

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

**June 1, 2017
Weld County Admin Building
1150 O Street
Greeley, CO**

Voting Members

Present

Kevin Ross- Chair -Eaton
Jennifer Baker -Berthoud
John Morris -Evans
Gerry Horak -Fort Collins
Robb Casseday -Greeley
Troy Mellon -Johnstown
Tom Donnelly -Larimer County
Paula Cochran -LaSalle
Dave Clark -Loveland
Linda Measner -Milliken
Don Brookshire -Severance
Sean Conway -Weld County
Kristie Melendez -Windsor
Kathy Gilliland -Transportation
Commission

Absent

Chris Colclasure -CDPHE
Paul Steinway -Timnath
*No member -Garden City

MPO Staff:

Terri Blackmore, Executive Director; Renae Steffen, Administrative Director; Becky Karasko, Regional Transportation Planning Director; Crystal Hedberg, Operations and Finance Manager; Ryan Dusil, Medora Kealy and Sarah Martin, Transportation Planners.

In Attendance:

Chris Akers, Dawn Anderson, Eric Bracke, Julie Cozad, Jim Eussen, Joel Hemesath, Myron Hora, Wayne Howard, Will Jones, Dave Klockeman, Janet Lundquist, Johnny Olson, Robin Stoneman, Suzette Mallette, Mitch Nelson, Karen Schneiders, Keith Sheaffer.

Chair Ross called the MPO Council meeting to order at 6:02 p.m.

PUBLIC COMMENT:

There was no comment.

APPROVAL OF THE MEETING AGENDA:

*CONWAY **MOVED** TO APPROVE THE JUNE 1, 2017 MEETING AGENDA. The motion was **seconded** and **passed** unanimously.*

APPROVAL OF THE MINUTES:

*MELLON **MOVED** TO APPROVE THE MAY 4, 2017 MEETING MINUTES. The motion was **seconded** and **passed** unanimously.*

Lead Planning Agency for Air Quality Agenda

Chair Ross opened the Air Quality portion of the meeting.

Air Pollution Control Division

A written report was provided.

Metropolitan Planning Organization (MPO) Agenda

Chair Ross opened the MPO portion of the meeting.

REPORTS:

Executive Director Report:

Terri Blackmore, Executive Director, stated she had provided the June 2017 Director's Report in the packet and commented communities would be contacted in the near future regarding the Rocky Mountain Railroad Xpress (RMRX) – Denver Rail Bypass. She asked Becky Karasko, Regional Transportation Planning Director, to introduce their new planner. Karasko introduced Sarah Martin, who started May 22nd, indicating she would be focusing on public involvement, assisting with the Transportation Improvement Plan (TIP), and eventually the MPO newsletter.

Report of the Chair:

Chair Ross stated the Executive Coaching & Team Training Program Overview for Terri B., MPO Staff & Executive Team and the associated proposal from The Center for Sustainable Strategies had been emailed to the Council on May 31st for their review, noting this program was related to the coaching aspect in the Executive Director's newest contract amendment approved in January. He stated both Blackmore and the Executive Committee met separately with Christina Haxton to discuss the program and her approach. The Executive Committee views the program as an investment in the MPO that would bring the Executive Committee, Executive Director and staff together in harmony, working in one direction and optimize the organization overall. The 12-month plus program offers several areas of focus and costs \$62,975. The full program can be paid for using local match funds from the MPO general fund reserves, halting the growth of these funds by two years, but not hurting the ability to build the desired funds, as set forth by the Finance Committee, and keeping the MPO healthy and solid. He cited the program as being a benefit for continued progress in the region and recommended approval of the full program by Council, indicating the item was up for action later in the meeting.

Finance:

Donnelly briefly reviewed the May 12, 2017 Finance Committee Report bullet points and minutes with the Council. Blackmore confirmed Council concerns regarding contract language and possible liability if the MPO acts as the fiduciary for the NoCo Bike Ped Collaborative liability would be addressed before finalizing an agreement.

TAC:

A written report was provided.

CONSENT ITEM:

2040 RTP Amendment #2

*MORRIS **MOVED** TO APPROVE RESOLUTION NO.2017-12 ADOPTING THE 2040 REGIONAL TRANSPORTATION PLAN (RTP) AMENDMENT #2. The motion was **seconded** and **passed** unanimously.*

ACTION ITEMS:

1st Quarter Unaudited Financial Statements

Crystal Hedberg, Operations and Finance Manager, stated graphs and charts, which will be easier to read and understand, had been created for those not as familiar with reading financial reports, as requested earlier in the year and explained how the financial information was identified. Ross thanked Hedberg for her additional effort and providing the Council with user-friendly financial data.

*CONWAY **MOVED** TO ACCEPT THE CY 2017 1ST QUARTER UNAUDITED FINANCIAL STATEMENTS. The motion was **seconded** and **passed** unanimously.*

Loan for MPO Staff Vehicle

Hedberg reviewed information from Resolution 2017-13 explaining Council had not approved a funding source for a new MPO staff vehicle at the May Council meeting. Conway asked if the RFP process included used vehicles as well as new. Blackmore replied staff had researched both new and used vehicles when creating the cost estimate, noting the objective is to get the best vehicle available. She also noted the top priorities for the replacement vehicle include low-miles and good gas mileage. The goal for funding the vehicle through a loan is it can be expensed over a four-year period to the federal government as part of all of the grants, making it useable by all staff, not just staff connected to a specific grant. Morris questioned if the grant was for four years or five. Ross clarified there are five payments made over the course of four years with the first payment commencing in 2017 and the final payment in 2021.

*CLARK **MOVED** TO APPROVE RESOLUTION 2017-13 AUTHORIZING A LOAN FROM THE VANGO ENTERPRISE FUND TO THE NFRMPO. The motion was **seconded** and **passed** unanimously.*

Professional Development Funding-

Ross reiterated the details highlighted in his Report of the Chair and stated Blackmore, the Executive Committee and staff would all be conducting personality testing to determine what how all of the groups work together and assist in determining measurable goals which will be set and reviewed quarterly. The Council engaged in a lengthy debate. The discussion summary was as follows:

Key Points:

- The Professional Development Program from Haxton addresses goals in the 2016 Executive Director's contract amendment.
- The previous coach's services were much less thorough and short-term.
- The previous coach ended her services.
- Blackmore chose Haxton based on her qualifications and seeing her present a training on Growing Millennial workers.
- A comprehensive scope of work was provided to Council at the June 1 meeting.
- Phase 1 of the program was paid for with money which was federally funded and set aside from the previous coach after she ended her services.
- The program is a holistic approach involving the Executive Director, staff and the Executive Committee.
- Although less expensive programs may be available, basing a coaching program solely on price through an RFP process may not provide the essential level of trust and confidence needed to be effective and would require potentially sensitive information be released to multiple providers.

Advantages expressed:

- The program can be 100% financed over two years with existing MPO general fund reserve funds (Currently \$410K) with no risk.
- Results will come from the engagement of those involved.
- The program is an investment in staff which will help increase productivity.

- Haxton has an impressive list of references that can be provided to the Council.
- It is not necessary to contract the full program but it is recommended by Haxton.
- The program offers a less expensive model than failure.
- The program is only an expenditure, not an obligation and can be stopped at any time if not favorable.
- The program should be considered a cost-avoidance and will allow the Executive Committee to spend more time on policy.

Disadvantages expressed:

- The cost is much more than originally discussed and above what would be considered reasonable for the MPO's limited budget.
- Measurable goals may be difficult to identify.
- There are no guarantees of success.
- The current program does not define Council expectations.
- The Council as a whole is not aware of the circumstances leading to the need for this type of program.

Council Requests:

- Establish Council measurable goals for the program.
- Provide a Professional Development Contract at the July 6 Council meeting with language that allows the Council to end services if the program is not considered to be effective.
- Provide regular updates with goal-related measurables to the Executive Committee who will share with Council as appropriate.

*HORAK **MOVED** TO APPROVE AUTHORIZING PAYMENT OF \$5,000 FOR COACHING AS STIPULATED IN THE MONTHLY COLUMN OF THE INVOICE FROM THE CENTER FOR SUSTAINABLE STRATEGIES UNTIL CHRISTINA HAXTON ALONG WITH THE MPO EXECUTIVE COMMITTEE PROVIDE A CONTRACT AT THE JULY 6, 2017 COUNCIL MEETING FOR THE FULL SCOPE OF SERVICES THAT INCLUDES THE NECESSARY CLAUSES AND METRICS WHICH WILL ALLOW FOR AMPLE OPPORTUNITY TO TERMINATE THE CONTRACT AND IDENTIFIES METHODS TO MEASURE PERFORMANCE. The motion was seconded and passed with a majority.*

Professional Development Funding-

*Conway **moved** to Postpone the Professional Development Contract until the July 6, 2017 Council meeting. The motion was seconded and passed unanimously.*

May 2017 TIP Amendments

Medora Kealy, Transportation Planner, reviewed information from the May 2017 TIP Amendment with the Council. Measner asked for confirmation that the dollar amounts were in thousands, not millions. Kealy confirmed the dollar amounts were in thousands. Clark asked Olson if the CDOT US 34 Widening project from Rocky Mountain Avenue to LCR 3E was the project Olson had discussed previously as a combined project with SH 402 that had local funding and needed additional supplemental funding. Olson confirmed that was correct.

*CLARK **MOVED** TO APPROVE RESOLUTION 2017-16 APPROVING THE MAY 2017 AMENDMENT TO THE FY2016-2019 TIP AND TO THE FY2018-2021 TIP. The motion was **seconded** and **passed** unanimously.*

FY17 CMAQ and STP Metro Additional Reconciliation Allocation

Kealy reviewed information from the FY17 CMAQ and STP Metro Additional Reconciliation Allocation AIS with the Council. Steffen noted the resolution number was revised from 2017-17 to 2017-15.

CONWAY MOVED TO APPROVE THE RESOLUTION 2017-15 APPROVING AN AMENDMENT TO THE FY2016-2019 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) REGARDING ALLOCATION OF ADDITIONAL CMAQ & STP METRO FUNDING. The motion was **seconded and **passed** unanimously.**

Ross and Conway commended staff for catching the error in the allocations and completing the process to properly allocate the funds to the projects.

Evans US85 Access Control at 31st Street Project Scope Change

Dawn Anderson, City Engineer, City of Evans reviewed the key points in the US85 Access Control at 31st Street Project Scope Change AIS with the Council. She also explained the Proposed Scope Change map showing the scope revisions, noting Evans was only going forward with the Northwest parcel, the section shown in blue. The reasons for the change are primarily economic development, and reduction of overall cost. The City also wants to avoid building roads only to have them torn out later after the project. Anderson noted the city is still committed to the southern parcels. Cochran questioned whether there was a future plan to connect US 85 businesses on southern 8th Avenue. Anderson replied there was not and traffic would be relocated to the new road. Clark asked if there had been an unmet expectation from the MPO. Morris replied he did not know of any but the City had initially hoped to complete the original scoped project but now they do not want to restrict development or waste MPO funding so the scope change seemed the best course of action. Ross asked if the project may have scored differently had it included the changes now being requested. Morris replied he did not believe it would have scored lower because it is a good regional project and part of the US-85 Access Control plan.

CONWAY MOVED TO APPROVE RESOLUTION 2017-16 APPROVING THE MAY 2017 AMENDMENT TO THE FY2016-2019 TIP AND TO THE FY2018-2021 TIP. The motion was **seconded and **passed** unanimously.**

PRESENTATION:

DOLA 2050 Demographic Projections

Chris Akers, Economist with the State Demography Office, presented the Growing Forward, Population and Economic Trends, Larimer, Weld, and NFRMPO to the Council. He noted Colorado's total population change from 2010-2016 was highly concentrated along the Front Range, citing much of that growth is based on jobs (filling more of retired than new) and net migration primarily from within the State and Texas. Larimer County also sees net migration from California while Weld County migration comes additionally from South Carolina and Wyoming. Net migration into the State is primarily people under the age of 65. Although jobs in Larimer County are growing faster, job trends in both counties should continue to increase, citing approximately 88% of both county's jobs were located within the MPO boundary.

Regarding unemployment numbers for 2016, Akers noted Larimer County was the lowest at 2.9% with Weld County at just 3.3% and Colorado as a whole at 3.9% but in May the State broke their lowest rate since 1976, which is concerning for many employers. Conway noted much of the growth shown on the Age Distribution by Generation - Weld 2016 was actually out of the MPO boundary. Akers noted Colorado is moving from a "young" state to more of the US average noting the chart for Colorado Population by Age 1990-2030 shows Larimer County in blue and Weld County in green. He clarified the Demographic Dividend referenced people under 65 and working and noted approximately 18% or 1.3M of the population growth will be over the age of 65. Akers corrected the data in the Jobs Held (Supply) column from the Growing and Slowing 2020 slide from 359,200 to 408,400. He also corrected the year column on the charts for Forecast- Fastest Region in State from 2015-30 to 2025-30 and stated Region 2, which includes Larimer and Weld Counties, is the fastest growing region in the State of Colorado. Ross thanked Akers for his presentation.

DISCUSSION ITEMS:

Regional Travel Demand Model Transportation Analysis Zones Update

Ryan Dusil, Transportation Planner, explained Transportation Analysis Zones (TAZs) are similar to Census Blocks or Tracts in that they are used for estimations for employment and households within the zones, based on Master Plans from the individual communities. The characteristics of a TAZ determine how many trips begin and end within the TAZ, as well as when and where they are loaded on to the network. Boundaries are created based on several guidelines, therefore giving the most realistic view possible. An updated TAZ layer is necessary to have meaningful outputs for communities, reflect updates to community land uses and travel patterns that have changed since the last model update in 2014, and to make the best use of the Census Block data level provided in UrbanSim Cloud. Dusil presented the TAZ Update highlighting the following:

Standard TAZ Boundary Practices

- The table shows the guidelines used in the update which are widely cited by consultants, state DOTs, and in academic research.
- There are two categories: 1) Geographic boundaries (specifically where a boundary should go) and 2) TAZ density (guidelines on the point at which one TAZ should become two)
- Communities are being updated based on these guidelines. Meetings are held with each community to make sure the new TAZs reflect reality and future trends, then the TAZs are refined based on those discussions.

Community Updates

- MPO staff met with the Weld County communities as they share boundaries which allowed for conversations regarding conflicts that may come up as well as timely follow-up.
- Following the individual community meetings MPO staff will meet with Weld County to discuss the county as a whole. Conway requested that MPO staff invite all of the Weld County Commissioners to meetings prior finalizing the data.
- The same process will be followed for Larimer County communities.

LaSalle- Met in early May: LaSalle will be one of the biggest benefactors of this update; removed approximately 41 square miles that had been incorrectly associated with the town.

Eaton- Met in early February: A major focus for Eaton was cutting down the land area to more closely match the town's urban growth boundary.

Evans- Met in early May: Focus areas were densifying near urban core and resolving any boundary issues with Greeley and Milliken, also considering how LaSalle fit.

Johnstown- Met in late May: Major areas of focus were HWY 60 Corridor and the 2534 Development.

Milliken- Met in mid-May: Major focus was what to do near the boundaries with Evans and Johnstown where development is still up in the air.

Severance- Met in January: Focus was on cutting down excess land outside the town boundary and allocating it back to Weld County, making the TAZs denser near town core.

Windsor- Met in February: Identified two locations where blocks needed to be split, resolved boundary conflicts with surrounding communities.

UrbanSim Cloud- The MPO's new cloud-based software for Socio-Economic (SE) forecasting and scenario planning is also being used by PPACG. Staff will work with them to identify best practices and lessons learned. This interface allows staff to do more robust scenario planning

and have a SE model which can be adapted more quickly and make the process more transparent when working with communities.

Next Steps- MPO staff will continue this process for MPO communities through September. Updated data will be collected on future land use and development projects as the process continues. Beginning in October, MPO staff will adjust and meeting with communities in the Air Quality portion of the model.

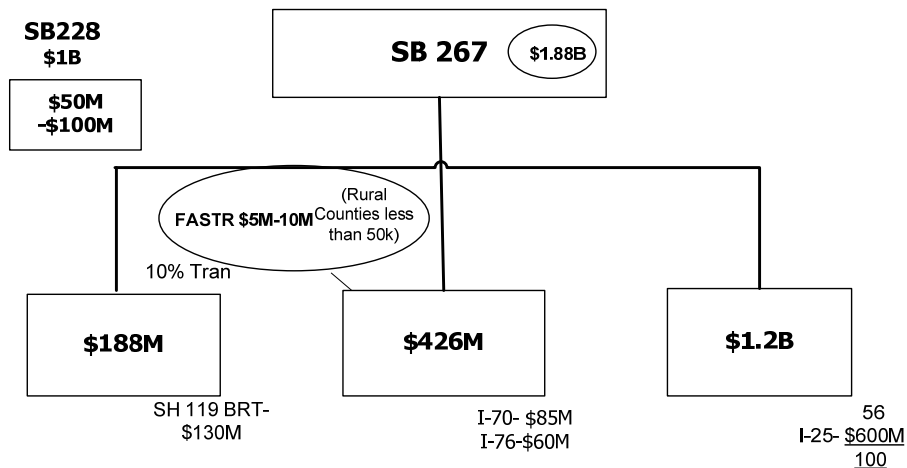
COUNCIL REPORTS:

Transportation Commission Report

Gilliland reported the Commission is working on their 10-year plan, noting SB267 may have an effect on their planning. She also noted Karen Stuart is the new Transportation Commissioner for Colorado's District 4.

CDOT Region 4

Johnny Olson, CDOT R4, stated that CDOT is evaluating their priorities for their 10-year development list created in 2015. The Transportation Commission previously requested a tiered list be provided for SB 228's proposed \$2.5B, the bill did not pass. A tiered list was also created for HB1242 for a proposed \$3.5B which is now believed to reach \$5B, and will be reviewed by the Commission in June. He explained how the money from SB 267 can be used differently than HB1242 and reviewed the diagram below which divides the SB267 funds into three buckets for his priority projects for R4; I-25, I-70 and I-76, respectively. He noted because R4 has three high-dollar projects it will be difficult to fund them all with their current funding pool. It will be beneficial to complete the most effective projects and share the wealth. Mellon asked how the managed lanes would be effected. Olson replied they would tie in to the current project but it will depend on the funding received. Conway expressed his concern that other regions may receive funding the NFRMPO has been working on for almost two years. He noted that communities who have contributed to the almost \$80M in matching funds should not be asked to contribute more. Donnelly asked what Olson's plan was if R4 only received \$1.5-\$2K. Olson replied they would be able to at least do some improvements and noted they are looking at some possible scenarios which will be dependent on what the Transportation Commission decides. He stated he would know more over the next 3-6 months and he will work his hardest to get the needed \$600M for I-25 segments 5 and 6.



I-25 Update

There was no report. The I-25 Subcommittee meeting is June 7.

US 34 Coalition

Donnelly reported the CDOT and FHWA required Purpose and Needs Statement which explains why a PEL is needed, is in its final draft and is one month ahead of schedule. They anticipate the PEL will be identified by the end of this year.

STAC Report

A written report was provided.

Host Council Member Report- Conway thanked everyone for coming to Weld County and noted the Weld County Courthouse Centennial Celebration in downtown Greeley will begin June 2 and continue throughout the month with a formal celebration on June 30th beginning at 3 p.m. The 2017 Greeley Stampede Independence Day Parade will begin July 4th at 9:00 a.m. on 10th Avenue from UNC to Downtown Greeley. Conway asked Janet Lundquist, Support Services Manager for Weld County Public Works, to give a project update. Lundquist reported the following:

- WCR49 alignment switch is installed and has brand new concrete -updates for this and other Weld County projects are available at weldgov.com
- WCR 74 and SH 392 Construction being done with a P3
- WCR 47 between SH 392 and WCR 60.5 is under construction

Conway also stated Weld County was proud to potentially become home to the world's largest sports complex in Windsor and the world's most modern water treatment facility on WCR 2, which was a seven year project that enables them to meet clean water standards for the next 50 years.

Johnstown- Mellon reported the Town of Johnstown has tentatively chosen a site at SH 60 west of Johnstown and County Line Road for their new recreation center. Access to SH 60, which is part of their Access Control Plan will be under construction later in the year.

Windsor- Melendez reported the Town of Windsor is working with developers on a plan to build a \$225 million sports park on about 413 acres of land three miles north of Windsor. The complex is expected to include 65 fields, including a major-league-size baseball park with a 10,000-person capacity with an additional 207 acres for commercial and retail development. Liberty Road is now open and the signal at Harmony Road and WCR15 project is expected to start in June or July.

Evans- Morris reported the City of Evans will be widening 35th and 65th Avenues, the Access Control Plan project at US 85 and 37th Street is finished, and the City is looking forward to moving ahead with the scope change on US 85 at 31st Street.

Greeley- Casseday announced there will be a free kick-off concert June 16th featuring Southern Fried, in downtown Greeley to ring in the 96th Greeley Stampede June 23rd - July 4th.

Loveland- Clark reported Loveland's Downtown Redevelopment project is underway. He thanked CDOT for the opening of US 34 through the Big Thompson Canyon.

Larimer County- Donnelly reported the new Larimer County Courthouse facility in Loveland at Denver Avenue and 1st Street will break ground in June.

Eaton- Ross thanked CDOT for the repavement work being done on US 85 from north Greeley through Ault and reported there is a possibility of a new railroad spur at the south end of town.

MEETING WRAP-UP:

Next Month's Agenda Topic Suggestions:

1) *Professional Development Contract/ Funding*

The meeting was adjourned at 9:07 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff