

**MEETING MINUTES of the  
NFRMPO TECHNICAL ADVISORY COMMITTEE (TAC)  
Windsor Recreation Center - Pine Room  
250 North 11<sup>th</sup> Street  
Windsor, CO  
February 15, 2017  
1:01 - 2:30 p.m.**

**TAC MEMBERS PRESENT:**

Dawn Anderson, Chair - Evans  
Dennis Wagner, Vice-Chair - Windsor  
Jeff Bailey - Loveland  
Eric Bracke - Greeley  
Stephanie Brothers - Berthoud  
Aaron Bustow - FHWA  
Tim Kemp - Fort Collins  
Suzette Mallette - Larimer County  
Karen Schneiders - CDOT  
Gary Thomas - SAINT  
Nick Wharton - Severance

**NFRMPO STAFF:**

Ryan Dusil  
Alex Gordon  
Becky Karasko  
Medora Kealy

**TAC MEMBERS ABSENT:**

David Averill - Transfort  
Amanda Brimmer - RAQC  
Gary Carsten - Eaton  
John Franklin - Johnstown  
Eric Fuhrman - Timnath  
Will Jones - GET  
Paul Lee - CDPHE-APCD  
Janet Lundquist - Weld County  
Jessica McKeown - LaSalle  
Larry Squires - FTA  
Milliken

**IN ATTENDANCE:**

Myron Hora - WSP Parsons Brinckerhoff  
Mitch Nelson - Severance  
Kathy Seelhoff - CDOT

**CALL TO ORDER**

Chair Anderson called the meeting to order at 1:01 p.m.

**PUBLIC COMMENT**

No public comment this month.

**APPROVAL OF THE JANUARY 18, 2017 TAC MINUTES**

Bailey moved to approve the January 18, 2017 TAC meeting minutes. Bracke seconded the motion, and it was approved unanimously.

**CONSENT AGENDA**

**Q1 2017 TIP Amendment** - Bailey moved to recommend Council approval of the Consent Agenda item. Mallette seconded the motion, and it was approved unanimously.

**ACTION ITEMS**

**FY2018-2021 TIP and Updated TIP Amendment Policy** - Karasko stated the new TIP Amendment Policy was taken to the February 2 Council meeting as a discussion item based on meetings with CDOT, FHWA, and FTA staff. The new TIP Amendment Policy would shift due dates from the first day of each quarter to the first day of every other month. TIP Amendments would be taken to TAC and Council once each as an Action Item. The Amendment threshold for adding or deleting funding to a project would be \$5M of state or federal funding, which brings the NFRMPO in line with DRCOG and creates one threshold for CDOT Region 4. Schneiders asked for clarification on the new TIP Amendment Policy, because CDOT plans to have pilot projects where state funding would replace

federal funding. Karasko asked if the project would be a new project or if it would change a project already in the TIP. Schneiders stated this would be changing an existing project. Karasko responded this would be a Policy Amendment. Mallette commented this is explained on page 25 of the TAC packet.

Based on the Memorandum of Agreement (MOA) with CDOT, the NFRMPO will do the public comment process for CDOT projects. The 30-day public comment period for TIP Amendments will open when the TAC packet is sent out, and Council would approve TIP Amendments contingent on no negative public comment. Mallette asked for clarification on whether an Amendment would go to TAC in March if it was received in February instead of waiting until April. Karasko responded it would. Anderson added there was discussion about TAC's involvement in the public comment period. If there is public comment received, the Amendment would go back to TAC before going to Council.

Kealy stated there is one change to the TIP tables since the packet went out. Projects which are exempt from air quality conformity can be pooled and not listed separately. The I-25 project will be updated to reflect Amendments already received. The NFRMPO will shift from a printed TIP to an online TIP with TELUS, which will change the look of the TIP.

Mallette asked for clarification on the difference between pooled items and items listed separately in the TIP. Karasko responded CDOT-funded projects can be pooled if they are eligible, except for transit projects which need to be listed separately based on FTA's request.

Bailey stated Larimer County is listed as the project sponsor for two Loveland vehicle replacement projects on page 44 of 50 of the TAC packet. Kealy replied she would correct the error.

Bustow asked if there was a timing description for administrative modifications. Kealy stated they are processed monthly, but she will add clarification to the text. Schneiders suggested adding the schedule to the NFRMPO website. Kealy stated she will add language to the website as well.

Karasko stated this item will be brought back to Council in March. The FY2018-2021 TIP is set to take effect in October, but the new TIP Amendment Policy would take effect immediately.

Bustow stated FHWA does not use the phrase "super circular" anymore, but instead uses "federal cost principles" and this should be reflected in the TIP document.

Bracke asked if the NFRMPO can change colors to make the project tables easier to read. He also stated the \$5M threshold seems high. The threshold may work well for CDOT, but seems high for local projects. Bracke requested clarification on the differences for public involvement between Amendment and Modification. Amendments and Modifications are sent out with the TAC packet and are posted on the NFRMPO website. There is no public involvement process for Modifications. Bracke stated he is uncomfortable with the public comment process.

Mallette asked for clarification regarding the new FY2018-2021 TIP taking effect October 1, 2017. Karasko responded this is when the new TIP takes effect, but the TIP Amendment policy takes effect immediately. Schneiders stated there is a three month overlap where the new STIP is in effect, but the new TIP is not due to the difference in the state and federal fiscal years.

Schneiders moved for Council to approve the FY2018-2021 TIP to take effect October 1, 2017 and the updated TIP Amendment Policy to take effect immediately with the minor changes discussed. Wagner seconded the motion, and it passed unanimously.

#### **OUTSIDE PARTNERS REPORTS (verbal)**

**Northern Colorado (NoCo) Bike & Ped Collaborative** - Dusil stated NoCo Bike & Ped Collaborative held a bicycle education workshop in lieu of their February meeting. There were over 22 attendees from local communities, Cheyenne, and Colorado Springs. Reviews were positive for the initial NoCo training. The next NoCo Bike & Ped Collaborative meeting will be held on March 8 as regularly scheduled. The NoCo Bike & Ped Collaborative is helping to promote the Pathways to Health: Connecting Neighborhoods and Streets for All Summit on March 23, which is being hosted by Bike Fort

Collins and the Larimer County Department of Health and Environment. The summit will focus on the impact of the built environment on health and health equity.

**Senior Transportation Items** - Mallette reported Larimer County's *Senior Transportation Needs Report* is underway. The first focus group was held on February 7 in Red Feather Lakes. Three more focus groups will be held throughout February and March in Berthoud, Estes Park, and Laporte. These focus groups are discussing the current and future transportation needs of the senior populations living in unincorporated Larimer County. Mallette stated there was interest in a bus route between Red Feather Lakes and Fort Collins, but noted this was a small sample size.

## **PRESENTATION**

**US287 Asset Inventory** - Gordon and Kealy presented the *US287 Asset Inventory*, which is a local assistance project done on behalf of the Northern Colorado Highway 287 Corridor Coalition. The *US287 Asset Inventory* identifies information about the roadway network, crash data, existing transit, the bicycle and pedestrian infrastructure, environmental features, and current and future land use. Bracke asked for clarification about the crash rate, as he feels this crash rate is very high. He asked if CDOT uses this metric. Kealy stated she is unsure if CDOT uses this metric, but it is a crash rate used by FHWA. Schneiders stated she reached out to other CDOT staff for crash rate information and will forward this along.

## **DISCUSSION ITEMS**

**2015 Transportation Profile** - Dusil presented the outline of the *2015 Transportation Profile* and provided a handout of the draft Evans Community Profile. The *Transportation Profile* is designed to be a snapshot in time of the transportation system in 2015, providing information between the *2040 Regional Transportation Plan* and the *2045 Regional Transportation Plan*. Anderson asked if the Community Profiles will be sent out to each community before the adoption of the *Transportation Profile*. Dusil stated they would be. Anderson asked how soon the Profiles will be sent out. Dusil responded the Evans Community Profile is the first to be completed. Karasko added the Evans Community Profile is a draft and NFRMPO staff is requesting feedback about the format and the data included. Schneiders asked for clarification about some of the definitions, including whether "high crash frequency" is based on the facility, type of crash, or high fatalities. Karasko asked if Schneiders is asking about hotspots. Schneiders responded she would like to know about specific locations which need to be addressed, and suggested showing the top five crash locations instead. Schneiders asked if Drivability Life uses the CDOT definition. Dusil responded it is the CDOT definition. Schneiders stated there should be no 'undefined' sections since it is only for state highways. Schneiders stated the Community Profiles should be usable by the communities, so NFRMPO staff should ensure local communities are okay with the information presented. A data dictionary may also be useful to explain the data that is presented. Schneiders asked if the freight section needs crash rates. Mallette asked if the Environmental Justice area map should be included. Mallette also asked who the audience is for these Community Profiles. Dusil stated both community staff and the public should be able to use the Community Profiles. Mallette and Anderson commented transit mode share seems low, but Dusil stated this is what is included in the 2011-2015 American Community Survey five-year estimates. Bracke recommended looking carefully at the crash data, including the relation to daily traffic volumes.

**2020 Census Local Update of Census Addresses (LUCA) Operation** - Dusil stated the US Census is reviewing and updating residential address information in preparation for the 2020 Census. Communities can review and update the residential address list as well as jurisdictional boundaries. It is important for communities to review their boundaries to ensure that they receive credit for all addresses in their towns and cities. Karasko stated this is the last step in preparing for the 2020

Census. Population impacts the federal funding the region gets, so ensuring up-to-date addresses is crucial.

**Call for Projects Additional Funding Allocation** - Karasko stated there was additional CMAQ and STP-Metro funding following CDOT's December 2016 reconciliation.

According to this reconciliation, there is approximately \$513,520 available for STP-Metro. Karasko stated Evans' 65<sup>th</sup> Avenue Widening project is the only partially funded project for Small Communities, while the Fort Collins Horsetooth and College Intersection Improvements project could be fully funded in the Large Community pool. This would leaving funding that could be split between Loveland's US34 Widening project and Greeley's 10<sup>th</sup> Street Access Control Implementation project. Anderson asked to clarify if the Small Communities had fully paid back the Large Community pot. Karasko stated this was completed, so funding can be at the agreed split between Small and Large Communities. Bracke asked which project is ranked higher, and Karasko responded Loveland is ranked higher. Karasko asked if the Fort Collins project should be fully funded, and TAC members agreed it should be given the amount needed to fully fund the project. Anderson asked if TAC members still approved of the Small and Large Community pots. TAC members agreed they did.

According to this reconciliation, there is approximately \$489,755 available for CMAQ. Karasko stated the signal timing pool had \$20,080 leftover, but this is not enough money to fund a project. She asked if this money should be put into the CNG Bus Replacement pool or the CNG Equipment pool. Bracke and Bailey stated they approved of moving funding from the signal timing pool to the CNG Bus Replacement and CNG Equipment pools. Karasko stated she will reach out to Greeley-Evans Transit and Transfort to discuss transit vehicle funding. Bailey stated Loveland is working on a Green Fleets study and will postpone funding vehicle projects until the study is completed. Karasko stated she will reach out to Weld County for the CNG Equipment pool.

Schneiders requested information be sent out prior to the next TAC meeting and brought to the next TAC meeting to move the process along.

Malette asked for clarification if this was FY2016 funding and Seelhoff replied it is FY2017 funding.

## **ROUNDTABLE**

Karasko reported she sent out an email about Safe Routes to School focus groups. Those interested in attending should sign up as space is limited. The NFRMPO sent out an invitation for an Open House prior to the March 2 Council meeting. A Transportation Planner I job has been posted. The NFRMPO will cancel the March TAC meeting, but an April TAC meeting is expected.

Kealy reported the January newsletter is available.

Malette reported the I-25 draft RFP was sent out January 22<sup>nd</sup>. Nine firms were evaluated from the RFQ, and three firms continued from the RFQ process to the RFP process: Graham/Parsons Transportation Group Joint Venture, Kraemer/IHC Joint Venture, and Ralph L Wadsworth Construction Company LLC/HDR. These companies will work on the base configuration in the draft RFP. Two projects are currently included, but may not be included in the final RFP: Prospect Road interchange and SH402 interchange. Letters of commitment of funding need to be solidified to be included in the final RFP. The US34 Bridge is not part of the EIS, but can be considered an 'add-on' subject to funding. Loveland, Johnstown, Larimer County, and Weld County are working on a funding package to allow both the US34 Bridge and the SH402 interchange to be included. The schedule is for the final RFP to be sent out in June, have the firm selected in August, a Notice to Proceed (NTP) signed in October, and construction beginning in December. Anderson asked about the Safe Routes to School public comment from the January TAC meeting, concerning the Prospect Road interchange bicycle and pedestrian crossings. Malette responded Dusil set up a conference call to discuss this.

Because it is not in the North I-25 EIS, they should reach out to their local government to discuss funding and to get elected officials involved before the final RFP goes out.

Bailey reported the RFP for the US34 widening from Denver Avenue to Boyd Lake Avenue with conceptual design between Boyd Lake Avenue and I-25 was released; however, this could change based on the I-25 project. Loveland is in the process of budgeting, which may include funding for the I-25 project.

Anderson reported construction projects are underway in Evans including 37<sup>th</sup> Street. There was a meeting for the 31<sup>st</sup> Street/US85 design. Evans will be meeting with CDOT about the Evans Ditch Trail project. Evans recently hired a new City Manager, who started February 16.

### **MEETING WRAP-UP**

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

**Next Month's Agenda Topic Suggestions** - The March meeting will be canceled. For the April meeting, there will be discussion for the Transportation Profile, a RoadX presentation, and a work session with DOLA to talk about employment and population projections. Schneiders stated there may be information about CDOT's ADA Transition Plan in time for the April TAC meeting.

**Meeting adjourned at 2:30 p.m.**

**Meeting minutes submitted by:**

Alex Gordon, NFRMPO Staff

**The next meeting will be held at 1:00 p.m. on Wednesday, April 19, 2017 at the Windsor Recreation Center, Pine Room.**