

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

**July 7, 2016
Severance Town Hall
3 S Timber Ridge Parkway
Severance, CO**

Voting Members

Present

Gerry Horak-Chair	-Fort Collins
Jennifer Baker	-Berthoud
Mark Clark	-Evans
Tom Norton	-Greeley
Troy Mellon	-Johnstown
Tom Donnelly	-Larimer County
Sharon Lookhart	-LaSalle
Joan Shaffer	-Loveland
Don Brookshire	-Severance
Paul Steinway	-Timnath
Kathy Gilliland	-Trans. Comm.
Sean Conway	-Weld County
Kristie Melendez	-Windsor

Absent

Chris Colclasure	-CDPHE
Kevin Ross	-Eaton
Linda Measner	-Milliken
*No member	-Garden City

MPO Staff:

Terri Blackmore, Executive Director; Becky Karasko, Regional Transportation Planning Director; Renae Steffen, Administrative Director; Crystal Hedberg, Finance and Operations Manager; Alex Gordon, Transportation Planner II/Mobility Coordinator; Aaron Buckley and Medora Kealy, Transportation Planners.

In Attendance:

Dawn Anderson, Jeff Bailey, Julie Cozad, Brett Eckelkamp, Wayne Howard, Myron Hora, William Karspeck, Alison Koster, Suzette Mallette, Claudia Reich, Kathy Seelhoff, Gary Thomas, Nick Wharton.

Chair Horak called the MPO Council meeting to order at 6 p.m.

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF THE MEETING AGENDA:

Conway ***moved*** to approve the meeting agenda. The motion was ***seconded*** and ***passed*** unanimously.

APPROVAL OF THE MINUTES:

Donnelly ***moved*** to approve the June 2, 2016 meeting minutes with one minor change. The motion was ***seconded*** and ***passed*** unanimously.

Lead Planning Agency for Air Quality Agenda

Chair Horak opened the Air Quality portion of the meeting.

Air Pollution Control Division Report

A written report was provided.

Regional Air Quality Council –RAQC

Blackmore briefly reviewed information from the June 30, 2016 RAQC Report with the Council. She indicated that Council members wanting Air Quality educational banners in their community should contact Alex Gordon.

Metropolitan Planning Organization (MPO) Agenda

Chair Horak opened the MPO portion of the meeting.

REPORTS:

Executive Director Report:

Terri Blackmore, Executive Director, announced that she had received information on July 7th that Colorado had not been awarded a FASTLANE Grant. She summarized the list of awards distributed throughout the country and indicated she would be sending out the official FASTLANE FY 2016 Proposed Awards letter as well as any debriefing correspondences to the Council members. She indicated that she remained optimistic that the CDOT TIGER Grant would be awarded. Then she briefly reviewed information from the July 2016 Director's Report and added that the Financial Statements & Independent Auditor's Report FYE December 31, 2015 was now posted on the NFRMPO website and that there were two new VanGo™ staff members who would be attending the August meeting.

Chair Horak requested that TAC also receive and review all of the FASTLANE documents to assess what the contributing factors may have been for those communities that were awarded grant funding.

Report of the Chair:

Chair Horak welcomed Kristie Melendez, Mayor of Windsor, back to the Council and recognized alternates Mark Clark, City of Evans and Sharon Lookhart, Town of La Salle. He then reported that Gary Cyr, Airport Manager at the Greeley-Weld County Airport; and Jason Licon, Airport Director at the Northern Colorado Regional Airport, will be giving a presentation to the Council at the August 4th meeting.

Finance:

Donnelly acknowledged Horak for his leadership with the FASTLANE Application process and his participation in the MPO lease negotiations with Blue Ocean Enterprises that led to a favorable outcome then he reviewed information from the June 16, 2016 Finance Committee Report and Meeting Minutes.

TAC:

A written report was provided.

Mobility:

A written report was provided.

ACTION ITEMS:

1st Quarter 2016 Unaudited Statements and Investment Report

Crystal Hedberg, Operations and Finance Manager, indicated that the 1st Quarter Unaudited Financial Statements were in the packet and offered to answer questions.

*Shaffer **moved** to accept the 1st Quarter 2016 Unaudited Financial Statements. The motion was **seconded** and it **passed** unanimously.*

Revision Process for CMP Travel Time Index Target

Kealy briefly reviewed information from the Revision Process for CMP Travel Time Index Target AIS, Calibration of TTI Performance Measure Target memo to TAC, and the 2015 TAC Identified Areas of Congestion Map with the Council. She explained that the current Travel Time Index (TTI) target 80 percent of the Regionally Significant Corridors under the threshold of 2.5, which means that during the average peak periods (7-9 am and 3-6pm) it takes two and a half times longer to travel the indicated route than in non-peak periods. She added that there is now preliminary analysis that shows that a TTI target between 1.2 and 1.4 may be more representative of the congested locations, which may make maintaining at least 80% on Regionally Significant Corridors (RSC's) a little too ambitious. TAC will be reviewing that data at their July meeting before bringing a new target recommendation to Council for approval in August which, once approved, will become the new target for future CMP Annual Reports.

Norton questioned what assumptions went into the model. Kealy clarified that this was not model data, and explained that the data which comes from INRIX, a private company, that uses sensors along roadways to monitor the speed of traffic as it passes a sensor throughout a day. Travel time data chosen from specific times of day is then analyzed against free flow travel times. The current task is to decide which threshold should be considered "congested" and then use that threshold to determine what percentage of roadways are meeting that new target requirement. Mellon asked how many roadways on the provided map had INRIX monitors set up. Kealy replied that approximately 2/3 of the RSC's were being monitored.

Mellon noted his skepticism regarding the accuracy of the speeds on many roadways, especially in Johnstown. Blackmore indicated that once the TTI is determined the TAC and MPO Staff would be reviewing the map to ensure the data was actually coming from RSC's. She added that additional equipment was being purchased over a period of time to expand the data collection that INRIX equipment currently provides. It will require CDOT's assistance to get them installed, and then the communities are responsible for reporting the data to the MPO staff. Norton asked how the data being collected from multiple sources is getting onto a common platform that can be used in a consistent manner. Kealy replied that the INRIX data was purchased by CDOT who then gave access to the MPO, and indicated that the INRIX data had not yet been integrated into the regional travel demand model or the provided map. She added that the two data sources would be considered by TAC to determine which threshold brings them closest to the identified areas of congestion.

Council discussion ensued regarding the accuracy of the methods used for the data collection, which roadways should, or should not, be included in the collection process, and what data sets were considered in determining the new target. Horak concluded the discussion by requesting that TAC receive Council's feedback, opinions for unrated segments be collected, methods used be clearly identified (opinion or data), and that the data collection needs for smaller communities be addressed. He also requested that TAC verify the adequacy and accuracy of current data and bring their recommendations to the Council at the August 4th meeting.

2016 CMP Annual Report

Kealy briefly reviewed information from the 2016 Congestion Management Process Annual Report AIS with the Council. Donnelly noted his concern that the map data was incomplete. Blackmore stated that although some new readers were installed at the end of 2015, Fort Collins was the only community with readers throughout the year. She assured the Council that the coverage will get better in time as the increased budget for local readers would take effect in October. Baker stressed the importance of data collection funding from smaller communities that are so greatly impacted by the regional traffic, citing CR 17 and US 287 in Berthoud as examples. Blackmore clarified that the readers are paid for by the MPO but help is needed by the municipalities for installation and data retrieval. Horak requested that the TAC prioritize who should receive the readers since there were not enough for everyone, adding that he hoped the Counties would also provide assistance. Norton suggested the data results also identify how major road congestion is affecting smaller roads.

*Conway **moved** to approve Resolution 2016-11 Approving the 2016 CMP Annual Report. The motion was **seconded** and it **passed** unanimously.*

CDOT Request for Reallocation of STP Metro Funds

Blackmore briefly reviewed information from the CDOT Request for Reallocation of STP Metro Funds memo with the Council. Norton asked for clarification because RAMP funds could not be transferred just for design. Blackmore replied that was correct and that the funds had to be used by the end of 2017 which was a very short timeframe for RAMP funds. Gilliland noted that CDOT Region 1 would also be vying for the excess funds so it was essential that the MPO clearly state how the funds would be so beneficial to Region 4.

*Norton **moved** to approve Resolution 2016-12 Approving the Reallocation of STP Metro Funds to North I-25 Design and Row. The motion was **seconded** and it **passed** unanimously.*

Horak expressed his appreciation for Blackmore's effort in obtaining support from the Council members of the reallocation which allowed Johnny Olson, CDOT R4, the groundwork needed to move forward with the funding transfer request.

DISCUSSION ITEM:NFRMPO Schedule of Work

Blackmore reviewed the NFRMPO Schedule of Work memo and schedule spreadsheet with the Council. Norton asked if Blackmore believed they could meet CDOT's new earlier timeline. Blackmore replied that the proposed schedule had been discussed with the TAC and they understood the importance of staying on track with the Call for Projects process. Because that process went very smoothly in 2015, and the same process was expected to be followed this year, she was confident that they could get it completed in time to get the Transportation Improvement Plan (TIP) amended and get conformity on both that and the UPWP at the same time. She emphasized the importance of determining Air Quality Conformity prior to the May 2017 deadline in order to pass and retain eligibility to spend federal funds. She added that once the standard changes to 70 ppb, it will be difficult to pass until other changes such as a new vehicle mix, would make passing conformity much more probable. Norton asked for confirmation that the Call for Projects process was not expected to change. Dawn Anderson, TAC Chair, indicated that the process had been discussed and the current measures were found to be acceptable at the June 15th meeting. Horak requested having the updated schedule brought to the Council on a quarterly basis. Blackmore agreed to accommodate that request.

COUNCIL REPORTS:Transportation Commission Report

Gilliland reported on the following:

- The final grand opening of US 36 multi-modal corridor was celebrated on June 18th. All elements of the well-used highway are now open, including the bike trail. The highway boasts being the first buffer-separated Express Lanes in Colorado, the first bus-on-shoulder program in the state, the first Diverging Diamond Interchange in the Denver-metro area, the first Active Traffic Management System and the first commuter-specific bikeway along a Colorado highway. The highway also received Western Association of State Highway and Transportation Officials (WASHTO) Project of the Year Award for bringing its high value and innovation Public-Private Partnerships (P3) to transportation development in the U.S.
- CDOT was recognized by WASHTO for the US 6 Bridges Design Build project in Denver and the I-70 Mountain Express Lane project between Empire and Idaho Springs.
- Transportation Commissioners and local elected officials celebrated the start of construction on the North I-25 Express Lanes project from 120th Avenue to Northwest Parkway/E-470 and hosted a groundbreaking ceremony.
- Variable toll charges will begin July 12th on the new Interstate-25 Express Lanes between U.S. 36 and 120th Avenue. The lanes have been very successful at mitigating congestion on the corridor.
- US 34 will be open to through traffic in both directions throughout the summer. But when construction work begins in July between mile points 77 and 80 (from just east of Drake to the

Cedar Cove area), there will be short-duration lane closures and traffic stops for rock-blasting operations. Full closure will begin after Labor Day.

Blackmore noted that there are new conversations taking place regarding VanGo™ vanpools for Estes Park residents. There is a chance that riders would be allowed access on US 34. She will update the Council during her Executive Director report as appropriate. Shaffer offered to request support from the City of Loveland for the Estes vanpool.

CDOT Region 4

There was no CDOT R4 report.

North I-25 Coalition

Shaffer reported the following topics were discussed at the July 6th meeting:

- TIGER/FASTLANE Updates
- FIX Colorado Roads
- FRA Quiet Zone Rule

Highway 34 Coalition

Conway reported that there had not been a meeting in July and that the next meeting would be just prior to the MPO Council meeting on August 4th in Evans. They are looking forward to getting a response on the US 34 PEL RFP, input from the communities has been positive. He reminded the Council that the PEL contract with the consultant could be amended if the communities request and pay for additions to the study.

STAC Report

Conway briefly reviewed information from the STAC Summary- June 24th, 2016 and noted that CDOT planning staff would be presenting at the July 29th STAC meeting to address STAC member's concerns regarding the State's proposed Critical Urban/Critical Rural Freight Corridors map. Karasko explained the new designation is a requirement of the FAST Act with MPO's over 500,000 identifying the corridors and reporting it to CDOT. For MPO's under 500,000, including the NFRMPO, CDOT's Region 4 will work with the MPO on identifying the corridors. The Planning Council will be asked to concur and support CDOT's recommendation. CDOT will discuss Critical Urban Freight Corridors the July 20th TAC meeting. He encouraged Council members to be involved with the process in whatever manner available to them.

Host Council Report

Mayor Brookshire thanked everyone for coming to Severance and acknowledged John Holdren for preparing the food and everyone who had helped with the set-up. He then reported the following for the Town of Severance:

- Phase I of Severance's Downtown Improvement Project, which includes storm drainage and roadway enhancements, is expected to be completed by the end of summer. Phase II will begin shortly thereafter.
- Seven new development applications will bring new homes and new growth similar to what the town experienced in the late 1990's.
- A community recreation master plan is currently being drafted.
- Severance Days are August 12 & 13 and will include a pancake breakfast, beer garden, parade and steak and hot dog dinner. All are invited to attend.

Windsor- Melendez reported that the Town of Windsor plans to complete their \$6.1M recreation center expansion project in early October. A roundabout is planned for the intersection at Eastman Park & 7th. Thirteen Rail Quiet Zones are expected to be in place by October 1st.

Evans- Clark announced that the 37th Street and US 85 project went out to bid and construction is expected to begin in mid-August, road closures and delays are expected. The new Kum N' Go convenience store at 31st Street and US 85 broke ground recently, construction is expected to begin soon. Various bridge work is being completed around the City of Evans.

LaSalle- Lookhart reported LaSalle Day is July 17th and roads and sidewalks are being built at the Dove Hill subdivision.

Greeley- Norton reported that summer construction projects continue to require occasional road closures in Greeley. The \$12M Capital Improvement Plan is progressing well. They are pleased to welcome several new subdivisions and a new hotel.

Weld County- Conway announced that WCR 49 construction is under way at the south end near I-76; the majority of the project is expected to be complete by the end of summer. Sign up for WCR real-time notifications and updates on their website. He acknowledged the City of Greeley for doing a great job with this year's Greeley Independence Stampede and mentioned that Island Grove Park's new Buckle Bar was a great new venue that added a lot to the festivities.

Johnstown- Mellon was honored to report that Johnstown had been featured in the July edition of the MPO Newsletter *On the Move*. Liberty Firearms Institute held its Grand Opening over 4th of July weekend. The high-end facility boasts a 50,000 square foot, state-of-the-art, underground shooting range that even allows for skeet shooting. The facility has already submitted for an expansion due to its popularity and success. He encouraged all to visit the facility.

Loveland- Shaffer announced the following:

- Loveland's new City Manager is Steve Adams, former Director at Loveland Water and Power.
- The Loveland Sertoma Club will hold their 10th Annual Loveland Loves BBQ, Bands and Brews event on July 15 and 16 in downtown Loveland.
- Sculpture in the Park event is August 12-14.
- The City of Loveland is grateful for CDOT and MPO funding assistance for the Byrd Drive extension near the Northern Colorado Regional Airport.

Timnath- Steinway reported that the Town of Timnath had their first ever 4th of July fireworks show which was attended by approximately 4,000 people. A ribbon-cutting was held at the new Taco Bell and construction has begun on the new Starbucks and a new medical office building near Costco which will be the home for the Pediatric Urgent Care of Northern Colorado, Fort Collins Youth Clinic and Colorado School of Medicine in conjunction with Children's Hospital. It is the first of its kind along I-25 and is expected to draw patients from around the region. It is expected to open in the fall.

Berthoud- Baker announced that a special election will be held on August 9th for Mayor of Berthoud. Three candidates will be on the ballot. A candidate forum was held on July 7th.

Larimer County- Donnelly reported that there will be a ribbon-cutting for the opening of CR43, connecting Glen Haven to Drake, on July 14th and a representative from the Central Federal Lands will be in attendance.

MEETING WRAP-UP:

Final Public Comment:

Conway recognized that Brett Eckelkamp from Congressman Buck's office had been present at the meeting.

Next Month's Agenda Topic Suggestions:

- 1) Northern Colorado Regional Airport and Greeley-Weld County Airport presentations.
- 2) Travel Time Index Target recommendations from TAC

The meeting was adjourned at 7:35 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff