFRMPO Articles of Association to accommodate this new section. The Articles Committee will provide the Council with the proposed amendment, via email, at least twenty-one (21) days prior to the July 9, 2015 MPO Council meeting. The resolution adopting the amendment will be on the July 9<sup>th</sup> Council meeting agenda as an action item. He also identified that Council members would still have the ability to modify the resolution at the July 9<sup>th</sup> meeting.

Blackmore agreed to have the new draft reviewed by the MPO's legal counsel before it was sent out to the Council members.

### **DISCUSSION ITEMS:**

#### **7. 2040 Regional Transportation Plan Financial Plan – Becky Karasko**

Becky Karasko, Regional Transportation Planning Director, briefly reviewed AIS information and gave the 2040 Regional Transportation Plan (RTP) Financial Plan presentation to the Council.

#### **8. Regional Transit Recommendations- Becky Karasko**

Karasko reviewed the 2040 Regional Transit Element Recommendations AIS and map with the Council.

### **COUNCIL DISCUSSION:**

Shaffer identified that there was not a notation on the presentation documents that identified the monies as being in thousands.

Karasko apologized and indicated that the plan documents in the packet had the appropriate notations. She asked if the Council had any questions, comments or concerns they would like passed on to the TAC.

Conway asked for confirmation that the recommendations only provide future Councils with the opportunity to consider potential mass-transportation connections.

Karasko replied that was correct and added that this recommendation lays a foundation for further studies to be done on the three connections to determine if they may be successful. The MPO staff was asked by staff to present these two items to garner Council's initial reaction to both the Transit recommendation and the financial plan..

Conway thanked Karasko for her presentations.

### **COUNCIL REPORTS:**

**Transportation Commission:** Kathy Gilliland, Transportation Commissioner, District 5, reported that Johnny Olson, had given a very informative presentation at the June 3<sup>rd</sup> I-25 Corridor meeting in which he emphasized plans for the corridor, and potentials for the Presidential resiliency grants. She recommended that Olson give the same presentation to the Council at an upcoming MPO meeting. She also requested that comments made to the media by any Council member either be sanctioned by the MPO Council as a whole, in advance, or be given as a personal statement and not connected to their MPO affiliation.

**CDOT Region 4:** Myron Hora, CDOT R4, thanked Karen Schneiders for providing the status update handouts each month and reviewed the CDOT Project Status Updates (June 4, 2015) handout with the Council.

### **COUNCIL DISCUSSION:**

Gilliland asked Hora to expound on the need to have the individual communities show their support for I-25.

Hora said that CDOT is requesting letters of support of I-25 for the Presidential Challenge and Resilience and Recovery grants in time for the next I-25 Coalition meeting on July 1st. Letters should be concentrated on the important social, economic and environmental aspects of what I-25 provides each community while incorporating the effects that the 2013 flooding had on transportation systems regarding those aspects.

Blackmore communicated that Housing and Urban Development (HUD) would probably be making the final decision and suggested that letters with personal stories from the flood would make the biggest impact.

Hora added the importance of including transportation issues, such as not being able to get to jobs or home to families.

Shaffer asked for confirmation that the letters would be sent to Governor Hickenlooper. She also requested that the North I-25 Plan Presentation be sent electronically to all the Council members.

Hora confirmed that the letters should be addressed to the Governor's office and agreed to send the out the presentations.

Conway asked for Council's approval for Blackmore to draft a letter that would be sent on behalf the MPO.

***Casseday moved to approve the Drafting and Delivery of a Letter of Support for I-25 from the MPO Council. The motion was seconded and it passed unanimously.***

**Statewide Transportation Advisory Committee (STAC) Report:** Blackmore indicated that the Draft STAC Meeting Minutes had been provided in the packet. Conway reminded the Council of Bustang's maiden voyage on June 9<sup>th</sup>.

**North I-25:** Gilliland stated that a presentation summarizing the Political polling conducted by Magellan Strategies regarding the public's support of the TRANS II had been given at the last meeting and she hoped it would be made available to the Council once it was distributed to the North I-25 Coalition.

Conway commented that he had requested the results of that poll be expounded upon at the Transportation Summit on June 15<sup>th</sup>.

Blackmore stated that during a lengthy discussion about funding it was mentioned that the polling group had been asked if they expected the legislature to spend money on transportation and the answer was that they did. She said in the discussion it was stated that all of the coalitions in Northern Colorado should be advocating that the legislature spend money from the general fund on transportation.

Gilliland indicated that other states have set aside money from the general fund specifically for transportation but Colorado does not.

Blackmore encouraged all Northern Colorado Coalitions to go to the State Legislature as a group.

Conway said he believed there will be many proposals in front of the legislature next year and added that there is a lot of competition for general funding in Colorado, mainly K-12 and higher education. He believes there will be new funding mechanisms coming in the future. He also indicated that no money from the general fund goes to CDOT. He announced that full copies of Magellan Strategies Political Polling will be available following David Flaherty's presentation at the Transportation Summit but he would also like it to be included in the July Council packet.

#### **Other Council Reports:**

Milliken- Jemiola reported that Milliken is happy that a section of the US 257 trail has been completed and they have approved funding, additional to the grant money provided by the MPO, to complete the section between Johnstown and Milliken. They are hoping to work with some of the oil and gas companies to obtain some concrete there.

LaSalle- Cochran invited everyone to LaSalle Days July 17-19.

Evans- Morris reported that the rain has caused some issues in the city. The 35<sup>th</sup> Avenue project (37<sup>th</sup> Ave to Prairie View Park) which was funded with MPO money is scheduled to begin soon.

Johnstown- Mellon announced that Johnstown BBQ Day will be on June 6<sup>th</sup>. It includes a fireman's pancake breakfast at the firehouse, parade, fireworks and a street dance. He also indicated that there is a party interested in building a new sporting goods store in Johnstown with a small Ferris wheel, walk-through aquarium, bowling alley, golf simulator and shooting range.

Greeley- Casseday reported the following:

- Recent rain and runoff has caused numerous arteries to close for several days.
- Work at West 10<sup>th</sup> Street and US 34 is running one month ahead of schedule on the construction.
- There is a lot of remodel work throughout the city.
- The City Council approved Greeley's Bicycle Plan.
- A new bus schedule will help make the Greeley bus system much more efficient.
- Invitation to all to attend Friday Fest and Greeley Unexpected kick-off on June 5<sup>th</sup>.
- Blues Fest begins June 5<sup>th</sup>.
- Greeley Stampede June 26<sup>th</sup> –July 4<sup>th</sup>.

Loveland- Shaffer informed the Council of the following:

- She recently attended the Colorado Rail Passenger Association (ColoRail) Membership meeting. Their Rail Authority was created through the State Legislature and funded up to \$1M by Governor Hickenlooper. ColoRail was instrumental in getting the highly successful Ski Train which may provide a solid private investment for transportation, up and running again.
- Governor's Art Show is a Rotary fundraiser that features predominantly Colorado artists' work for sale. It is a very high quality juried show at the Loveland Museum through June 28.
- Thanked CDOT, David Krutsinger and Karen Schneiders for completing the Rail Study.

Larimer County- Donnelly reported the following:

- Flood recovery work is continuing on CR27 and CR43. FHWA has agreed to assist with reconstruction there.
- The bridge on CR17 over the Poudre River which is an MPO funded collaborative effort project between Larimer County, Loveland and Fort Collins, should be open by the end of the summer.
- The Larimer County Fair will be held July 31- August 4<sup>th</sup> at The Ranch in Loveland.

Fort Collins- Overbeck announced the following:

- First Friday Gallery Walk is on June 5th. Old Town Square is being renovated but shops and restaurants will still be open.
- The Poudre River is running very high but is not currently in danger.
- He was honored to have won a 2014 Award of Excellence from the Colorado Broadcasters Association as a co-host of the Community at Work show, which is hosted on a rotating basis by the Health District, Larimer County and the City of Fort Collins. The show earned top honors for Best News/Talk Show Host or Team in the major market category.

Weld County- Conway reported the following:

- WCR 29 progress in outstanding.
- WCR 49 (8<sup>th</sup> Street) over the both the Poudre and Platte Rivers is on track to open in September. They are still determining what the speed limit should be on some of the more intense turns.

- Encouraged everyone to attend the Transportation Summit on June 15<sup>th</sup> at the Island Grove Exhibition Hall.

**Final Public Comment:** There was no final public comment.

**FINAL WRAP-UP:**

**Next Month's Agenda Topic Suggestions:** Gilliland recommended having Johnny Olson present the North I-25 Plan. Shaffer suggested that the review of the Rail Study be presented at a future meeting but that it was not necessary for July.

The meeting was adjourned at 7:44 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff