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 Chris Colclasure
 CDPHE- Air Pollution Control Division
 Kathy Gilliland
 Transportation Commission

MPO Staff
 Terri Blackmore
 Executive Director
 Becky Karasko
 Regional Transportation Planning
 Director
 Renae Steffen
 Administrative Director
 Crystal Hedberg
 Finance Director

Next Council Meeting
January 4, 2018
Berthoud Town Hall
807 Mountain Ave.
Berthoud, CO

**NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
 MEETING AGENDA
 December 7, 2017**

**Eaton Area Community Center
 West Eaton, 1675 3rd Street
 Eaton, CO**

Council Dinner 5:30 p.m.
MPO Council Meeting - 6:00 to 8:30 p.m.

Pledge of Allegiance

2-Minute Public Comment (accepted on items not on the Agenda)

Anyone in the audience will be given time to speak to items on the Consent Agenda. Please ask for that item to be removed from the Consent Agenda. Items pulled will be heard at the beginning of the regular agenda. Members of the public will be given an opportunity to speak to all other items prior to Council action being taken.

1. Acceptance of Meeting Agenda
2. Approval of Minutes-Lead Planning Agency for Air Quality/MPO-October 5, 2017 (Pg. 7)

Lead Planning Agency for Air Quality Agenda

Estimated Time

COUNCIL REPORTS:

3. Air Pollution Control Division (APCD) (Written Report)
4. Regional Air Quality Council (RAQC) (Written Report)

Metropolitan Planning Organization (MPO) Agenda

Estimated Time

REPORTS:

5. Report of the Chair Kevin Ross 5 min
6. Finance Committee (Pg. 14) (Written Report)
7. TAC (Pg. 17) (Written Report)

CONSENT ITEM:

8. Coordinated Plan (Pg. 18) Alex Gordon 5 min

ACTION ITEMS:

9. UPWP Amendment #2 (Pg. 20) Becky Karasko 5 min
10. 3rd Quarter Financial Statements (Pg. 32) Crystal Hedberg 5 min
11. MPO Office Closure 12/26 (Pg. 46) Kevin Ross 5 min
12. Authorizing Investigation Into Events Involving Executive Director, Executive Coaching, and NFRMPO Staff, and Recommending Internal Reporting Procedures Kevin Ross 15 min
13. Election of 2018 MPO Officers Kevin Ross 15 min

PRESENTATION:

14. US 287 Asset Inventory (Pg. 47) Alex Gordon 10 min

DISCUSSION ITEM:

15. Joint Planning Advisory Council (Pg. 62) Kevin Ross 10 min
16. MPO Vehicle Replacement (Pg. 64) Kristie Melendez 10 min

COUNCIL REPORTS:

15 min

- Transportation Commission Kathy Gilliland
 Hyperloop Update (Written Report)
 CDOT Region 4 Johnny Olson
 I-25 Update Horak/Mallette
 STAC (Pg. 65) (Written Report)
 Host Council Member Report Kevin Ross
 Other Council Member Reports Council Members

MEETING WRAP-UP:

5 min

Next Month's Agenda Topic Suggestions

EXECUTIVE SESSION:

The Council's agenda will include an Executive Session pursuant to Section 24-6-402(4)(b) and (f) of the Colorado Revised Statutes for discussion of a personnel matter involving the MPO's Executive Director and to seek the advice of the Council's attorney on said matter. **60 min**



MPO MEETING PROCEDURAL INFORMATION

1. The order of the agenda will be maintained unless changed by the MPO Planning Council Chair (MPO Chair).
2. "Public Comment" is a time for citizens to address the Planning Council on matters that are not specifically on the agenda. Each citizen shall be limited to a total of two (2) minutes time for public comment, or at the discretion of the MPO Chair.
3. Before addressing the Planning Council, each individual must be recognized by the MPO Chair, come and stand before the Council and state their name and address for the record. (All proceedings are taped.)
4. For each Action item on the agenda, the order of business is as follows:
 - MPO Chair introduces the item; asks if formal presentation will be made by staff
 - Staff presentation (optional)
 - MPO Chair requests citizen comment on the item (two minute limit for each citizen)
 - Planning Council questions of staff on the item
 - Planning Council motion on the item
 - Planning Council discussion
 - Final Planning Council comments
 - Planning Council vote on the item
5. Public input on agenda items should be kept as brief as possible, and each citizen shall be limited to two (2) minutes time on each agenda item, subject to time constraints and the discretion of the MPO Chair.
6. During any discussion or presentation, no person may disturb the assembly by interrupting or by any action such as applause or comments. Any side conversations should be moved outside the meeting room. Courtesy shall be given to all speakers.
7. All remarks during the meeting should be germane to the immediate subject.

GLOSSARY

5303 & 5304	FTA program funding for multimodal transportation planning (jointly administered with FHWA) in metropolitan areas and States
5307	FTA program funding for public transportation in Urbanized Areas (i.e. with populations >50,000)
5309	FTA program funding for capital investments
5310	FTA program funding for enhanced mobility of seniors and individuals with disabilities
5311	FTA program funding for rural and small Urban Areas (Non-Urbanized Areas)
5326	FTA program funding to define “state of good repair” and set standards for measuring the condition of capital assets
5337	FTA program funding to maintain public transportation in a state of good repair
5339	FTA program funding for buses and bus facilities
3C	Continuing, Comprehensive, and Cooperative
7th Pot	CDOT’s Strategic Investment Program and projects—originally using S.B. 97-01 funds
AASHTO	American Association of State Highway & Transportation Officials
ACP	Access Control Plan
ADA	Americans with Disabilities Act of 1990
ADT	Average Daily Traffic (also see AWD)
AIS	Agenda Item Summary
AMPO	Association of Metropolitan Planning Organizations
APCD	Air Pollution Control Division (of Colorado Department of Public Health & Environment)
AQC	Congestion Mitigation & Air Quality Improvement Program funds (also CMAQ)
AQCC	Air Quality Control Commission (of Colorado)
AWD	Average Weekday Traffic (also see ADT)
CAAA	Clean Air Act Amendments of 1990 (federal)
CBE	Colorado Bridge Enterprise funds
CDOT	Colorado Department of Transportation
CDPHE	Colorado Department of Public Health and Environment
CMAQ	Congestion Mitigation and Air Quality (a FHWA funding program)
CMP	Congestion Management Process
CNG	Compressed Natural Gas
CO	Carbon Monoxide
CPG	Consolidated Planning Grant (combination of FHWA PL112 & FTA 5303 planning funds)
CFY	Calendar Fiscal Year
DOT	(United States) Department of Transportation
DRCOG	Denver Regional Council of Governments
DTD	CDOT Division of Transportation Development
DTR	CDOT Division of Transit & Rail
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
FAST ACT	Fixing America’s Surface Transportation Act (federal legislation, December 2015)
FASTER	Funding Advancements for Surface Transportation and Economic Recovery (Colorado’s S.B. 09-108)

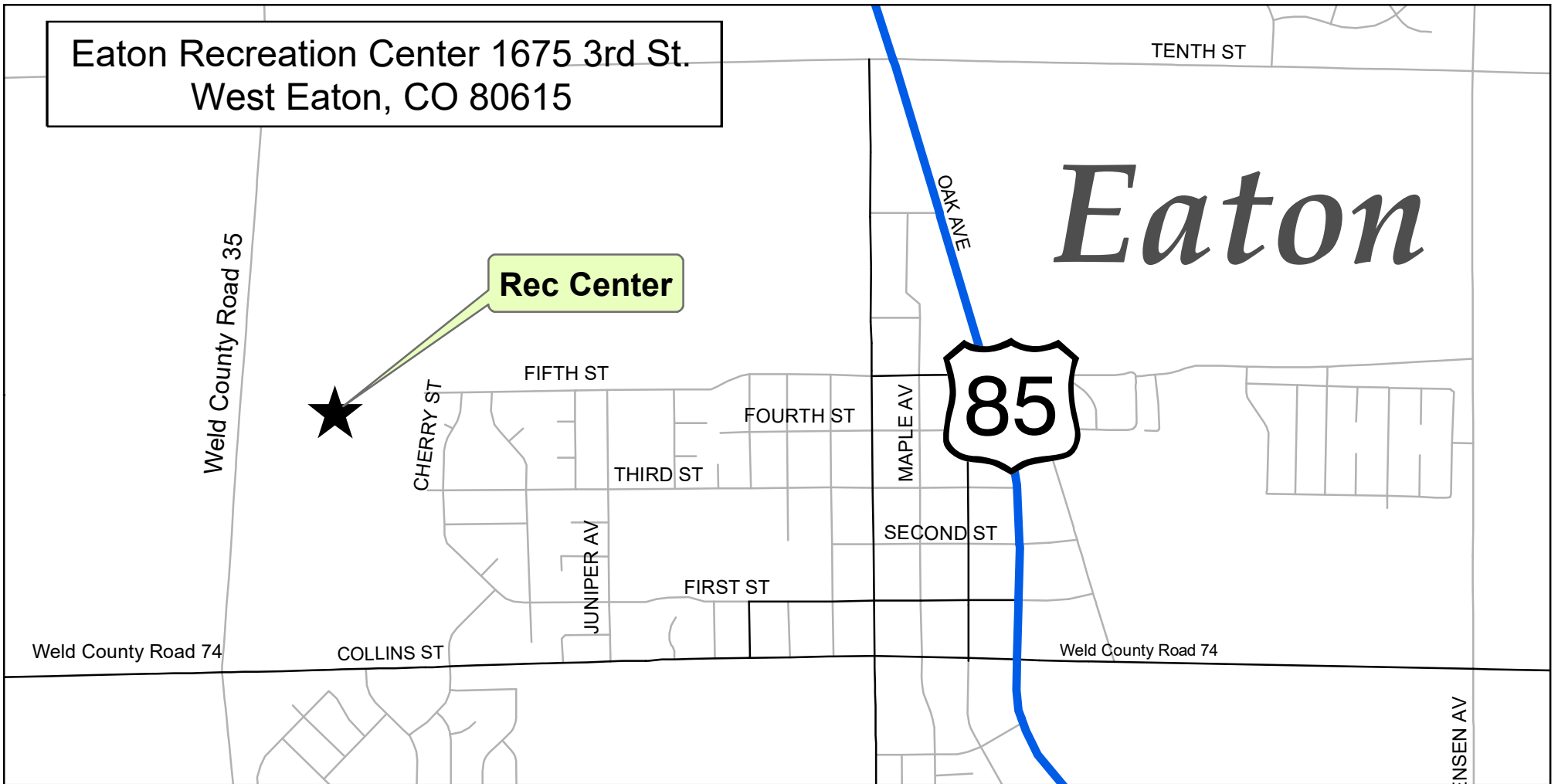
GLOSSARY (cont'd)

FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FRA	Federal Railroad Administration
FY	Fiscal Year (October - September for federal funds; July to June for state funds; January to December for local funds)
FFY	Federal Fiscal Year
HOV	High Occupancy Vehicle
HPTE	High-Performance Transportation Enterprise (Colorado)
HTF	Highway Trust Fund (the primary federal funding source for surface transportation)
HUTF	Highway Users Tax Fund (the State's primary funding source for highways)
INFRA	Infrastructure for Rebuilding America
I&M or I/M	Inspection and Maintenance program (checking emissions of pollutants from vehicles)
ITS	Intelligent Transportation Systems
LRP or LRTP	Long Range Plan or Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century (2012 federal transportation legislation)
MDT	Model Development Team
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MVEB	Motor Vehicle Emissions Budget
NAA	Non-Attainment Area (for certain air pollutants)
NAAQS	National Ambient Air Quality Standards
NEPA	National Environmental Policy Act
NFRT & AQPC	North Front Range Transportation & Air Quality Planning Council (also NFRMPO)
NFRMPO	North Front Range Metropolitan Planning Organization (also NFRT & AQPC)
NHS	National Highway System
NOx	Nitrogen Oxide
OBD	On-Board Diagnostics (of a vehicle's engine efficiency and exhaust)
O₃	Ozone
PL112	Federal Planning (funds)
PPP (also P3)	Public Private Partnership
R4 or R-4	Region 4 of the Colorado Department of Transportation
RAQC	Regional Air Quality Council
RPP	Regional Priority Program (a funding program of the Colorado Transportation Commission)
RTP	Regional Transportation Plan
RTP (see TAP or TA)	Recreational Trails Funds - FHWA Environment funds
SH	State Highway
SIP	State Implementation Plan (air quality)
SOV	Single Occupant Vehicle

GLOSSARY (cont'd)

SPR	State Planning and Research (federal funds)
SRP	State Rail Plan
SRTS (<i>see TAP and TA</i>)	Safe Routes to School (a pre-MAP-21 FHWA funding program)
STAC	State Transportation Advisory Committee
STIP	Statewide Transportation Improvement Program
STU	Surface Transportation Metro (a FHWA funding program that is a subset of STP)
STP	Surface Transportation Program (a FHWA funding program)
STBG (previously STP-Metro)	Surface Transportation Block Grant (a FAST Act FHWA funding program)
TAC	Technical Advisory Committee (of the NFRMPO)
TA (previously TAP)	Transportation Alternatives program (a FHWA funding program)
TAZ	Transportation Analysis Zone (used in travel demand forecasting)
TC	Transportation Commission of Colorado
TDM	Transportation Demand Management
TIGER	Transportation Investment Generating Economic Recovery a competitive federal grant program
TIP	Transportation Improvement Program
Title VI	U.S. Civil Rights Act of 1964, prohibiting discrimination in connection with programs and activities receiving federal financial assistance
TMA	Transportation Management Area (federally-designated place >200,000 population)
TOD	Transit Oriented Development
TPR	Transportation Planning Region (state-designated)
TRAC	Transit & Rail Advisory Committee (for CDOT)
UPWP	Unified Planning Work Program
VMT	Vehicle Miles Traveled
VOC	Volatile Organic Compound

Eaton Recreation Center 1675 3rd St.
West Eaton, CO 80615



Directions:

From South: Take US 85 to 3rd Street. Take a left on 3rd Street. Eaton Recreation Center is one mile west of intersection.

From North: Take US 85 to 3rd Street. Take a right on 3rd Street. Eaton Recreation Center is one mile west of intersection.

From West: Take Weld County Road 74 to Weld County Road 35. Eaton Recreation Center is 0.4 miles north of intersection.



0.25 0.125 0 0.25 Miles



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

**October 5, 2017
Loveland Police & Courts Building
810 E. 10th Street
Loveland, CO 80645**

Voting Members

Present

Kevin Ross- Vice Chair -Eaton
Jennifer Baker -Berthoud
Chris Colclasure -CDPHE
John Morris -Evans
Gerry Horak -Fort Collins
Robb Casseday -Greeley
Troy Mellon -Johnstown
Tom Donnelly -Larimer County
Paula Cochran -LaSalle
Joan Shaffer -Loveland
Linda Measner -Milliken
Don Brookshire -Severance
Julie Cozad -Weld County
Kristie Melendez -Windsor
Aaron Pearson -Timnath
Kathy Gilliland -Trans. Commission

Absent

*No member -Garden City

MPO Staff:

Terri Blackmore, Executive Director; Becky Karasko, Regional Transportation Planning Director; Renae Steffen, Administrative Director; Alex Gordon, Transportation Planner II/Mobility Coordinator, Medora Kealy, Transportation Planner.

In Attendance:

Dawn Anderson, Jeff Bailey, Jim Becklinberg, Jim Eussen, Jim Flesher, Joel Hemesath, Wayne Howard, Myron Hora, Mark Jackson, Will Jones, Will Karspeck, Tim Kirby, Dave Klockman, David Krutsinger, Jason Licon, Bob Massaro, Debra Perkins-Smith, Karen Schneiders, Fred Starr.

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:

*MELENDEZ **MOVED** TO APPROVE THE OCTOBER 5, 2017 MEETING AGENDA. The motion was **seconded** and **passed** unanimously.*

APPROVAL OF THE MINUTES:

*SHAFFER **MOVED** TO APPROVE THE SEPTEMBER 7, 2017 MEETING MINUTES WITH TWO MINOR CORRECTIONS. 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

Chris Colclasure, APCD Deputy Director, gave the 2017 Summer Ozone Season presentation to the Council noting 2017 was one of the best ozone years the Denver Metro/North Front Range (DMNFR) region had in a very long time and because 2017 was a clean data year there will be a one year extension on the deadline for meeting the new ozone standard. However, it will be necessary for 2018 and 2019 to be clean years in order to avoid being bumped up to a Serious Non-attainment status. He clarified the monitor at Fort Collins West was showing a downward trend even though it had been noted by some recently that it was not.

Donnelly asked what the background level was in the region. Colclasure responded, while there are different ways to define and measure it, generally 50-60 ppb are background and mostly out of our control like ozone from nature (Plants, trees and smoke), other states and other countries. Ross asked how that background concentration compared to other states. Colclasure replied the Rocky Mountain West is higher partly due to elevation. Gilliland asked if the U.S. should move towards a non-fuel option similar to the way China plans to do by 2030. Colclasure replied it could not get the State to zero but it could have a major impact if the EPA were to invoke a section of the Clean Air Act that would prevent Colorado from being reclassified, noting Colorado would still need to take measures to reduce ozone wherever possible. There are some complications and it is uncertain whether the State would be eligible or wants to make that choice due to concerns that other states, especially those not as protective of the environment, would be able to use that as a way to not take measures to reduce their own ozone levels. Shaffer inquired whether Colorado should require the use of rubber boots on gas pump hoses similar to those used in California. Colclasure responded cars are now made with an on-board vapor recovery system that EPA says is equally as effective.

Donnelly commented that DMNFR's downward trend in ozone over the past several years make it appear the region has done very well mitigating their own ozone even with near 20% population increases, and considering the minimal amount that can be controlled. Colclasure agreed, calling it a success story for the region, and adding there are still more cost-effective measures that can be taken to decrease the negative effects on public health in the area. Morris asked what will happen if the EPA does not exclude the two days at the National Renewable Energy Laboratory (NREL). Colclasure replied that would result in DMNFR not having a clean data year for 2017. Morris asked when it will be confirmed. Colclasure answered it takes several months to get to a response after the submission of the request which will be made in the spring. Brookshire asked if DMNFR has a bigger challenge than other regions in Colorado or the Country. Colclasure responded although DMNFR has more issues with background ozone, other regions may have higher populations or geography issues, so it can definitely vary. He added there are a few states that have clean air, and cited North Dakota as an example.

Regional Air Quality Council

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, introduced Barbara Bills, the new Administrative Specialist. She indicated there was an October 5 Director's Report Addendum and highlighted the following items:

- The newest edition of *On the Move* was provided in the Council handouts.

- There are still seats available for the CDOT Transportation Summit. Council members should contact Blackmore if interested in attending.
- There will be a kick-off meeting for the Federal Certification process, Wednesday, October 11th, to discuss the last Certification and progress made since then.

Report of the Chair:

Chair Ross reported the Executive Committee is working with Christina Haxton, the MPO's coach from The Center for Sustainable Strategies, on formulating a new survey that is different from the 360 Survey used in past years and will give more applicable and accurate results. The survey will be going out to the individual groups very soon in order to adhere to the process timeline outlined in the Articles of Association as much as possible.

TAC:

A written report was provided.

Mobility:

A written report was provided.

ACTION ITEMS:

September 2017 TIP Amendment

Medora Kealy, Transportation Planner, briefly reviewed information from the September 2017 TIP Amendment AIS with the Council. Donnelly expressed his concern that an expedited process may be needed to add additional funding to the I-25 project. Blackmore explained that would no longer be necessary because additional money would only need to be put into the I-25 project through an amendment process if the Best and Final Offer (BAFO) doesn't come in within the range and because the Notice to Proceed has been delayed until March there will be two TIP amendment periods in which they could add whatever may be needed, if anything.

*CASSEDAY **MOVED** TO APPROVE RESOLUTION 2017-20 APPROVING THE SEPTEMBER 2017 AMENDMENT TO THE FY2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP). The motion was **seconded** and **passed** unanimously.*

VW Mitigation Letter

Blackmore reviewed information from the revised Volkswagen Settlement Proposed Mitigation Plan letter with the Council noting the last paragraph was added after she learned one of the items in the VW proposal was to electrify transit buses to confirm the Council was supportive of Transfort's effort to electrify their CSU routes. She stated there was a sizeable crowd in attendance at the public hearing she attended and many great comments were made. She also noted her recommendation that CDOT do a public hearing on their process for allocating the transit funds, similar to that which CDPHE had done with the VW Mitigation Plan.

*COZAD **MOVED** TO APPROVE THE REVISED VOLKSWAGEN SETTLEMENT PROPOSED MITIGATION PLAN LETTER. The motion was **seconded** and **passed** unanimously.*

VanGo™ Fares

Blackmore noted because the MPO had not been able to find a qualified consultant to complete the 2018 Fare Analysis it has been delayed and will now be completed in house by Alex Gordon, whom she believes is more than capable. She briefly reviewed some of the information from the 2018 VanGo™ Fares memo and charts with the Council noting no public hearing was required because there was no change to the rate. Ross complimented Blackmore and the VanGo™ staff for making the vanpooling program successful and as self-sustaining as possible, a goal that has been pursued for many years. Blackmore stated the program is largely able to keep up ridership, a difficult task as gas prices continue to be low, due to Shane Armstrong, Vanpool Services Coordinator, who has

maintained 90% ridership, and HOV3 which inspires vans to always have at least three riders at any given time, and often they register as many as seven or eight.

*MELLON **MOVED** TO APPROVE NO FARE INCREASE FOR VANGO IN 2018. The motion was **seconded** and **passed** unanimously.*

PRESENTATIONS:

CDOT Southwest Chief & Front Range Passenger Rail Commission (SWC & FRRC)

David Krutsinger, CDOT Deputy Director, presented the Southwest Chief & Front Range Passenger Rail Commission to the Council. He indicated that Becky Karasko, Regional Transportation Planning Director, was the SWC & FRRC representative for the Council and encouraged them to use her to represent their collective voice to the larger body outside of CDOT and identify how the commission should move forward on regional rail planning. Donnelly questioned if Hyperloop may circumvent train service. Krutsinger replied it was all about travel time, price point, construction cost and what the public supports, citing one downfall was the lack of stops at generally smaller communities, between destinations. Cozad asked if it is expected that Hyperloop service would be primarily along the I-25 corridor. Krutsinger responded long-term that is where the population is so they need to serve where there is need, but in the short-term CDOT is anticipating entering into a very high-level feasibility study that will focus on the simpler route between Greeley and DIA. Gilliland noted that Hyperloop is getting Colorado noticed for being open to new technology which is very beneficial to bringing new business to the State. Morris asked how the ICS Results Survey ridership numbers are calculated. Krutsinger responded there are many pieces of data including population growth, rider statistics about current transportation habits, surveys with broad range questions about future travel modes and costs, and randomizing the way questions are asked to get the most accurate results. Morris asked if they could predict how much traffic would come off I-25. Krutsinger answered approximately one complete lane of traffic could be removed or 37,000 vehicles, noting that would be 20-30 years in the future. Melendez asked what the cost index was for the pricing shown on the three Front Range Transit & Rail Options. Krutsinger said the rate of inflation used was approximately 4%, a balance between customer inflation of around 3% and construction inflation of 5 - 6%.

Remote Tower

Jason Licon, Director of the Northern Colorado Regional Airport (NCRA), noted the NCRA had worked with CDOT, FAA and others on the Remote Tower Project for approximately four years and he was very excited they were chosen to host the first Remote Air Traffic Control Tower, previously called the Virtual Tower. He then gave the Colorado Remote Tower Project presentation to the Council. Casseday asked if the aircraft needed special equipment to communicate with the new tower. Licon responded they did not. Casseday inquired if radar was used. Licon replied there would be radar from an FAA site in Platteville. Morris asked if there was a backup system. Licon said they would do air traffic control the way it is done currently with aircraft talking to each other on a common traffic advisory frequency, adding that is also the way it will be handled when the remote tower is down after the busier daytime hours.

CDOT Roadway Usage Charge

Tim Kirby, Manager, MPO & Regional Planning Section presented the Colorado Road Usage Charge Pilot to the Council.

All Vehicles Pay an Equal Amount for the Same Miles Traveled-

Horak asked why smaller, lighter vehicles would pay the same as larger, heavier vehicles that cause more damage to the roads. Kirby replied that CDOT discovered the real impact differential actually occurs between light fleet and freight vehicles, adding the debate over charging vehicles according to their impact on the roads would have to occur at the State Legislature level. Morris asked if the odometer readings could be done when vehicles go through emissions testing facilities to help avoid

spending millions of dollars on technology. Kirby replied that was being considered as an option. Cochran enquired whether there would be a penalty assessed on low mileage users. Kirby responded there would not be a fee; everyone would pay only for the actual miles they drive. Morris asked if there would be a base fee. Kirby said CDOT did not anticipate any costs other than the per mile basis. Ross questioned how vehicles delivering goods that are not licensed in Colorado would pay for their effect on the roads. Kirby replied they would like to work with the communities before with the help of RUC West Regional program that is exploring options to resolve those issues.

Questions/Open Discussion-

Ross asked if road and infrastructure usage by out-of-state drivers, including tourist travel and delivery-of-goods vehicles, would be the responsibility of the vehicle owners. Kirby responded some issues can be addressed within each community before businesses are able to bring their operations to their area of Colorado but CDOT does plan to work on solutions through cooperative efforts with RUC West's Regional program. He noted they are currently in a pilot program specifically designed to research and address those types of issues and hope to gain perspective that leads to viable solutions. Measner asked how long the project would take and if it may become nationalized. Kirby replied implementation of RUC is still years away and because the Federal Government is providing resources to continue their research it can be presumed they are looking at this as a potential alternative funding mechanism throughout the Country.

Brookshire asked how the 1.2 cents per mile rate was determined and whether it met the financial needs for upkeep of roads. Kirby responded extensive studies would need to be done to match a rate to potential road maintenance and repair costs so they set the rate knowing the existing makeup of the statewide fleet and the average vehicle fuel efficiency with the end goal of helping to stabilize the revenue stream. Brookshire enquired if there was a way for people to compare RUC to prices at the pump. Kirby stated there was a RUC calculator available at the CDOT website:
<https://www.codot.gov/programs/ruc/programs/ruc/programs/ruc/calculator>.

Shaffer expressed her concern that consumers are expected to provide their own information and many, especially seniors, may have difficulty doing so, and suggested many are accustomed to receiving a bill. Kirby clarified that CDOT will watch for the vulnerable populations and noted that the non-GPS mechanism, will calculate routinely and payment can automatically go through CDOT's portal wallet (Pay & Forget). Shaffer also asked what happens when Colorado drivers travel out of state. Kirby pointed out that RUC West is being developed to help answer those types of questions and could only say it would depend on components such as if the states traveled in were RUC states and which type of mechanism the vehicle had installed. He also indicated they would most-likely take off out-of-state mileage. Morris suggested a license plate reader may be a solution. Gilliland stated she had participated in the pilot and it was very easy to use, noting her results were very similar to what she paid through the gas tax and interestingly, so were some of the rural user's results. She likes the idea that people pay for what they actually use and wants to continue the conversation. Ross agreed that it was critical to find a solution to sharing the port and/or technology currently used by the insurance companies and added he believed it would be available to use and the signal could be shared. Kirby stated that may be a great public/private sector cooperation opportunity. Donnelly asked if RUC was considered a road users fee and therefore would not be subject to TABOR. Kirby replied it was a fee not a tax but could not speak to the TABOR topic. Morris commented that if CDOT partnered with the municipalities and counties. Stockinger responded they are definitely looking at that for future research. He encouraged Council member to contact him and keep the conversations flowing.

DISCUSSION ITEM:

Coordinated Plan

Alex Gordon, Transportation Planner II/Mobility Coordinator, presented the 2017 Coordinated Plan to the Council. Cozad thanked Gordon for Hill N Park's listing for Inclusion in the plan's Goals and Strategies, noting there are 800 people in that area without transit and she has been working with that citizen group for quite a long time on a solution. She asked Gordon if the percentages on the page 44 map were accurate as it appeared there were too many older adults with disabilities in Milliken. Gordon replied the information was taken from the most recent census tract from 2015 and may not align with the individual communities. He offered to look into the discrepancies further and correct the map so the information was more consistent. Gilliland noted that Greeley, Fort Collins, Loveland and Windsor are in great need of transit connections and asked Gordon to pay particular attention to those communities. Gordon said he has been aware of the lack of transit on US 34, especially to medical facilities, and hopes to see resolutions in the near future.

COUNCIL REPORTS:

Transportation Commission Report

Gilliland reported on the following:

- Mark Imhoff is retiring. CDOT is looking for a new Director for the Division of Transit and Rail.
- CDOT hopes to have the I-25 project's Best and Final Offer by November 17th.
- CDOT is working diligently on their 10 year Development Plan.

CDOT Region 4

A written Project Status Update was provided. Schneiders stated anyone with questions regarding the update could email Johnny Olson.

I-25 Update

Blackmore reported that only Segment 6 Improvements in the I-25 North: SH 56 to SH 402 project would be moving forward on the Infrastructure for Rebuilding America (INRFA) Grant funding request. It was decided at the meeting on October 6th that Segment 6 would be able to get closer to funding a complete project if it was not combined with Segment 5 but the benefit to cost score was higher than one even though alone it does not eliminate the bottleneck and would probably not score as high. The project will be approximately \$15M short but that money may be able to come from the local communities, transit funding, or even FASTER Safety Grant funding because it will include Park n Ride facilities similar to Kendall Parkway. She said she believes if they are granted the \$80M they will find a way to come up with the remainder somehow. The story of how the MPO communities collaborated to get the additional funds needed to for I-25 will be very beneficial to the grant process. She also noted that although the Freight Plan would now be delayed by a couple of months it would actually align better with CDOT's Freight Plan which is also delayed

US 34 Coalition

Cozad reported on the following:

- CDOT and the Consultants are saying the project is on schedule and they are continuing to gather data for the different components
- Upcoming public meetings will be November 8 at CDOT R4 from 5-7 and November 15 at the Best Western which will offer presentations at 4:30 pm and at 6 pm
- The PEL is to be completed June 1, 2018
- They will have some projects by December 2017 as requested
- Several early projects were identified

STAC Report

A written report was provided.

Host Council Member Report- Shaffer welcomed everyone and thanked them for coming to Loveland. She also complimented Fireside Café on the catered food noting they were located next to Group

Publishing. She reported Loveland road and transportation projects are getting done as planned. Leah Browder, Loveland Public Works Director, resigned and Jeff Bailey will be the Interim Director. She finished her report that she would not be running for Loveland City Council in November and that Dave Clark would be running unopposed. She thanked everyone for their friendship and support over her time on the NFRMPO Council. Ross thanked Shaffer for her time serving on the Council and wished her the best in her future endeavors.

Fort Collins- Horak reported the following:

- As of August, Transfort now offers four of their routes 365 days a year
- CSU's new stadium opened with approximately 30K in attendance and no traffic issues. Blackmore noted the City of Greeley also provides transit buses to support the CSU games
- Fort Collins received an award from RAQC for their use of 2-stroke motors noting they have begun switching to electric mowers and are finding them to have equal ability. They are using the \$15K award money to continue to purchase electric municipal lawn and garden equipment.

Windsor- Melendez announced Wallet Hub's app rated Windsor the best City in Colorado, October 23rd is the move-in date for the new Windsor Public Works Building, and a roundabout and infrastructure are going in for a new 2800 home development called RainDance.

Eaton- Ross reported there continues to be construction on US85.

MEETING WRAP-UP:

Next Month's Agenda Topic Suggestions:

There were no suggestions.

The meeting was adjourned at 8:51p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff

Finance Committee Report

- Finance Committee met on November 16, 2017
- The Committee reviewed the 2017 3rd Qtr. Unaudited Financial Statements.
- The Finance Committee recommends Council accept the 3rd Qtr. Unaudited Financial Statements.
- FY 2018 UPWP amendment #2 was presented to the Finance Committee
- This amendment will add funding from two sources to the UPWP -405C Safety grant and rollover funds from CPG
- The Safety grant will help cover costs of geocoding crashes
- The rollover funds will be used to complete the purchase of travel counters, originally in the FY 2017 UPWP, and the land use model update, travel demand model update and transit element
- The Finance Committee recommends Council approve the 2018 UPWP amendment #2.
- The Finance Committee discussed the time frame and alternate funding sources for the purchase of the MPO vehicle.
- The Finance Committee requested a discussion of the MPO vehicle purchase be added to the December Council meeting.

Finance Committee Meeting Minutes of the
North Front Range Transportation & Air Quality Planning Council

November 16, 2017

7:30 a.m.

Egg & I

1205 Main Street, Windsor, CO

Members Present

Tom Donnelly

Kristie Melendez

Jennifer Baker

Staff Present

Terri Blackmore

Crystal Hedberg

The meeting was called to order by Chair Donnelly at 7:35 a.m.

Approval of Minutes:

Melendez moved to approve the August 17, 2017 meeting minutes. The motion passed unanimously.

3rd Qtr. Unaudited Financial Statements

The 3rd quarter 2017 unaudited financial statements were reviewed. Hedberg noted the MPO had a year to date net loss of \$29,478. The majority of this is due to the timing of when revenues from Fort Collins are recorded and when the expenses occur. We exchange \$5310 funds for mobility management activities with City of Fort Collis. Fiscal year 2016 funds were recorded in 2016 and received in 2017. Fiscal year 2017 funds are expected to be recorded in 2017 during the 4th quarter.

Hedberg also noted that the VanGo program had a year to date net loss of approximately \$135,000. During the 3rd quarter, the program paid FTA about \$77,000 from proceeds from the sales of vans originally purchased with FTA \$5307 funds. Since the vans sold for more than \$5,000, FTA required the funds be repaid. The program also paid the local match portion of the vans purchased with state FASTER funds which amounted to approximately \$77,000. The VanGo program will no longer send vans to auction until the blue book value is less than \$5,000.

Melendez moved the Finance Committee recommend Council accept the 3rd quarter unaudited Financial Statements. The motion passed unanimously.

FY 2018 UPWP Amendment #2

Blackmore explained that this amendment added funds from two sources. The MPO applied for and received a 405C Safety grant to help cover the costs of geocoding crashes. Other funds being added are the remaining FY 17 funds which will be used to purchase travel counters being moved into the FY 2018 UPWP. The remaining amount will be used for the land use model update, travel model update and the regional transit element. The TAC approved the tasks at their November 15, 2017 meeting. Melendez moved the Finance Committee recommend the Council approve the FY 2018 UPWP and budget amendment. The motion passed unanimously.

MPO Vehicle Purchase

Blackmore reported the “Buy America” waiver request has been sent to FHWA. Baker asked the length of time it would take to receive the waiver. Blackmore responded that FHWA just approved the fall 2016 waivers. It was clarified that the Honda had been sold and the MPO is currently reimbursing the VanGo program for the use of their vans. Melendez asked if there were any other funding sources that could be used to acquire the vehicle and Hedberg responded the Council could elect to use reserve funds to make the purchase. The Finance Committee requested this go to Council as a discussion item at the December meeting.

The meeting was adjourned at 8:15 a.m.

EXECUTIVE SUMMARY of the
TECHNICAL ADVISORY COMMITTEE (TAC)
North Front Range Transportation and Air Quality Planning Council
November 15, 2017

APPROVAL OF THE AUGUST 16, 2017 TAC MINUTES

The September 20, 2017 TAC meeting minutes were approved unanimously.

ACTION ITEMS

FY2018-2019 UPWP and Budget Amendment - Blackmore stated the NFRMPO needs to roll funds forward and add funding to four work tasks in the FY2018-2019 UPWP. The budget amendment will go to Finance Committee tomorrow. Bailey moved to recommend approval of the Amendment. Jones seconded the motion and it passed unanimously.

OUTSIDE PARTNERS REPORTS (verbal)

Northern Colorado (NoCo) Bike & Ped Collaborative - Buckley stated NoCo provided a memo to CDOT recommending non-motorized crossings at Box Elder Creek, Big Thompson River, and Prospect Road across I-25. Buckley discussed CSU's non-motorized count data from the new underpass at Shields St. and West Elizabeth St.

Regional Transit Agencies - Jones reported GET buses are well used at CSU football games and GET set a ridership record in October with 88,000 rides. Bailey stated Loveland City Council passed four transit-related measures. Kemp reported David Averill is no longer with Transfort and they are actively looking to fill the position.

PRESENTATIONS

2017 Coordinated Public Transit/Human Services Transportation Plan - Gordon stated the Plan consists of a needs assessment, assessment of available services, strategies to address gaps between current services and needs, and strategy priorities. The public comment period closes November 24 and the Plan will go to Planning Council for Action on December 7.

DISCUSSION ITEMS

2045 Regional Transportation Plan Goals, Objectives, Performance Measures, and Targets (GOPMT) - Gordon stated the NFRMPO must support CDOT's state targets or set its own regional targets addressing the federally required performance measures. All highway targets, besides safety, must be set by November 16, 2018. TAC would like to re-evaluate performance measures and targets from the 2040 RTP. Staff will bring more information to TAC in December.

NFRMPO Targets for Safety Performance Measures - Karasko stated the NFRMPO must support CDOT's safety targets or form its own regional safety targets by February 27, 2018. The NFRMPO will have to set new safety targets in 2019 to be incorporated in the 2045 RTP and FY20-23 TIP. Kealy described CDOT's targets and methodology and how the methodology could be applied to the region. TAC requested more background information. The item will return to TAC for Action in December.

REPORTS:

Mobility Committee Updates - Gordon listed upcoming meeting information for the Larimer County and Weld County Mobility Committees and the *Larimer County Senior Transportation Needs Assessment* subcommittee.

TIP Modification Updates - Kealy stated July-September Modifications were included in the packet.

Bike/Ped Counters Updates - Dusil indicated a permanent counter report and information on the NFRMPO's three new counters were in the packet.

Public Involvement 2017 Summary - Martin stated NFRMPO staff attended 12 events and interacted with more than 1,400 people during 2017 Summer Outreach.

FHWA Inactive Project List - Seelhoff stated the Loveland I-25/US34/Crossroads VMS project submitted a bill and will come off the Inactive Project List in the next iteration.

AGENDA ITEM SUMMARY (AIS)

North Front Range Transportation & Air Quality Planning Council



Meeting Date	Agenda Item	Submitted By
December 7, 2017 Eaton	2017 Coordinated Public Transit/Human Services Transportation Plan **CONSENT**	Alex Gordon
Objective/Request Action		
The Larimer County Mobility Committee and Weld County Mobility Committee recommend Planning Council approval of the 2017 <i>Coordinated Public Transit/Human Services Transportation Plan</i> .		<input type="checkbox"/> Report <input type="checkbox"/> Work Session <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action
Key Points		
<p>To receive FTA §5310 funding, the NFRMPO is required to update the <i>Coordinated Public Transit/Human Services Transportation Plan (Coordinated Plan)</i> every four years. The NFRMPO Planning Council adopted the previous <i>Coordinated Plan</i> in December 2013. The 2017 <i>Coordinated Plan</i> identifies transportation issues, service overlaps and gaps for older adults and individuals with disabilities within the urbanized portions of Larimer and Weld counties, as well as goals and strategies to address the identified gaps. The 2017 <i>Coordinated Plan</i> was developed with input from the public through presentations at meetings, attendance at local events, and discussions at a senior center, and discussions with local transit agencies and the Larimer and Weld County Mobility Committees. The 2017 <i>Coordinated Plan</i> was available for public comment from October 25 through November 24, 2017. One comment was received from Greeley-Evans Transit to delete a word from the Evans project, and the word was deleted.</p> <p>The draft version of the 2017 <i>Coordinated Public Transit/Human Services Transportation Plan</i> can be downloaded at: http://bit.ly/2zAtQ5B</p>		
Committee Discussion		
<p>A draft version of the <i>Coordinated Plan</i> was sent to both Mobility Committees on August 30, with comments due by September 29. Comments were received from approximately 12 organizations and agencies. The Larimer County and Weld County Mobility Committees discussed the 2017 <i>Coordinated Plan</i> at their October meetings and recommended Planning Council approval. A draft version of the 2017 <i>Coordinated Plan</i> was presented to the Planning Council at their October 5 meeting.</p>		
Supporting Information		
<p>The NFRMPO Mobility Coordination Program is funded through FTA §5310 funds received from CDOT and sales tax dollars from the City of Fort Collins (exchanged for FTA §5310 funds). The NFRMPO Mobility Coordination Program brings together human service and transit agencies, and staff from the NFRMPO to ensure residents of the region have efficient and coordinated mobility and access. Federal transit law requires that projects selected for funding under the FTA §5310 Enhanced Mobility for Individuals and Individuals with Disabilities Program be "included in a locally developed, coordinated public transit-human services transportation plan". The Larimer and Weld County Mobility Committees have acted as steering committees for the 2017 <i>Coordinated Plan</i> and made a recommendation to Planning Council to approve the 2017 <i>Coordinated Plan</i>.</p>		
Advantages		
<p>The 2017 <i>Coordinated Plan</i> provides a template for transportation coordination between transit and human service agencies. It meets the requirements set forth by federal regulations and acts as the strategic plan for the NFRMPO's Mobility Coordination Program. The 2017 <i>Coordinated Plan</i> identifies programs and strategies to provide assistance to older adults and individuals with disabilities living within the NFRMPO region.</p>		
Disadvantages		
None noted.		
Analysis/Recommendation		
<p>The 2017 <i>Coordinated Plan</i> meets the requirements set forth by the FTA. At their respective October meetings, the Larimer County Mobility Committee and the Weld County Mobility Committee recommended the NFRMPO Planning Council approval of the 2017 <i>Coordinated Plan</i>.</p>		
Attachments		
<ul style="list-style-type: none"> • 2017 <i>Coordinated Public Transit/Human Services Transportation Plan</i> Executive Summary 		



RESOLUTION NO. 2017-21
OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
APPROVING THE 2017 COORDINATED PUBLIC TRANSIT/HUMAN SERVICES TRANSPORTATION
PLAN

WHEREAS, the North Front Range Transportation & Air Quality Planning Council (NFRMPO) is designated as the Metropolitan Planning Organization (MPO) in cooperation with local elected officials; authorized to carry out the continuing, cooperative, and comprehensive transportation planning process resulting in plans and programs that consider all transportation modes and supports community development, the local economy, and social goals; and

WHEREAS, 49 U.S.C. Chapter 5310 requires each grant recipient of FTA §5310 funding to adopt a locally developed, coordinated public transit-human services transportation plan; and

WHEREAS, the *2017 Coordinated Public Transit/Human Services Transportation Plan* was developed through a public outreach process, which included government agencies, local transit agencies, non-profit organizations, local public committees, the public at community events, and in partnership with the Larimer County Mobility Committee and the Weld County Mobility Committee; and

WHEREAS, the Larimer County Mobility Committee at their October 19 meeting and Weld County Mobility Committee at their October 24 meeting recommended approval of the *2017 Coordinated Public Transit/Human Services Transportation Plan* to the North Front Range Transportation & Air Quality Planning Council; and

WHEREAS, the North Front Range Transportation & Air Quality Planning Council as the MPO is the agency responsible for approving the *2017 Coordinated Public Transit/Human Services Transportation Plan* for the North Front Range Metropolitan Planning Area;

NOW, THEREFORE, BE IT RESOLVED, the North Front Range Transportation & Air Quality Planning Council hereby adopts the *2017 Coordinated Public Transit/Human Services Transportation Plan*.

Passed and adopted at the regular meeting of the North Front Range Transportation & Air Quality Planning Council held this 7th day of December, 2017.

Kevin Ross, Chair

ATTEST:

Terri Blackmore, Executive Director



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MPO Staff

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Becky Karasko
Regional Transportation Planning
Director
Rena Steffen
Administrative Director
Crystal Hedberg
Finance Director

MEMORANDUM

To: NFRMPO Planning Council
From: Terri Blackmore
Date: December 7, 2017
Re: FY2018 Unified Planning Work Program and Budget Amendment #2

Background

The NFRMPO is processing an amendment to the FY2018 Unified Planning Work Program (UPWP) to incorporate delayed work and additional funding. The NFRMPO needs to roll over the purchase of travel time counters to FY2018 in *Task 4.1 Congestion Management Process*. The remaining additional funds will be added to NFRMPO *Work Tasks 2.3 Land Use Model Update, 2.4 Travel Model Update, and 2.6 Regional Transit Element* roll over funds. The total CPG funds added are \$202,535 with \$35,602 in Local Match, for a total of \$236,043

In addition, the NFRMPO received a FHWA 405C Safety Grant to geocode traffic crashes for \$4,430 Federal and \$1,108 Local Match, for a total of \$5,288. The increase in the FY2018 budget is \$241,331.

Action

TAC and Finance Committee recommend approval of the FY2018 UPWP and Budget Amendment #2 for \$243,675.

Table 3: FY2018 Budget Amendments

Funding Source	As Adopted	Amendment 1	Amendment 2	Amendment 3	Cumulative
CPG	\$956,243	\$0	\$202,535		\$1,158,778
STP	\$112,826	\$0	\$0		\$112,826
SPR	\$120,000	\$0	\$0		\$120,000
FTA 5310	\$34,501	\$0	\$0		\$34,501
CDPHE	\$25,000	\$0	\$0		\$25,000
FC MM	\$36,230	\$0	\$0		\$36,230
FHWA 405C	\$0	\$0	\$4,430		\$4,430
Local	\$247,944	\$0	\$36,710		\$284,654
MPO Total	\$1,532,744	\$ 0	\$243,675		\$1,776,419
FC Sales Tax	\$159,589	\$0	\$0		\$159,589
VanGo™ Fares	\$615,000	\$0	\$0		\$615,000
VanGo™ Total	\$774,589	\$0	\$0		\$774,589

FTA 5307	\$4,000	\$0	\$0		\$4,000
Local	\$126,000	\$0	\$0		\$126,000
Transit Total	\$130,000	\$0	\$0		\$130,000

Budget amendments are made as needed. The NFRMPO does not anticipate more than three amendments during FY2018.

Amendment 1 was budget neutral.

I. MONITORING

1.1 DATA COLLECTION AND ANALYSIS

OBJECTIVE:

This task maintains and expands current data files on the NFRMPO transportation system and demographic characteristics. The NFRMPO analyzes short-range planning efforts and evaluates the Long-Range Transportation Plan objectives, assumptions, and recommendations using these databases.

METHOD:

In cooperation with local communities, transportation agencies, and planning staffs, the NFRMPO regularly obtains updated information on demographics, land use, and all aspects of the transportation system. Examples include population, dwelling units, employment, Master Plans, and Zoning Plans. The highway data collected includes changes in road miles, road characteristics, as well as automobile, truck, bike, and pedestrian traffic counts. The NFRMPO also collects transit data, including service hours, frequencies, routes, fixed-route stop locations, ridership, vehicles, and expenditures from the appropriate public and private agencies.

The NFRMPO monitors and analyzes travel characteristics at established screen lines to determine trip volumes, modal splits, and vehicle occupancy. Wherever possible, NFRMPO will compare the data collected against information previously collected and the NFRMPO long-range plan projections. The data collected for this work task will be incorporated into the long-range plan, the non-motorized plan, transit plan, and other project-specific reports. These reports will provide a more focused perspective of transportation issues at the local level. Additionally, staff will geocode traffic crashes within the region for 2007-2010 and 2016 and review previously geocoded crashes for 2011-2015 to ensure accuracy.

OVERALL IMPACT /INTENT:

This task provides a historical basis for comparative analysis of the transportation system with previous years, and identifies needed adjustments to the Long-Range Transportation Plan projects and the selection of projects for federal funding. This task also provides some of the necessary inputs to the NFRMPO Regional Travel Demand Model.

FY2018 AND FY2019 PRODUCTS

1. Expanded and updated data files
2. Geocoded traffic crashes for 2007-2010 and 2016
3. Reviewed geocoded traffic crashed for 2011-2015
4. Vehicle travel time collector and bicycle and pedestrian counter data
5. Summary of transportation data and analysis in the *Transportation Profile*
6. Summary of *On the Move* Quarterly Newsletter articles
7. Staff memos and working papers
8. CDOT Online Traffic Counts Listing

FY 2018

FY 2019

PERSON/WEEKS: 30

25

2018 BUDGET:

2019 BUDGET:

Personnel	\$84,288
Other Direct	8,800
Indirect	<u>20,306</u>
Total	\$113,394

Personnel	\$
Other Direct	
Indirect	
Total	\$

2018 DISTRIBUTION:

2019 DISTRIBUTION:

Federal	
405C (80%)	\$4,430
405C match (20%)	1,108
CPG (82.79%)	89,294
CPG match (17.21%)	<u>18,562</u>
Total	\$113,394

Federal	
CPG (82.79%)	\$
CPG match (17.21%)	
Total	\$

2018 OTHER DIRECT:

2019 OTHER DIRECT:

Out of State Training	0
Consultant	0
Other	<u>8,800</u>
Total	\$8,800

Out of State Training	0
Consultant	0
Other	
Total	\$

1.4 CONGESTION MANAGEMENT PROCESS (CMP)

OBJECTIVE:

Federal requirements state that regions with more than 200,000 people, known as Transportation Management Areas (TMAs), must maintain a Congestion Management Process (CMP) or a Congestion Management Plan and use it to make informed transportation planning decisions. The Federal Highway Administration (FHWA) defines a CMP as a “*systematic transparent process for managing congestion that provides information on transportation system performance and on alternative strategies for alleviating congestion and enhancing mobility.*” The CMP task defines congested corridors in the region, develops strategies to mitigate the congestion, and monitors the effectiveness of the strategies. In line with the FAST Act, the Congestion Management assessment will use the performance measures identified as part of the CMP and RTP.

METHOD:

The NFRMPO collects data on congested Regionally Significant Corridors (RSC) as defined in the 2040 RTP and 2015 Congestion Management Process as well as region-wide when necessary. The NFRMPO obtains data regularly from CDOT, the North Front Range cities and counties, and transit providers in the region. NFRMPO will collect travel time information on the defined congested corridors. The NFRMPO will be purchasing up to 8 vehicle travel time collectors for placement within the region on Regionally Significant Corridors. The data collected will be incorporated in the CMP, RTP, and annual reports.

OVERALL impact/intent:

This report documents system-wide performance measures related to congestion. The NFRMPO Council adopted the region’s updated CMP in September 2015. The CMP strongly emphasizes data collection to measure and monitor the transportation system’s performance and provide a mechanism to inform transportation investment decisions.

FY2018 AND FY2019 PRODUCTS

1. Data Collection and analysis
2. Purchase of up to 8 travel time collectors
3. An report presenting current and historical data is produced every other year
4. An 11x17 brochure summarizing the report findings for distribution to the public
5. Process to update the RSCs for the 2045 RTP

FY 2018

FY 2019

PERSON/WEEKS: 6

2

2018 BUDGET:

2019 BUDGET:

Personnel	\$15,000
Other Direct	50,000
Indirect	<u>3,807</u>
Total	\$68,807

Personnel	\$0
Other Direct	0
Indirect	<u>0</u>
Total	\$0

2018 DISTRIBUTION:

2019 DISTRIBUTION:

Federal	
CPG (82.79%)	\$59,966
CPG match (17.21%)	<u>11,842</u>
Total	\$68,807

Federal	
CPG (82.79%)	\$0
CPG match (17.21%)	<u>0</u>
Total	\$0

2018 OTHER DIRECT:

2019 OTHER DIRECT:

Out of State Training	0
Consultant	0
Other	<u>50,000</u>
Total	\$50,000

Out of State Training	0
Consultant	0
Other	<u>0</u>
Total	0

2.3 LAND USE MODEL DEVELOPMENT

OBJECTIVE:

This Work Task develops the 2045 land use allocation model for the NFRMPO region and the adjacent air quality area and provides the inputs required for modeling air quality conformity

METHOD:

This Work Task develops the land use allocation model. The land use model uses the control totals for households, population, and employment developed in the forecast work completed by staff using UrbanSim and DOLA's population and employment estimates by traffic analysis zone (TAZ) across the region.

NFRMPO staff provide data and analysis, such as network and traffic counts, and are capable of running applications once the model is completed. The NFRMPO will use consultant assistance as necessary during this process.

OVERALL IMPACT/INTENT:

Modeling capabilities are critical to the NFRMPO long range regional transportation planning efforts and transportation improvement implementation. These essential capabilities contribute to the success of the travel demand projections, future scenarios based on policy direction, conformity determinations, and support of local planning efforts both long range and immediate developments.

FY2018 PRODUCTS

1. Fully functioning updated 2045 land use allocation to the TAZ level
2. Computer files of model attributes and documentation

FY 2018

FY 2019

PERSON/WEEKS: 32

15

2018 BUDGET:

2019 BUDGET:

Personnel	\$80,000
Other Direct	46,225
Indirect	<u>20,306</u>
Total	\$146,531

Personnel	
Other Direct	
Indirect	
Total	

2018 DISTRIBUTION:

2019 DISTRIBUTION:

Federal	
CPG (82.79%)	\$101,895
CPG match (17.21%)	21,181
SPR	<u>23,455</u>
Total	\$146,531

Federal	
CPG (82.79%)	
CPG match (17.21%)	
Total	

2018 OTHER DIRECT:

2019 OTHER DIRECT:

Out of State Training	\$2,380
Consultant	33,845
Other	<u>10,000</u>
Total	\$46,225

Out of State Training	
Consultant	
Other	
Total	

2.4 TRANSPORTATION MODEL UPDATE AND MANAGEMENT

OBJECTIVE:

This Work Task develops the 2045 Regional Travel Demand Model for the NFRMPO region and the adjacent air quality area and completes the required modeling for air quality conformity.

METHOD:

This Work Task develops the regional travel demand model. The travel demand model uses the land use model output, network, and operational data to assign traffic to the roadway network. There is also a transit network for assigning trips to the transit systems. The models provide information used for the development of the RTP and conformity determinations on the RTP and TIP. The NFRMPO makes the travel model available to local member governments for their own use. The NFRMPO will contract for traffic counts as needed to provide accurate data.

NFRMPO staff provide data and analysis, such as network and traffic counts, and are capable of running applications once the model is completed.

OVERALL IMPACT/INTENT:

Modeling capabilities are critical to the NFRMPO long range regional transportation planning efforts and transportation improvement implementation. These essential capabilities contribute to the success of the travel demand projections, future scenarios based on policy direction, conformity determinations, and support of local planning efforts both long range and immediate developments.

FY2018 PRODUCTS

1. Release of 2045 Model Update RFP and selection of a consultant
2. Computer files of model attributes and documentation
3. Base year and future years model runs for RTP scenarios with reports
4. Traffic counts

FY2019 PRODUCTS

1. Fully functioning updated 2045 Four Step Mode Choice Model
2. Model Runs for air quality conformity determinations with associated reports
3. Assistance to local communities and CDPHE with travel model runs as needed for Air Quality Conformity

FY 2018

FY 2019

PERSON/WEEKS: 28

0

2018 BUDGET:

Personnel	\$97,500
Other Direct	276,425
Indirect	<u>24,748</u>
Total	\$398,673

2019 BUDGET:

Personnel	
Other Direct	
Indirect	
Total	

2018 DISTRIBUTION:

Federal	
CPG (82.79%)	\$248,099
CPG match (17.21%)	51,574
SPR	84,000
CDPHE	<u>15,000</u>
Total	\$398,673

2019 DISTRIBUTION:

Federal	
CPG (82.79%)	
CPG match (17.21%)	
SPR	
CDPHE	
Total	

2018 OTHER DIRECT:

Out of State Training	0
Consultant	\$240,000
Other	<u>36,425</u>
Total	\$276,425

2019 OTHER DIRECT:

Out of State Training	
Consultant	
Other	
Total	

2.6 REGIONAL TRANSIT ELEMENT

OBJECTIVE:

This task updates the Regional Transit Element (RTE) for compliance with the FAST Act preparing for incorporation into the 2045 Regional Transportation Plan (RTP).

METHOD:

NFRMPO staff will complete an update of the RTE by revising the document's contents without changing the overall direction of the plan. NFRMPO staff will coordinate with local transit providers (Transfort, Greeley-Evans Transit (GET), City of Loveland Transit (COLT), Berthoud Area Transportation Service (BATS), Senior Alternatives in Transportation (SAINT), Senior Resource Services, and CDOT) to complete the update and to formulate recommendations.

This update will coordinate the CDOT Division of Transit & Rail's (DTR) State Freight and Passenger Rail and State Freight Plans, anticipated to be completed in December 2017. The CDOT Plans will change the assumptions regarding the extent of rail transit services between regions.

OVERALL IMPACT/INTENT:

The RTE update prepares the multi-modal/intermodal surface transportation for the RTP. This update will facilitate decision makers' plans to implement new services. This task documents the transit-related planning process so that eligible transit project can compete favorably for current and any increased state and federal funding.

FY2018 PRODUCTS

1. Updated 2045 RTE
2. Working papers and related documents
3. Updated data files
4. Travel demand modeling outputs reflecting the RTE's recommendations
5. Public Involvement

FY 2018

FY 2019

PERSON/WEEKS: 38

26

2018 BUDGET:

2019 BUDGET:

Personnel	\$131,925
Other Direct	3,566
Indirect	<u>33,486</u>
Total	\$168,977

Personnel	\$
Other Direct	
Indirect	
Total	\$

2018 DISTRIBUTION:

2019 DISTRIBUTION:

Federal	
CPG (82.79%)	\$139,896
CPG match (17.21%)	<u>29,081</u>
Total	\$168,977

Federal	
CPG (82.79%)	\$
CPG match (17.21%)	
Total	\$

2018 OTHER DIRECT:

2019 OTHER DIRECT:

Out of State Training	\$3,566
Consultant	0
Other	
Total	\$3,566

Out of State Travel	0
Consultant	0
Other	
Total	\$



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Town of Windsor*

*Chris Colclasure
CDPHE- Air Pollution Control Division
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Transportation Commission*

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Becky Karasko
Regional Transportation Planning
Director
Rena Steffen
Administrative Director
Crystal Hedberg
Finance Director*

Memorandum

TO: NFRMPO Council
FROM: Crystal Hedberg
Date: December 7, 2017
RE: CY 2017^{3rd} Quarter Unaudited Financial Statements

The North Front Range Transportation and Air Quality Planning Council (NFRT&AQPC) Unaudited Financial Statements for the 3rd Quarter of Calendar Year 2017 are attached for your review and acceptance. This includes financial statements for the Metropolitan Planning Organization (MPO) and the VanGo™ program (VanGo). (See notes below for basis of accounting and explanation of indirect costs.)

MPO Highlights-3rd Quarter

Fort Collins has requested to exchange FY 2016 \$5310 funds for local dollars in the amount of \$31,968 and the MPO agreed. These funds will be used to finance any mobility management activities in 2017 for the TMA. This exchange will use the same process as the one used for the exchange of \$5307 and \$5339 funds. This agreement provides the MPO with 62% of the allocated federal amount in local funds. This amount was accrued in 2016 and has not been collected during 2017 and remains as part of the recorded accounts receivable. The 5310 funds were received in October 2017.

Annual Budgeted local match is billed to the council community members in January of each year and recorded as deferred revenue on the Statement of Net Position. Each month the amount required to match grant billing is moved to local match. Also any expenditure that the council has agreed to fund 100% from local match is moved to a revenue account. There was a significant increase in the amount being funded 100% by the local members due to the professional development contract that was approved by Council in July. At the end of the 3rd quarter, the balance of deferred local match revenue was \$87,434.

The third quarter expenditures exceeded revenues resulting in a net deficiency of \$10,169 with a year to date deficiency of \$29,478. The TMA mobility management expenditures (approximately \$21,000) is covered by the \$5310 exchanged funds from Fort Collins, that was recorded as revenue in 2016. This will continue throughout the year. The remaining deficiency is due to timing of indirect cost reimbursements. See Note 2 for a discussion of indirect cost rate reimbursements.

Detail notes regarding budget variances are provided on the North Front Range MPO statements.

VanGo™ Highlights – 3rd Quarter

Fort Collins exchanges FY 2016 \$5307 and \$5339 funds for local dollars. This agreement provides the MPO with 62% of the allocated federal amount in local funds which do not require a Buy America waiver. The FY 2016 \$5307 funds (\$645,082) and \$5339 (\$65,535) were accrued in 2016. The \$5307 funds were received in July 2017. The \$5339 funds still have not been collected as of September 30, 2017 and remain as part of the recorded accounts receivable as of September 30, 2017.

Faster funds were budgeted in 2016 for the purchase of 10 vans. This grant expires December 31, 2017. A purchase order was issued for 10 vans with 5 Vans being delivered in December 2016. The remaining 5 vans were delivered in January . The revenue for the 5 vans delivered in January was unbudgeted in 2017. The program budgeted Faster funds for the purchase of 8 vans in 2017. A purchase order was issued for the purchase of 8 Toyota Sienna vans. All eight vans were delivered by September 30, 2017. Revenue exceeds the budgeted amount due to the five 2016 vans delivered in January.

Vans purchased with FTA funds were sold. For any van purchased with FTA funds and sold for more than \$5,000 there is a requirement the proceeds be used for capital purchases or the proceeds must be returned to FTA. During the 3rd quarter the VanGo™ program returned \$77,206 of proceeds for these vans to FTA. Going forward the program will delay the sale of FTA funded vans keeping them in the fleet until the expected proceeds are under \$5,000.

The third quarter expenses exceeded revenues resulting in a net year to date decrease of \$134,745 at September 30, 2017. This is due to repaying \$77,206 to FTA and the local match share of the vans purchased with FASTER funds (\$77,500). These local match funds are budgeted using the \$5307 funds exchanged with Fort Collins, which are determined during fourth quarter. The \$19,961 difference is due to staffing changes and fuel costs remaining low.

Due to the decrease in ridership over the past few years, the budget had anticipated use of a total of \$94,096 reserve funds during the year .

Detail notes regarding budget variances are provided on the VanGo™ statements.

Action

The Finance Committee recommends that the North Front Range Transportation & Air Quality Planning Council review and accept the 2017 3rd Quarter Unaudited Financial Statements dated September 30, 2017.

Notes:

Note 1:

The NFRMPO operates on an accrual basis for the CY 2017 for reporting NFRMPO financial records. Accrual basis means that revenues are recognized when earned and expenses when incurred.

Note 2

The NFRMPO is reimbursed for indirect costs using a CDOT approved indirect cost rate. Indirect costs are those costs not readily identified with a specific project or organizational activity but incurred for the joint benefit to both projects and activities. Indirect costs include costs which are frequently referred to as overhead expenses (for example rent) and general administrative expenses (for example accounting department costs and office supplies). In approving annual indirect cost rates, CDOT uses expenditures based on the last audited financial statements, usually two years in arrears (for example, the 2017 indirect cost rate was calculated using the 2014 audited financial statement information). If the approved rate results in an overage or a shortfall compared to actual expenses, these amounts are added or subtracted from indirect costs the following year. The rate is calculated by dividing the indirect costs by direct payroll which includes salaries and benefits.

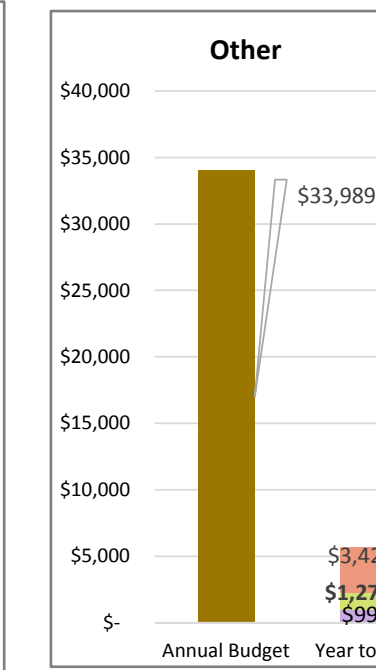
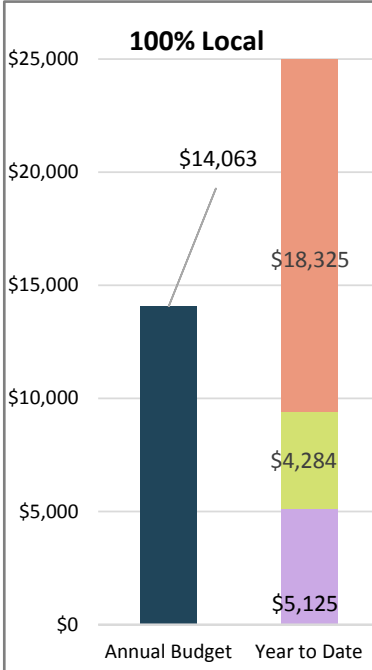
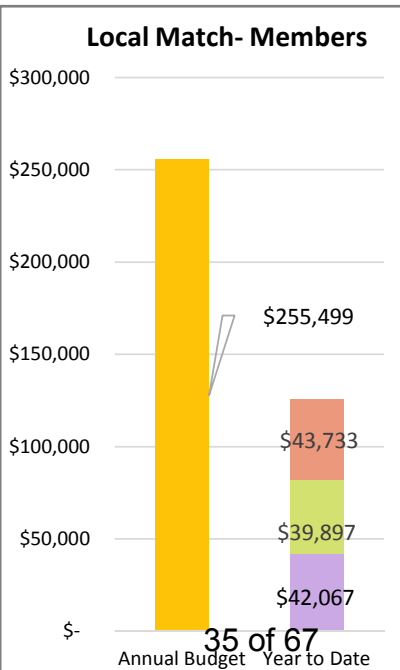
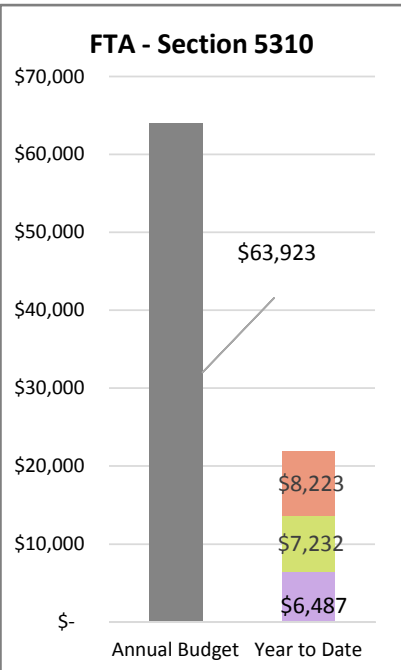
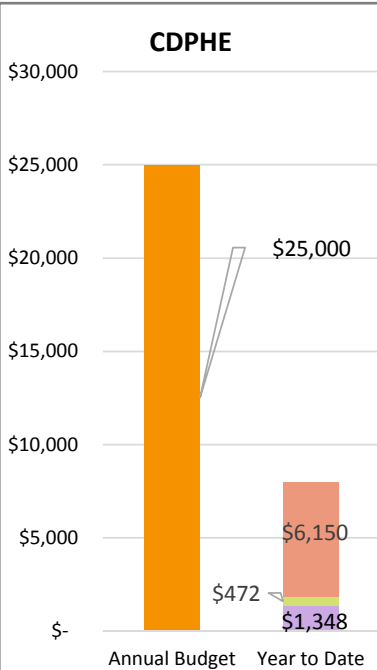
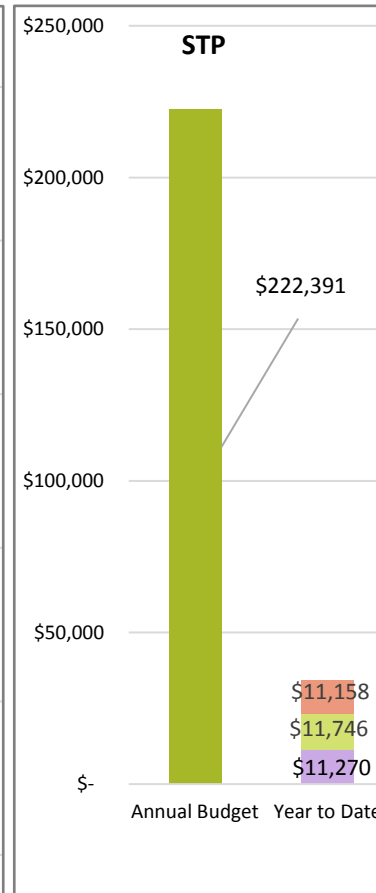
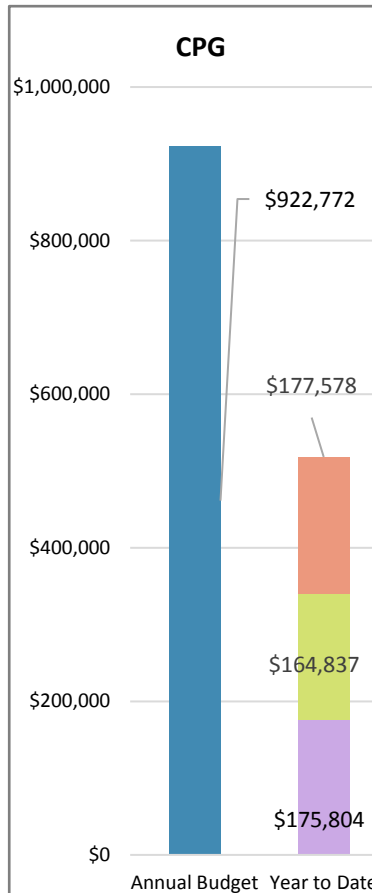
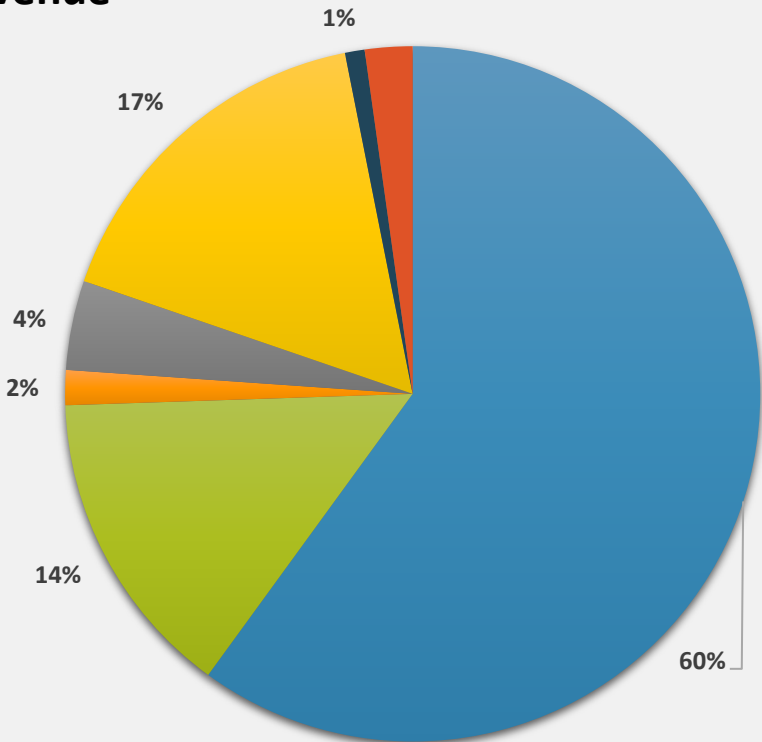
Metropolitan Planning Organization - REVENUE

Annual Budgeted Revenue vs. Revenue - Year to Date - End of 3rd Quarter: September 30, 2017

Q1 Q2 Q3 Q4

Annual Budgeted Revenue

- CPG
- STP - Metro
- CDPHE
- FTA - Section 5310
- Local Match - Members
- 100% Local
- Other

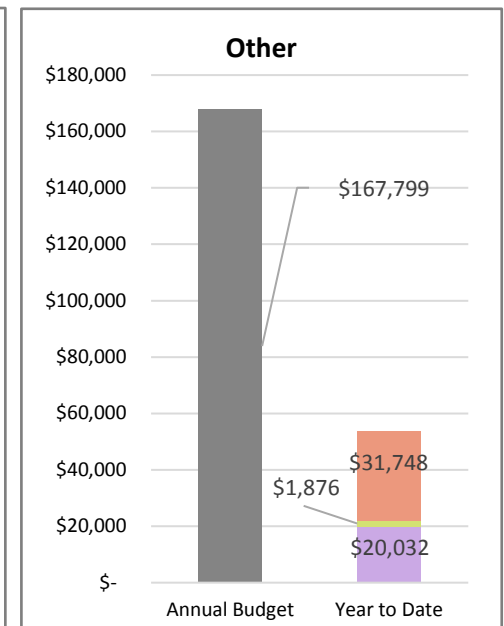
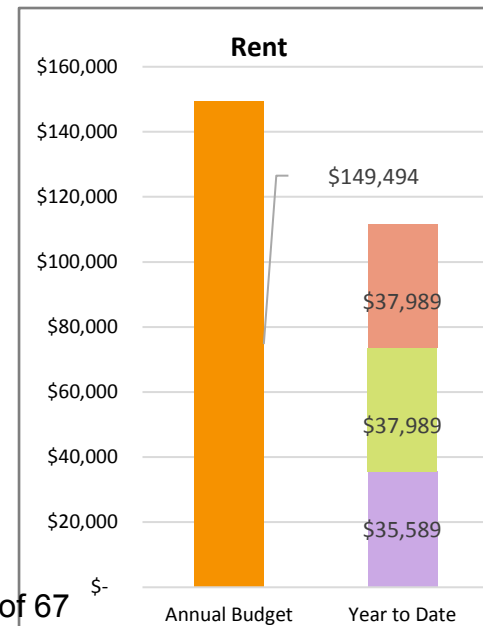
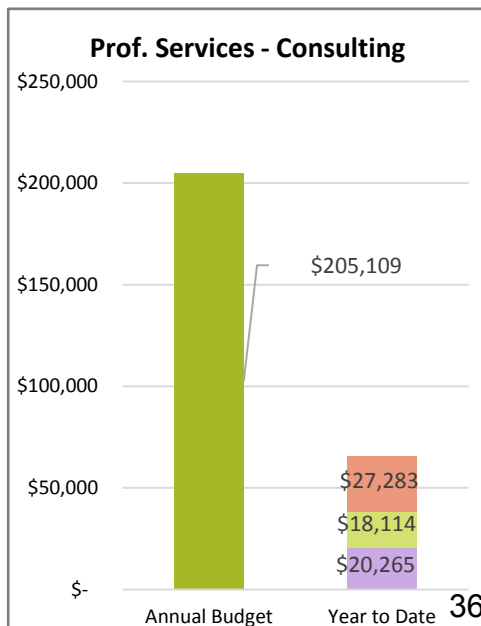
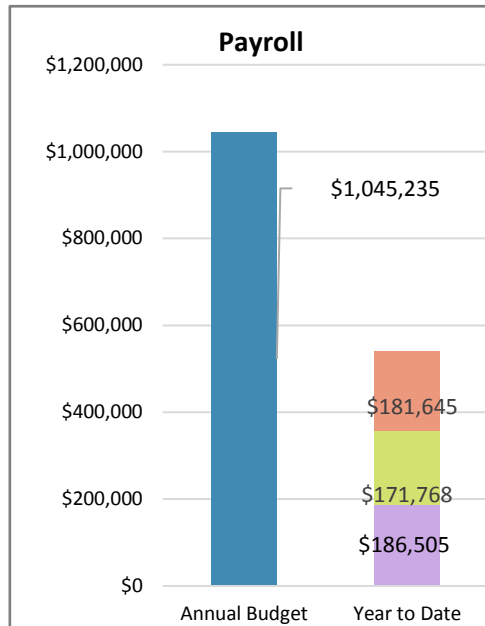
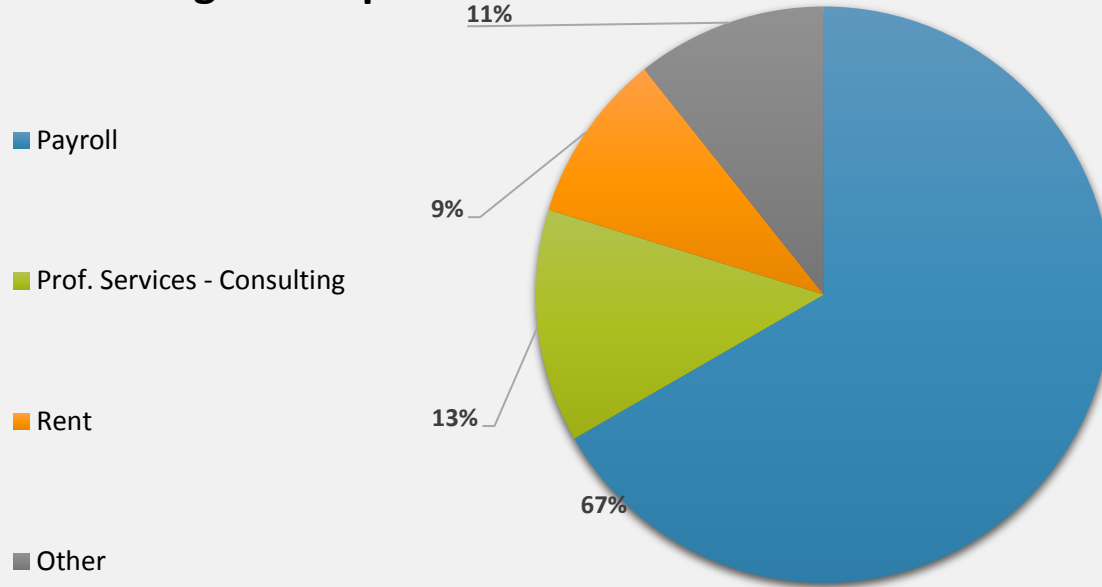


Metropolitan Planning Organization - EXPENSES

Annually Budgeted Expenses vs. Expenses - Year to Date - End of 3rd Quarter: September 30, 2017

Q1 Q2 Q3 Q4

Annual Budgeted Expenses



METROPOLITAN PLANNING ORGANIZATION
Statement of Net Position
For the None Months Ending September 30, 2017

ASSETS	
Cash and Cash Equivalents	\$78,104
Investments	463,339
Receivables	207,510
Due from VanGo	14,747
Capital Assets, net	53,506
Total Assets	<u>817,206</u>
LIABILITIES AND NET ASSETS	
LIABILITIES	
Accounts Payable and Accrued Liabilities	33,919
Deferred Revenue	87,434
Loan Payable to VanGo	33,569
Accumulated Leave	39,144
Total Liabilities	<u>194,065</u>
FUND BALANCE	
Unreserved	652,618
Current Year Revenue over (under) Expenditures	<u>(29,478)</u>
Total Fund Balance	<u>623,141</u>
Total Liabilities and Fund Balance	<u>817,206</u>

METROPOLITAN PLANNING ORGANIZATION
Revenue, Expenditures and Changes in Fund Balance
For the Nine Months Ending September 30, 2017

	3rd Qtr Actual	Year to Date Actual	Annual Budget	Year to Date Budget	% Complete	
REVENUE						
FHWA - Federal Income - CPG	\$177,578	\$518,220	\$922,772	\$404,552	56.16%	
FHWA - Federal Income - STP-Metro	11,158	34,173	222,391	188,217	15.37%	
State Planning/Research Funds			30,000	30,000	0.00%	①
State-APCD	6,150	7,969	25,000	17,031	31.88%	②
FTA - Federal income - Section 5310	8,223	21,942	63,923	41,981	34.33%	③
Subtotal Grant Revenue	203,108	582,304	1,264,086	681,781	46.07%	
Local match - Member Entites	43,733	125,697	255,499	129,802	49.20%	
100% Local	18,325	27,734	14,063	(13,672)	197.22%	④
Subtotal Local - All Sources	62,058	153,431	269,562	116,130	56.92%	
Miscellaneous Revenue		134		(134)	0.00%	
Interest Earned	1,351	3,479		(3,479)	0.00%	
Gain on Sale of Assets	2,075	2,075		(2,075)	0.00%	
Use of Reserves			33,989	33,989	0.00%	
Subtotal Other Revenue Sources	3,426	5,688	33,989	28,301	16.73%	
Total Revenue- Combined Sources	268,592	741,423	1,567,637	826,212	47.30%	
EXPENDITURES/EXPENSES						
Administration	35,698	115,093	248,680	133,587	46.28%	
Transportation Planning	134,466	396,507	743,402	346,895	53.34%	
Mobility Management	11,481	28,318	53,153	24,834	53.28%	
Subtotal Payroll Expense	181,645	539,918	1,045,235	505,316	51.66%	
Professional Services & Consulting	27,381	65,760	205,109	139,349	32.06%	⑤
Subtotal professional Services & Consulting	27,381	65,760	205,109	139,349	32.06%	
Fleet Expense	657	2,469	3,750	1,281	65.85%	
Insurance Expense	841	2,542	4,973	2,431	51.12%	
Office Furniture/Equipment (non-cap)	5,873	7,729	92,023	84,293	8.40%	⑥
Office Supplies	696	1,831	4,601	2,770	39.80%	
Communications (phone/data/fax)	2,624	7,913	10,874	2,961	72.77%	
Postage	170	708	2,258	1,550	31.37%	
Printing		(25)	1,061	1,085	-2.33%	
Rent	37,989	111,568	149,494	37,926	74.63%	
Other Office Operating (Facility, Repairs, equipment lease)	5,457	8,473	26,434	17,961	32.05%	
Dues, licensing and Subscriptions	1,156	20,577	22,272	1,695	92.39%	
Maintenance Contracts - Copier maintenance/usage	2,433	10,574	38,068	27,496	27.78%	
Other Operating Costs	(98)				0.00%	
Event/Meeting Expense	2,949	6,049	10,870	4,820	55.65%	
Indirect Costs	(23,891)	(60,483)	(156,891)	(96,408)	37.68%	
Travel/Conference/Training Expense	7,797	20,216	32,803	12,587	61.63%	
Capitalized Equipment /Vehicles	25,036	25,036	73,449	48,413	34.09%	
Interest Expense	46	46		(46)	0.00%	⑦
Loan Payments			1,254	1,254	0.00%	
Subtotal Other Expenses	69,735	165,223	317,293	152,069	52.70%	
Total Expenditures/Expenses	278,761	770,901	1,567,637	796,734	49.18%	
Excess(Deficiency of Revenue over Expenditures)	(10,169)	(29,478)	0	29,478		⑧

METROPOLITAN PLANNING ORGANIZATION
Revenue, Expenditures and Changes in Fund Balance
For the Nine Months Ending September 30, 2017

Explanation of Variances

Projects funded with State Planning/Research funds will not begin before 4th quarter 2017

The majority of the CDPHE funds for the contract ending 06/30/16 were expended in 4th quarter 2016 resulting in very little expended in 1st and second quarter 2017. With a new contract executed 07/01/17 additional time will be spent on air quality tasks.

③ The year to date only includes the amount of \$5310 funds received through CDOT. The budget includes the TMA amount also. If the amount is taken out of the budget, approximately 69% of the contract would be complete. The TMA has a net loss of \$21,053 that is being paid out of 2016 \$5310 funds exchanged with the City of Fort Collins that was recorded as income in 2016.

④ 100% Local match includes the amount paid for professional development. Council approved taking the funds out of reserves if necessary.

⑤ Audit is paid for in the first two quarters of the year. Costs for work on the Transportation Model Update won't occur until the end of the year.

⑥ Computers will be replaced in 4th quarter.

⑦ Interest paid to the VanGo™ program on the Leasehold Improvement loan.

⑧ The Mobility management program for the TMA has a net loss of approximately \$21,100. This is due to approximately \$32,000 of FY 2016 \$5310 funds, to be exchanged with the City of Fort Collins, being recorded in 2016. This amount was unpaid at the end of the quarter and is part of the accounts receivable amount. The remaining \$8,378 is a timing difference for indirect costs reimbursement.

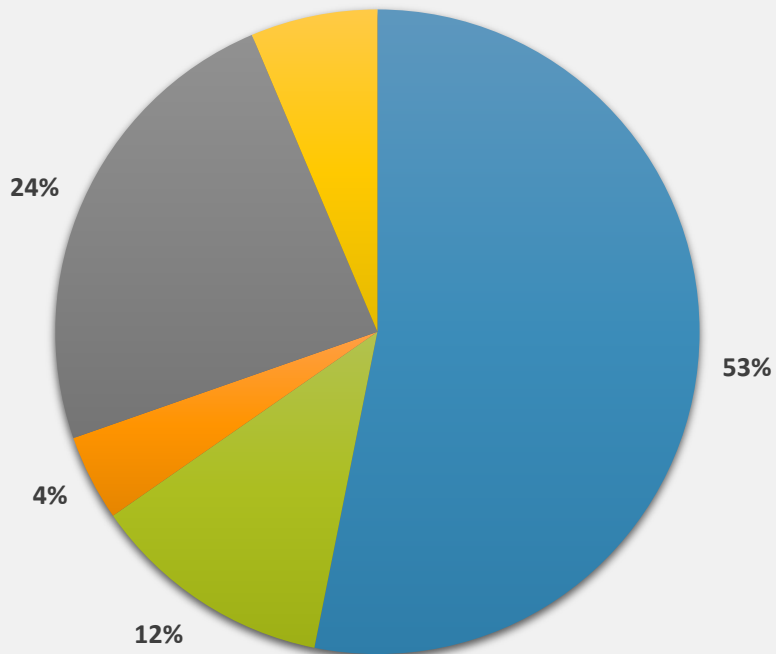
VanGo™ - REVENUE

Annual Budgeted Revenue vs. Revenue - Year to Date - End of 3rd Quarter: September 30, 2017

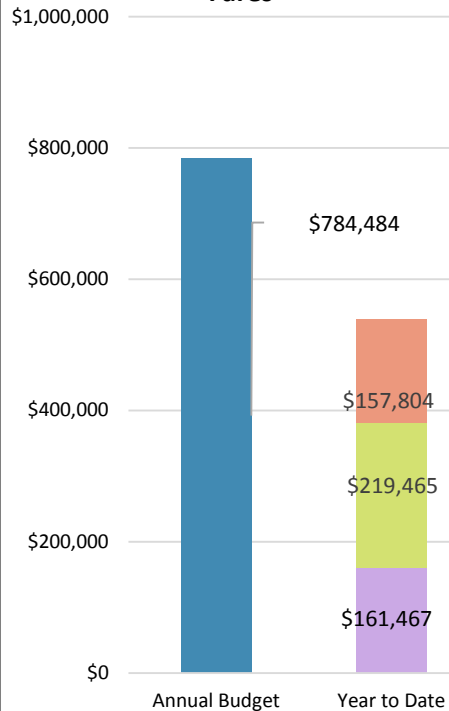
Q1 Q2 Q3 Q4

Annual Budgeted Revenue

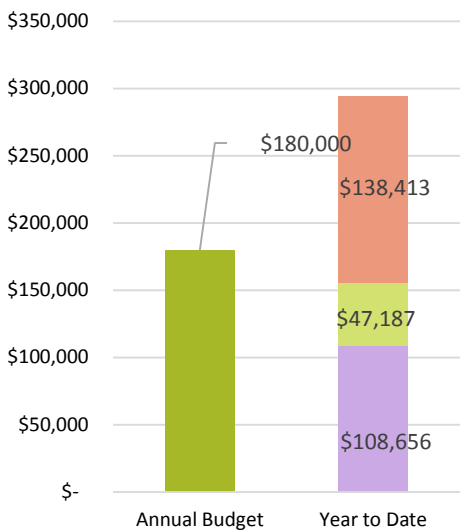
- Fares
- Faster Funds
- Vehicle Sales
- City of FC Funds
- Other



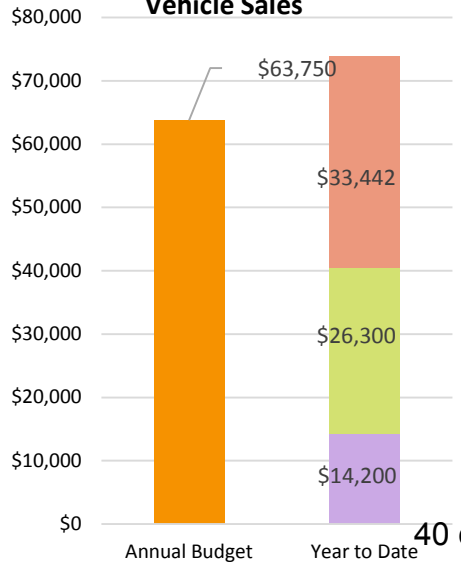
Fares



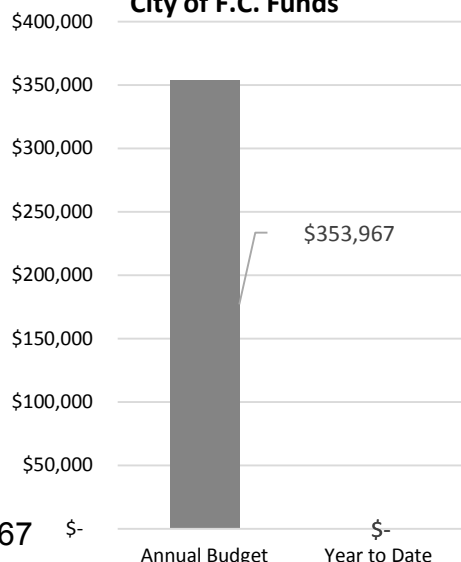
Faster Funds



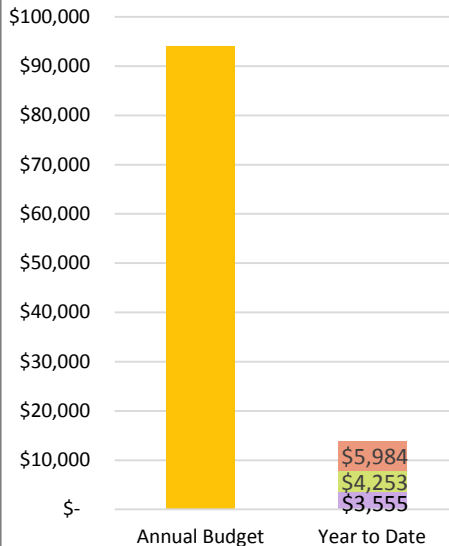
Vehicle Sales



City of F.C. Funds



Other



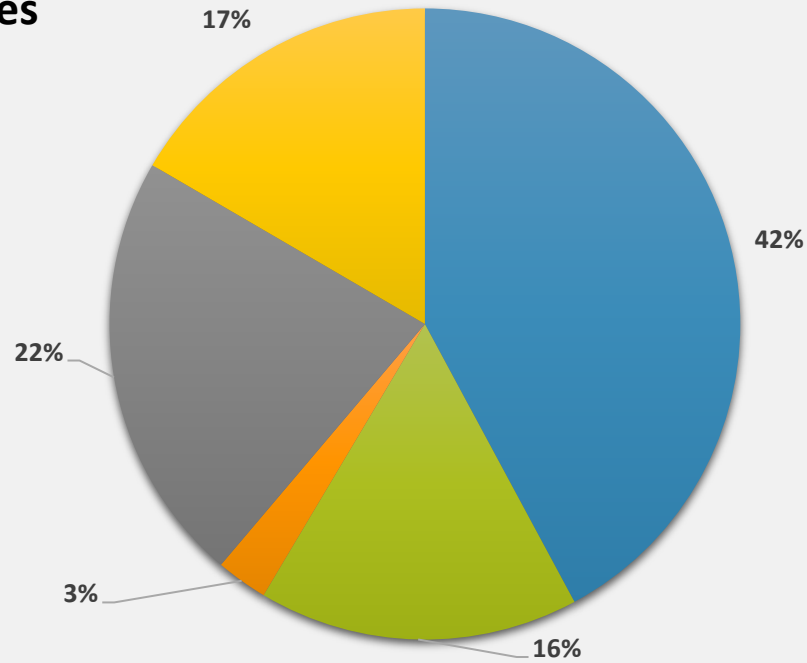
VanGo™ - EXPENSES

Annual Budgeted Expenses vs. Expenses - Year to Date - End of 3rdQuarter: September 30, 2017

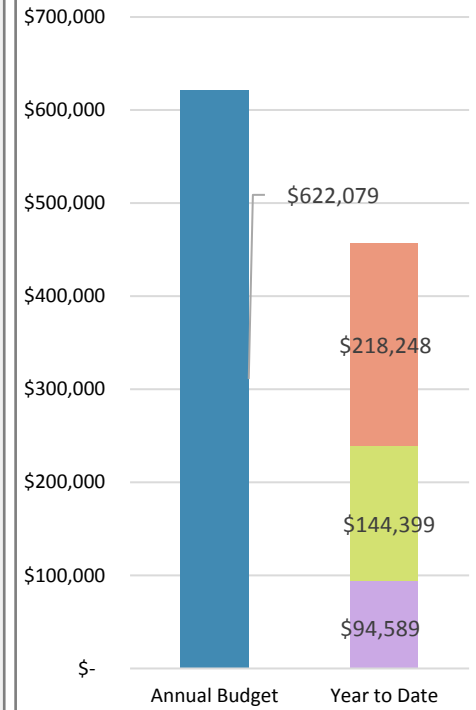
Q1 Q2 Q3 Q4

Annual Budgeted Expenses

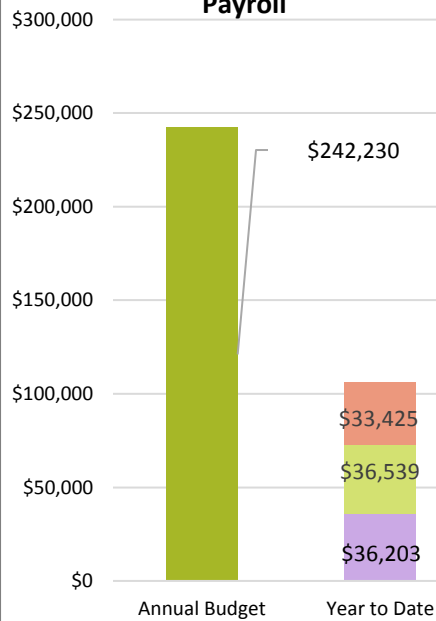
- Fleet
- Payroll
- Prof. Services - Consulting
- Capitalized Equipment/ Vehicles
- Other



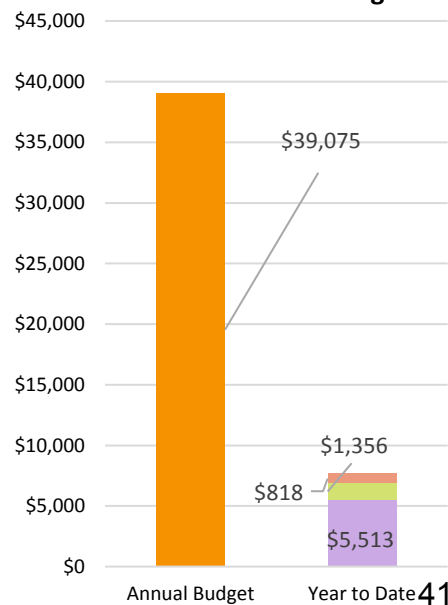
Fleet



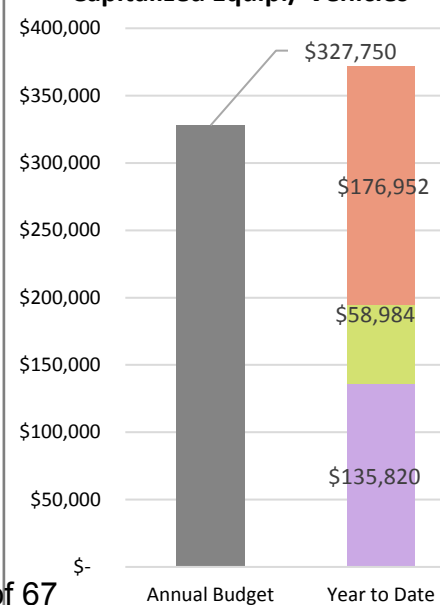
Payroll



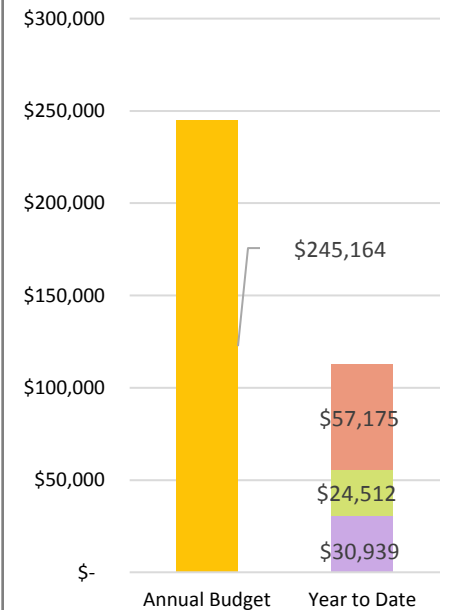
Prof. Services - Consulting



Capitalized Equip./ Vehicles



Other



VanGo
Statement of Net Position
For the Nine Months Ending September 30, 2017

ASSETS	
Cash and Cash Equivalents	\$299,371
Cash-Savings	294,581
Investments	1,943,513
Receivables	247,722
Loan Receivable	33,569
Capital Assets, net	660,974
Total Assets	<u>3,479,730</u>
LIABILITIES AND NET ASSETS	
LIABILITIES	
Accounts Payable and Accrued Liabilities	229,864
Long-Term Liabilities	
Accumulated Leave	5,008
	<u>234,872</u>
	Total
	Liabilities
FUND BALANCE	
Unreserved	3,379,603
Current Year Revenue over (under) Expenditures	(134,745)
Total Fund Balance	<u>3,244,858</u>
Total Liabilities and Fund Balance	<u>3,479,730</u>

VanGo
Revenue, Expenditures and Changes in Fund Balance
For the Nine Months Ending September 30, 2017

	3rd Qtr Actual	Year to Date Actual	Annual Budget	Year to Date Variance	% Complete	
REVENUE						
State - FASTER Funds	\$138,413	\$294,256	\$180,000	(\$114,256)	163.48%	(a)
Subtotal Grant Revenue	138,413	294,256	180,000	(114,256)	163.48%	
<hr/>						
Program Revenue - Fares	157,804	538,735	784,484	245,749	68.67%	
Sale of Vehicles	33,442	73,942	63,750	(10,192)	115.99%	(b)
City of Fort Collins Funds			353,967	353,967	0.00%	(c)
Subtotal VanGo Revenue-All Sources	329,659	906,933	1,382,201	475,268	65.62%	
Interest Earned	5,984	13,792		(13,792)	0.00%	
Use of Reserves			94,097	94,097	0.00%	
Subtotal Other Revenue Sources	5,984	13,792	94,097	80,305	14.66%	
Total Revenue- Combined Sources	335,643	920,725	1,476,298	555,573	62.37%	
<hr/>						
EXPENDITURES/EXPENSES						
<u>Fleet Expense</u>						
Fleet Insurance	28,652	86,982	118,750	31,768	73.25%	
Fleet Motor Fuel & Oil	28,570	87,794	255,258	167,464	34.39%	(d)
Fleet Repairs & Maintenance	80,983	197,063	227,521	30,458	86.61%	
Fleet Repairs & Maintenance- Insurance Deductible		3,500	4,625	1,125	75.68%	
Guaranteed Ride Home	447	908	10,425	9,517	8.71%	
Fleet Other	2,390	3,781	5,500	1,719	68.75%	
FTA Repayments	77,206	77,206		(77,206)	0.00%	
Subtotal Fleet Expense	218,248	457,234	622,079	164,845	73.50%	
VanGo Payroll	33,425	106,167	242,230	136,063	43.83%	(e)
Professional Services and Consulting	818	7,687	39,075	31,388	19.67%	(f)
Office Furniture/Equipment (non-cap)		817		(817)	0.00%	
Office Supplies			100	100	0.00%	
Postage		4	100	96	4.00%	
Credit Card Fees	3,678	10,523	15,875	5,352	66.29%	
Other Office operating (Facility, Repairs, Office Equipment lease)	75	132	150	18	88.00%	
Dues, Licensing and Subscriptions	399	399	1,469	1,070	27.16%	
Maintenance Contracts - Copier maintenance/usage	17,896	18,263	25,298	7,035	72.19%	
Bad Debt		(277)	188	465	-147.34%	(g)
Rideshare Promotion	6,688	16,387	35,000	18,614	46.82%	
Event/Meeting Expense	2,886	2,907	2,675	(232)	108.67%	
Indirect Costs	23,891	60,483	156,891	96,408	38.55%	
Travel/Conference/ Training	1,662	2,988	7,418	4,430	40.26%	
Capitalized Equipment/Vehicles	176,952	371,756	327,750	(44,006)	113.43%	(b)
Subtotal Other Expenses	234,127	484,382	572,914	88,533	84.55%	
Total Expenditures/Expenses	486,618	1,055,470	1,476,298	420,828	71.49%	
Excess(Deficiency of Revenue over Expenditures)	(150,975)	(134,745)	0	134,745		

Explanation of Variances

- (a) Delivery of five vans occurred in January using 2016 FASTER Funds. Two vans were purchased in June and six vans were purchased during 3rd Qtr. The purchase of eight vans funded by 2017 FASTER funds were originally budgeted.
- (b) The sale of eight vans was budgeted for 2017. With the reduction in active routes, twelve vans have been sold for 2017.
- (c) Fort Collins exchange fund amounts are determined during the 4th quarter.
- (d) Fuel was budgeted for 65 vans with an expectation that fuel costs would rise. The program started the year with 60 vans on the road and has been reduced to 54 vans on the road at the end of 3rd Qtr. Prices remained constant.
- (e) Payroll was budgeted using prior staff salaries.
- (f) Consulting services for adding the national transit database module to the VanGo portal has been delayed to the 4th quarter 2016.
- (g) Prior year bad debt was recovered.

<u>3rd Quarter Professional Services & Consulting</u>	Year-to-Date			
	2017	2017		%
	Budget	Actual	Variance Under (over)	
<u>Professional Services & Consulting Administration</u>				
<u>Information Technology Services</u>				
Greystone	\$ 44,500.00	\$ 21,605.00	\$ 22,895.00	48.55%
Njevity	\$ 5,060.00	\$ 1,575.00	\$ 3,485.00	31.13%
Greystone Web	\$ 2,000.00	\$ -	\$ 2,000.00	0.00%
<u>Audit Services</u>				
Eidi Bailly	\$ 23,000.00	\$ 12,000.00	\$ 11,000.00	52.17%
<u>Legal Services</u>				
Bell, Gould & Scott PC	\$ 7,822.60	\$ 4,300.00	\$ 3,522.60	54.97%
<u>Human Services</u>				
Mountain States	\$ 4,000.00	\$ -	\$ 4,000.00	0.00%
Professional Development(Christina)	\$ 33,989.00	\$ 25,127.50	\$ 8,861.50	73.93%
	\$ 120,371.60	\$ 64,607.50	\$ 46,902.60	53.67%
<u>VanGo™ Program</u>				
Portal- NTD Module	\$ 37,625.00	\$ -	\$ 37,625.00	0.00%
<u>Planning</u>				
Transportation Model Update	\$ 71,888.00			0.00%
SE Data Project	\$ 5,000.00	\$ 5,000.00	\$ -	100.00%
Local Transportation Plans	\$ 9,000.00	\$ -	\$ 9,000.00	0.00%
	\$ 85,888.00	\$ 5,000.00	\$ 9,000.00	5.82%
Translation Services	\$ 300.00	\$ 98.50	\$ 201.50	32.83%
Volunteer Drivers Program		\$ 3,740.90	\$ (3,740.90)	0.00%
	\$ 300.00	\$ 3,839.40	\$ (3,539.40)	32.83%
Year-to-Date Professional Services & Consulting Total	\$ 244,184.60	\$ 73,446.90	\$ 89,988.21	30.08%

(a)

(b)

(c)

(a) Audit is paid during the first and second quarter of the year. Audited was budget as a indirect cost and a 100% local match due to uncertainty if a Single Audit would be required.

(b) Work won't begin on the transportation Model update until the end of the year at the earliest.

(c) Training on new software program

North Front Range Transportation and Air Quality Planning Council
Cash and Investment Institution Listing
As of September 30, 2017

Institution	Account Number	Balance as of September 30, 2017		
		MPO	VanGo	Total
Cash				
1st National Bank	8629	\$ 78,029.10		\$ 78,029.10
1st National Bank	7343		\$ 299,371.11	\$ 299,371.11
Petty Cash		\$ 75.00		\$ 75.00
Total Cash		\$ 78,104.10	\$ 299,371.11	\$ 377,475.21
Savings				
Public Service Credit Union	0095		\$ 201,434.45	\$ 201,434.45
1st National Bank	6539		\$ 93,146.10	\$ 93,146.10
Total Savings		\$ -	\$ 294,580.55	\$ 294,580.55
Investments				
COLOTRUST	8001	\$ 463,338.84	\$ 1,943,513.47	\$ 2,406,852.31
Total Investments		\$ 463,338.84	\$ 1,943,513.47	\$ 2,406,852.31
Total Savings and Investments		\$ 541,442.94	\$ 2,537,465.13	\$ 3,078,908.07

Operating Reserves		Capital Reserve	Other	Other	Total
MPO*	VanGo	VanGo	MPO***	VanGo **	
			\$ 78,029.10		\$ 78,029.10
				\$ 299,371.11	\$ 299,371.11
			\$ 75.00		\$ 75.00
\$ -	\$ -	\$ -	\$ 78,104.10	\$ 299,371.11	\$ 377,475.21
				\$ 201,434.45	\$ 201,434.45
				\$ 93,146.10	\$ 93,146.10
\$ -	\$ -	\$ -		\$ 294,580.55	\$ 294,580.55
\$ 463,338.84	\$ 635,599.50	\$ 417,719.27	\$ -	\$ 890,194.70	\$ 2,406,852.31
\$ 463,338.84	\$ 635,599.50	\$ 417,719.27	\$ -	\$ 890,194.70	\$ 2,406,852.31
\$ 463,338.84	\$ 635,599.50	\$ 417,719.27	\$ 78,104.10	\$ 1,484,146.36	\$ 3,078,908.07

* \$177,148.71 needed to fully fund the MPO Operating Reserve

** Funds in excess of required reserves, the majority of which are capital funds exchanged for local sales tax.

*** Funds in excess of required reserves the majority of which are prepaid local match. Remaining Local match will be moved to reserves at year end



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Executive Director
Becky Karasko
Regional Transportation Planning
Director
Rena Steffen
Administrative Director
Crystal Hedberg
Finance Director*

MEMORANDUM

To: NFRMPO Planning Council
From: Terri Blackmore
Date: December 7, 2017
Re: Office Closure on December 26, 2017

Background

The NFRMPO staff are largely from out of town or have out of town visitors during the Christmas holidays. A poll was taken of employees to see how many would be taking time off and when. It is difficult to cover December 26, 2017 and all staff are amenable to using vacation time to extend their holiday.

I am proposing allowing all staff to take December 26, 2017 as a vacation day. It will allow staff some needed downtime before we enter a busy plan and model development period.

Action

I recommend approval of the NFRMPO office being closed on December 26, 2017 as there is no additional cost to the NFRMPO.

US287 Asset Inventory

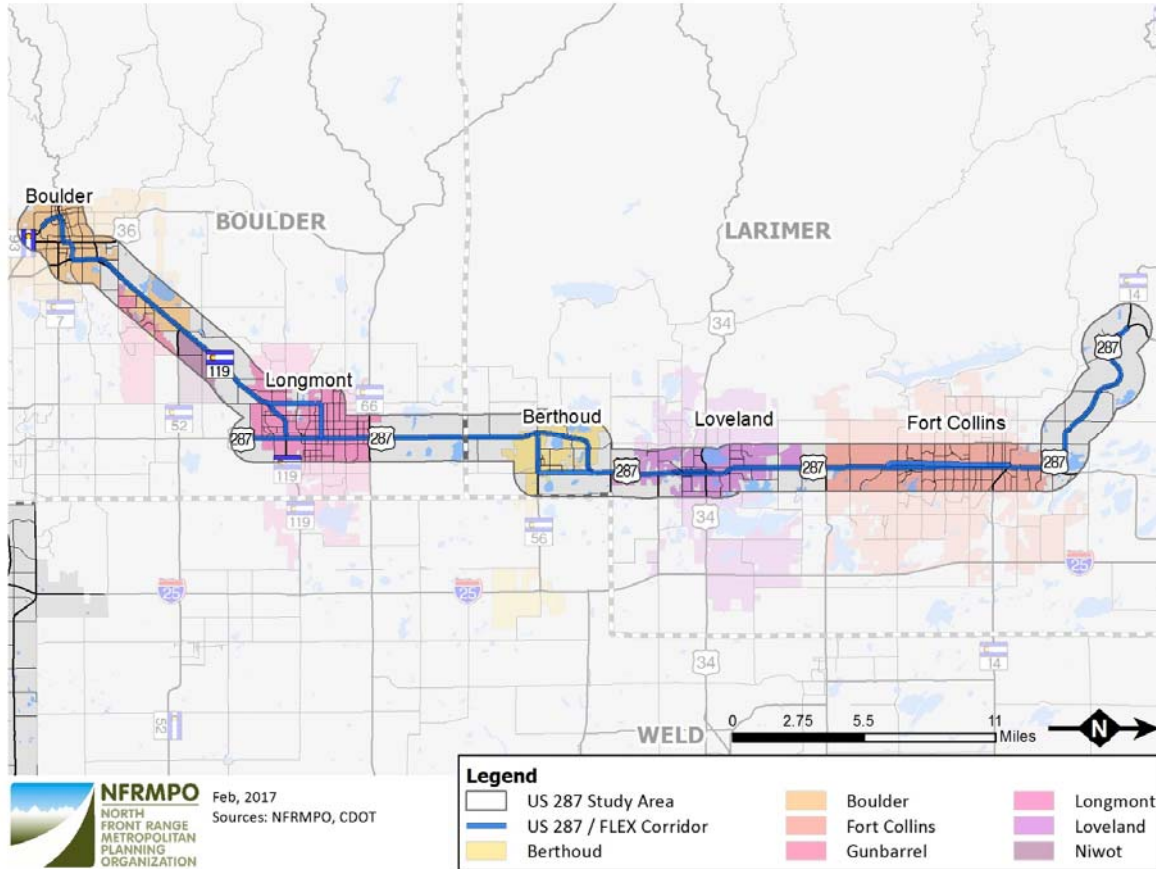
NFRMPO Planning Council



October 5, 2017

US287 Asset Inventory

US287 FLEX Corridor

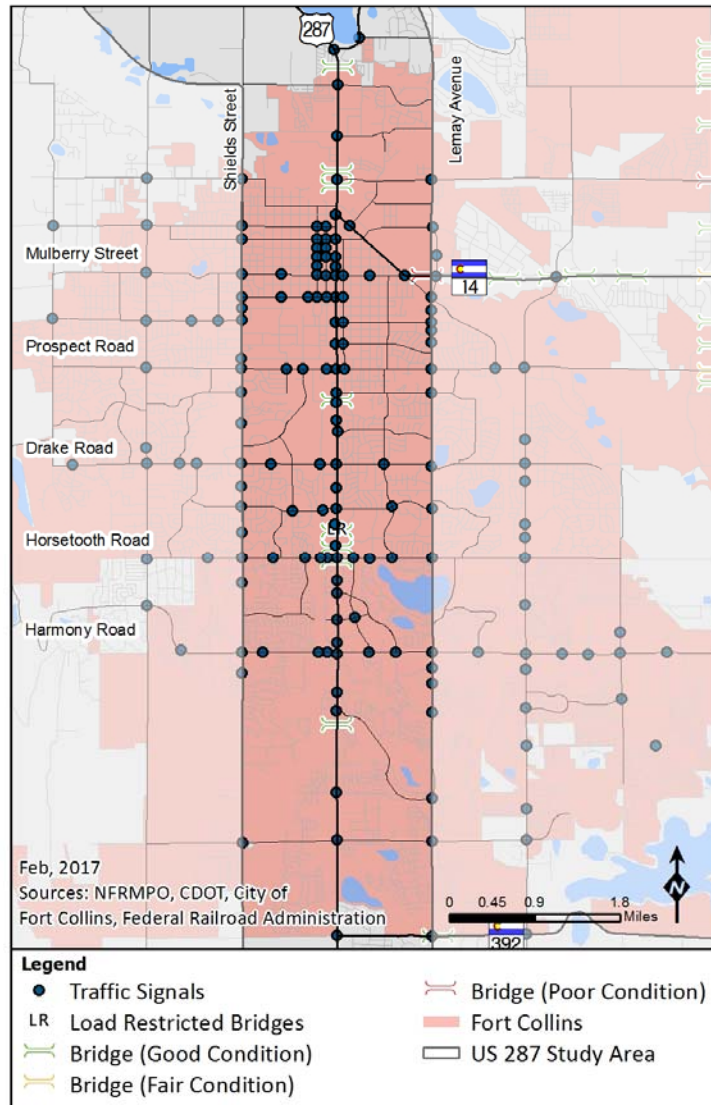


NFRMPO Feb, 2017
Sources: NFRMPO, CDOT

What data was collected?

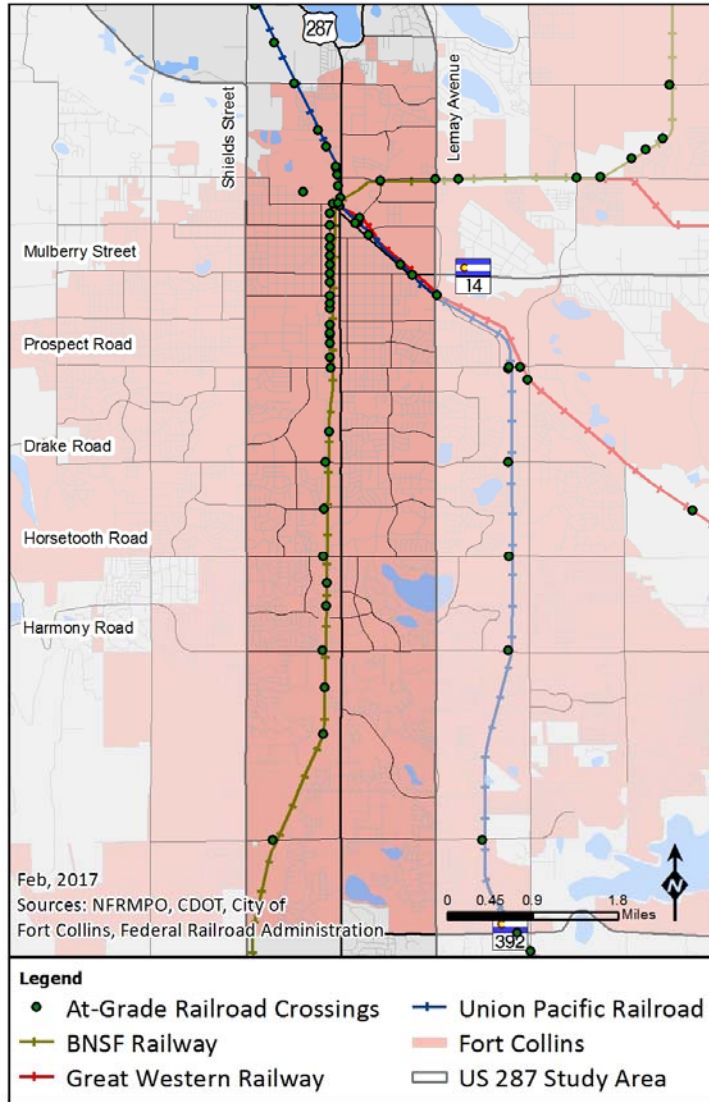


- **Road Network**
 - Bridges
 - Number of lanes
 - Annual Average Daily Traffic (AADT)
 - Annual Average Daily Truck Traffic (AADTT)
 - Drivability Life/Pavement Condition
 - Speed Limits
 - Active Railroad
 - At-Grade Railroad Crossings
 - Intersections with traffic signals
- **Crashes**
- **Right-of-Way**
- **Transit**
- **Bike and Ped Infrastructure**
- **Environmental Features**
- **Existing Land Use**
- **Future Land Use**
- **FLEX Stop Features**



Road Network

- Bridges, including condition and load restrictions
- Number of through lanes
- Annual Average Daily Traffic (AADT)
- Annual Average Daily Truck Traffic (AADTT)
- Drivability Life/Pavement Condition
- Speed Limits
- Traffic Signals

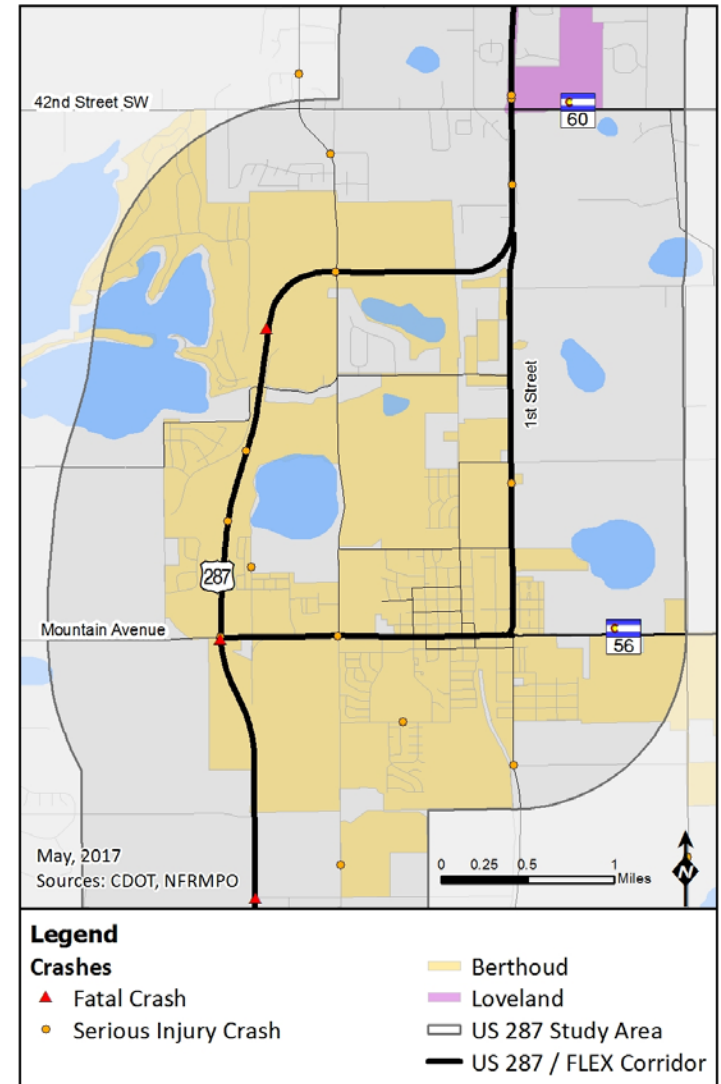


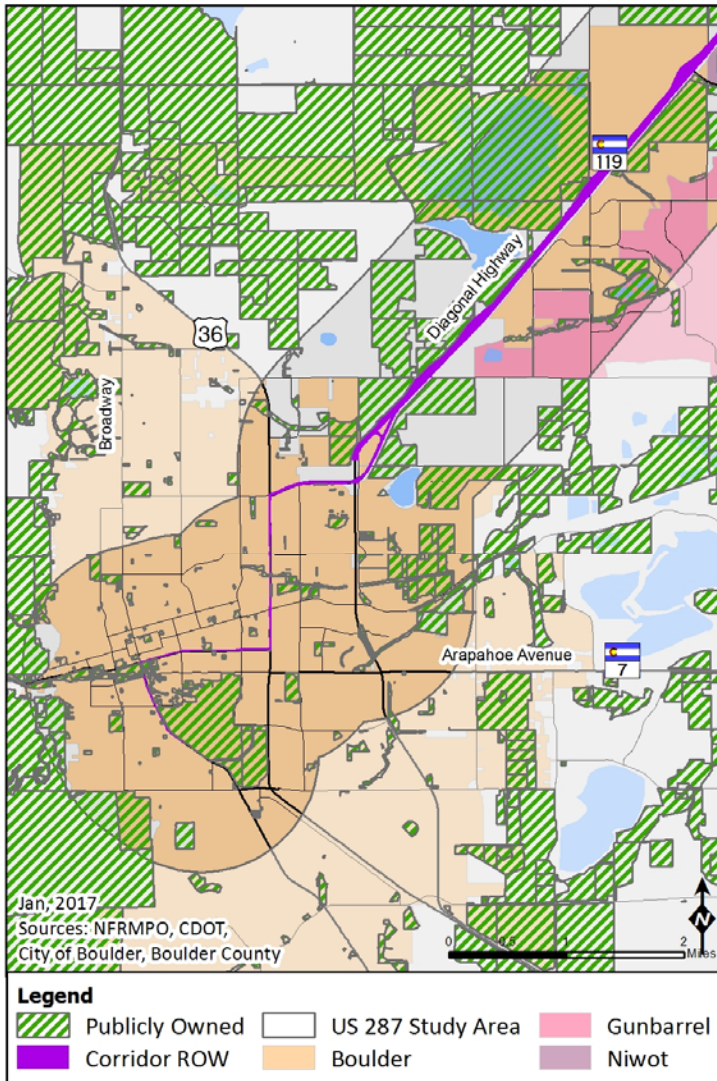
Railroads

- Active Railroads
- At-Grade Railroad Crossings

Crashes

- Serious Injury and Fatal Crashes
 - CDOT data for 2011-2015
 - Crashes on local and county roads mapped by NFRMPO staff



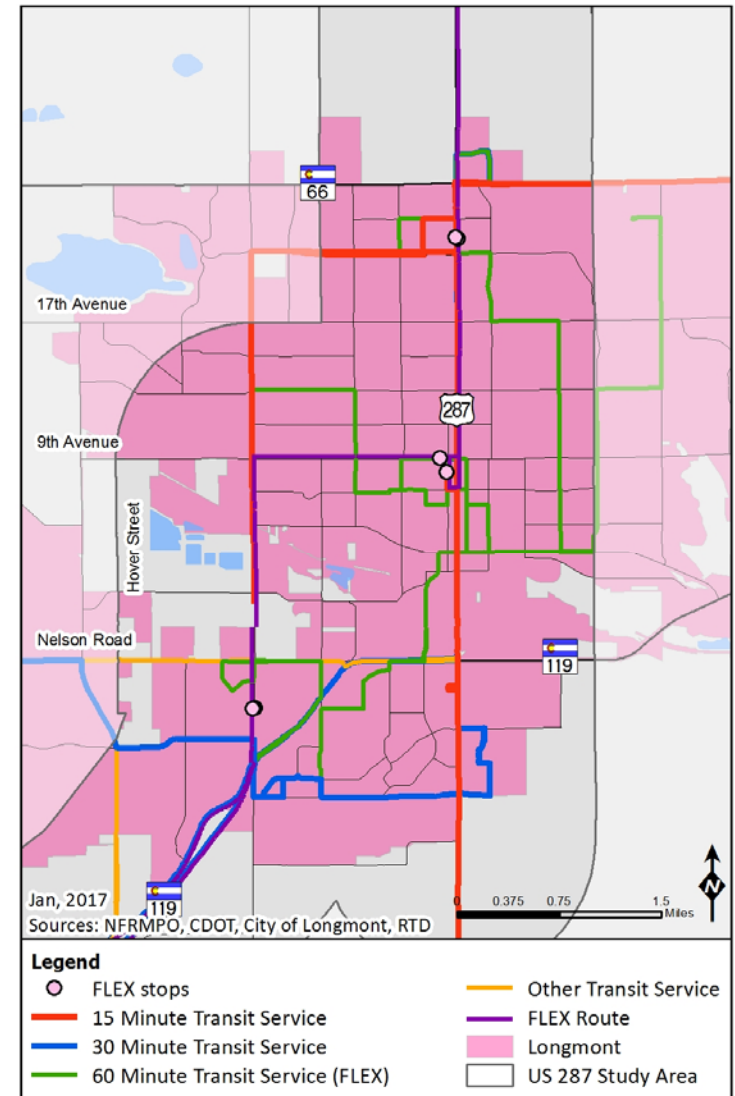


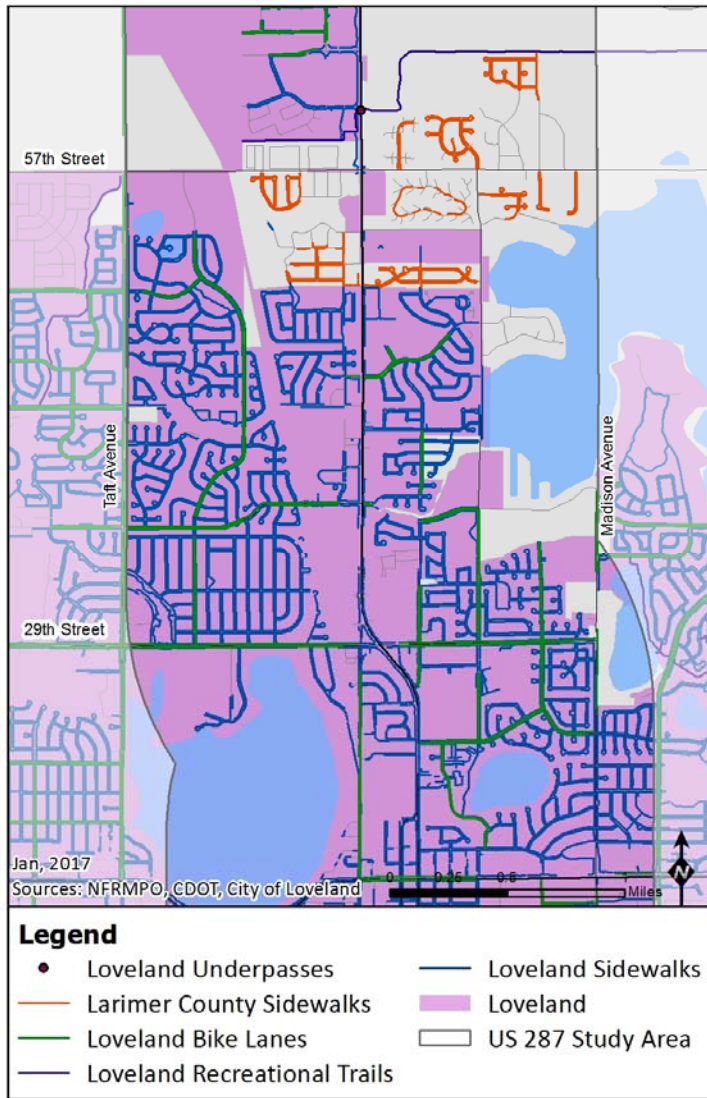
Right-of-Way

- Uses County-level parcel data
 - Inverse of parceled land
- Publicly Owned Land
 - Parkland, Open Space, Facilities, etc.
 - Owned by town, city, county, state, or US

Transit

- Organized by frequency levels during peak periods
 - 15 minutes or better
 - 30 minutes
 - 60 minutes
 - Peak hour, irregular frequency
 - FLEX



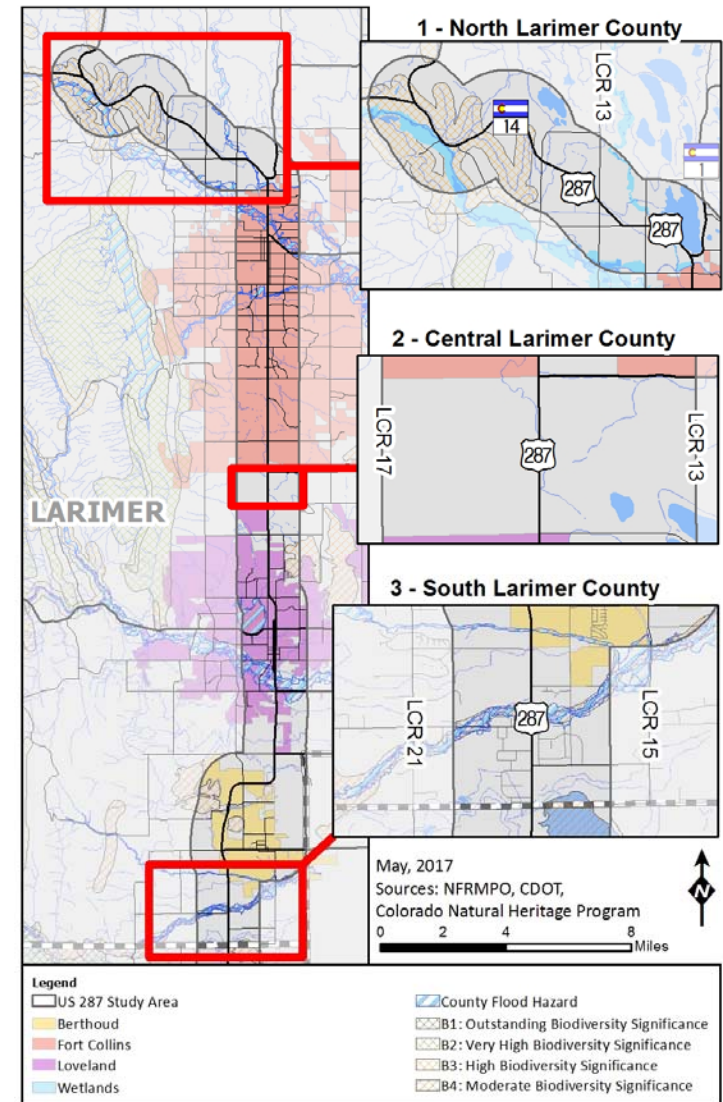


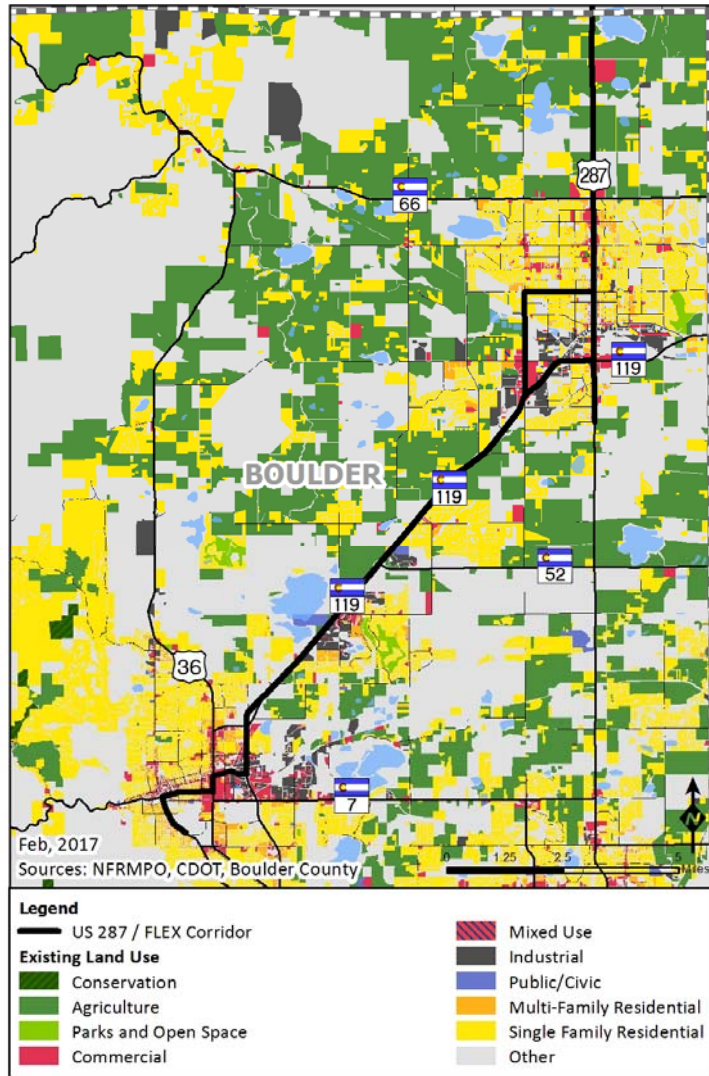
Bike and Ped

- Bike facilities and trails
- Sidewalks
- Additional sub-community maps provide detail on network integration
- Collected as part of 2016 Non-Motorized Plan

Environmental Features

- Wetlands (ditches, rivers, creeks, lakes)
- Potential Conservation Areas
 - B1: Outstanding Biodiversity Significance through B5: General Biodiversity Significance
- Flood Hazards marked by FEMA



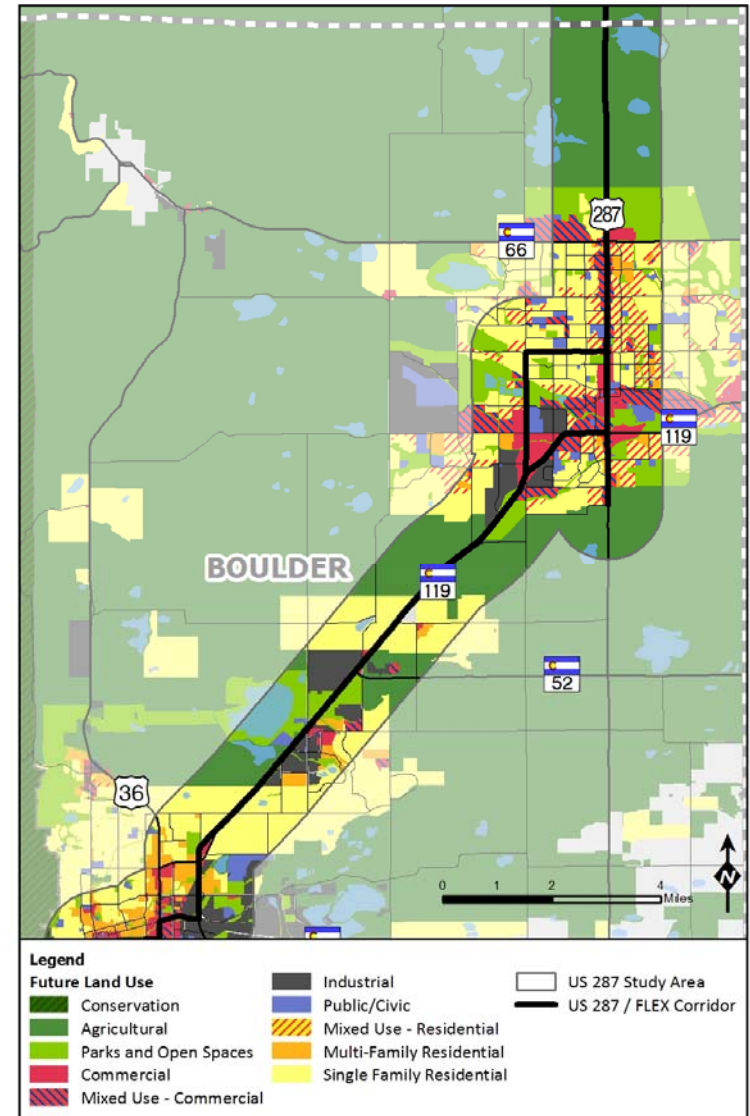


Existing Land Use

- NFR Region: 2012 land uses collected for the 2040 Land Use Allocation Model
- Boulder County: Existing land use from Jan 2017 Assessor Data

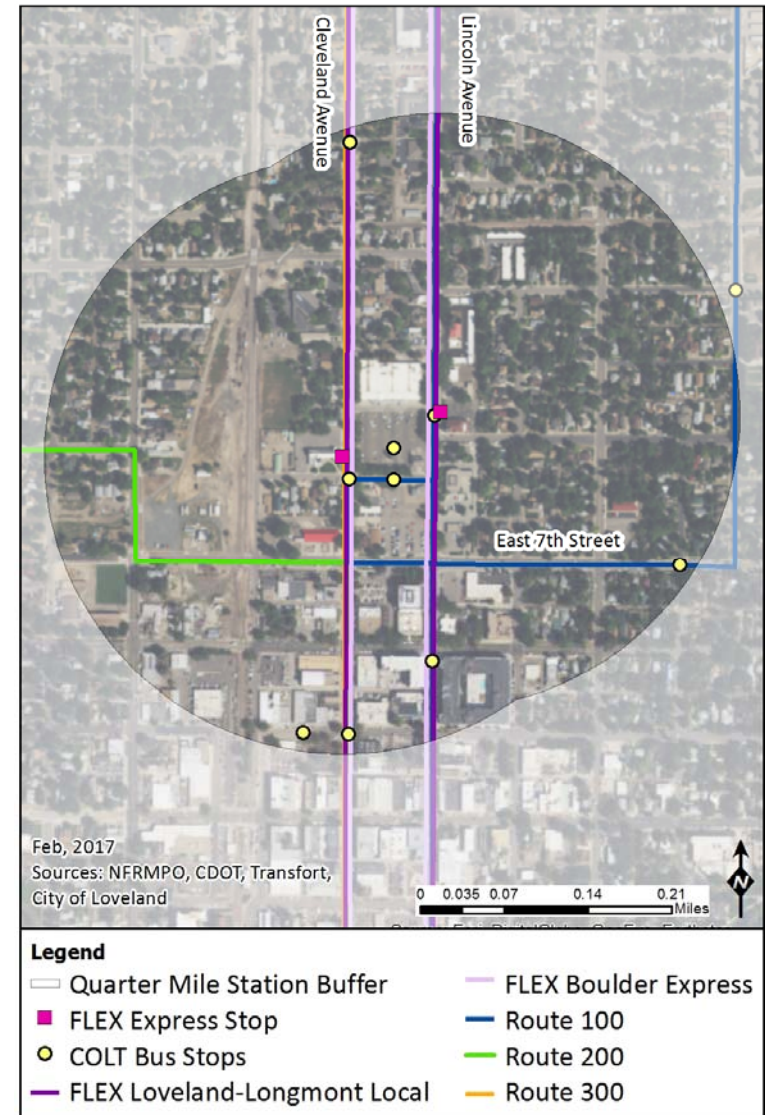
Future Land Use

- NFR Region: From the 2040 Land Use Allocation Model, with update for Loveland
- Boulder County: Future uses consolidated from Boulder County zoning, City of Boulder Comprehensive Plan, and City of Longmont Comprehensive Plan



Stop Features

- Average Daily Ridership (2016)
- Transit Connections
- Stop Features
 - Bicycle racks
 - Bus shelters, benches, trash cans
 - Restrooms
 - Indoor waiting area
 - Parking
 - Streetlights
 - Transit stop sign
- Bicycle and Pedestrian Connections





<http://bit.ly/2w7fo5q>

For more information:

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Transportation Planner

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(970) 416-2293



TransPlanning Partnership Work Group Update

November 2017

Rural RTP Development

- Recommend content and development of the regional transportation plans (RTPs) for the 10 rural transportation planning regions (TPRs).
- Immediate items are to determine the core and a la carte (optional) items for the RTPs; how to represent projects in the plans if the TPRs decide to include projects; and reflect plan integration in the RTPs.

New Technology Scenario Planning

- Recommend what types of scenario planning might be useful for the statewide transportation plan (SWP) and the rural RTPs. Scenario planning asks “what if” questions in planning for the future.
- The group considered funding and maintenance, vehicle ownership models (owning versus sharing), land use, freight, and level of automation of vehicles along a continuum of market penetration (from low to high).

Technology Policy

- Recommend what CDOT policies, regulations, or procedures may need to be revised to accommodate or encourage certain types of transportation technologies.

CDOT launched TransPlanning Partnership to enhance consensus building and coordination among CDOT’s key stakeholders and planning partners (five metropolitan planning organizations and the 10 rural transportation planning regions) in order to streamline development of the statewide and regional transportation plans. That effort includes creation of a Statewide Plan Partnership Advisory Committee, the Transportation Planning Toolkit education series for the rural regions, and formation of three work groups to delve deeper into elements of the 2045 regional and statewide transportation plans. Work groups were formed on development of the rural regional transportation plans (RTPs), scenario planning for transportation technology, and technology policy. This newsletter will be published monthly to keep people up to date on work group activities. This first newsletter reviews the work since groups began meeting in September and October.

Recommendations and Actions

Transportation Planning Regions

There are 10 rural Transportation Planning Regions:

- Central Front Range
- Eastern
- Gunnison Valley
- Intermountain
- Northwest
- San Luis Valley
- South Central
- Southeast
- Southwest
- Upper Front Range



These are representatives of local communities that help shape transportation in their area.

Rural RTP Development – Sept. 22, 2017

- Selected Brian Pettet of Intermountain TPR as group spokesperson.
- Recommended these as the **core items** for the RTPs: vision, goals, and objectives, and needs and gaps (5 votes each); major challenges and opportunities, and stakeholder engagement (3 votes each); performance measures (2); transportation planning process, state and federal planning

factors, and local agency fund distribution (1 each).

- Recommended these as the top **a la carte items** for the RTPs: technology (6 votes); freight, and economic (5 votes each); scenario planning, and mitigation, risk and resiliency (3 each).

Rural RTP Development – Oct. 27, 2017

- Generally agreed that the “project representation process” for RTP development should have these steps: regional needs analysis, identification of priority investment corridors, and review/addition to Development Program for projects, if the TPR desires an RTP to include a list of projects.



New Technology Scenario Planning – Sept. 28, 2017

- Recommended that the scenario planning work group should focus on new technology. Other topics considered were population growth, resiliency, water, and an aging population.

- Recommended that this work group and the technology policy work group would need to work together closely.

New Technology Scenario Planning – Oct. 26, 2017

- Asked staff to bring back more detailed scenarios for the “strawman scenario” of high, moderate, and low market penetration of connected and autonomous vehicles.
- Recommended that staff should include affordability of transportation for low-income populations; additional details on multimodal options, including transit impacts; more work on freight and goods movement; and the addition of MPO land use into the proposed scenarios.
- Recommended that more detailed scenarios should be presented to the New Technology Scenario Planning Work Group on Dec. 7.

Technology Policy – Oct. 26, 2017

- At its next meeting on Dec. 7, group will review the “strawman scenario” of the New Technology Scenario Planning group to make sure the two technology work groups are in alignment.

For more information on the TransPlanning Partnership work groups, contact Michelle Scheuerman, statewide planning manager, at michelle.scheuerman@state.co.us.



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Troy Mellon
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Paula Cochran
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Memorandum

To: NFRMPO Planning Council
From: Kristy Melendez
Date: December 7, 2017
Re: NFRMPO Staff Vehicle

Background

The North Front Range Metropolitan Planning Organization (NFRMPO) had to sell the staff vehicle because it needed an expensive repair which was far more than the Blue Book value. The Civic was sent to the Roller Auction on August 16 and it sold for \$2,075 (after freight expenses). The NFRMPO released an RFP for a vehicle and received 3 proposals. None of the bidders could certify that the vehicle proposed met the Buy American requirements of US assembly and percentage of non-US steel.

The NFRMPO submitted a waiver for Buy American in August. The US Department of Transportation just approved the fall 2016 Buy American waivers in fall of 2017 and only approved two projects in California. The Finance Committee discussed other options for purchasing the NFRMPO vehicle at their November 16, 2017 meeting.

Action

The Finance Committees requests Planning Council discuss using local only funds due to the delay required in obtaining a Buy American Waiver.

STAC Summary – October 27th, 2017

- 1) **Introductions & September Minutes** – *Vince Rogalski (STAC Chair)*
 - a) Executive Director Shailen Bhatt will be leaving CDOT for ITS America at the end of 2017. Deputy Director Mike Lewis will serve as Interim Executive Director.
 - b) Jeff Sudmeier has been selected as CDOT Chief Financial Officer, effective November 1st.
 - c) September 2017 STAC Minutes approved with one revision.
- 2) **Transportation Commission Report** – *Vince Rogalski (STAC Chair)*
 - a) High Performance Transportation Enterprise (HPTe)
 - i) Signing a memorandum of agreement with RoadX to facilitate future collaboration.
 - ii) US 36 awarded the American Transportation Award – the top transportation prize in the US, presented by the US Chamber of Commerce and US DOT.
 - iii) Working to improve enforcement along US 36 express lanes to prevent payment avoidance.
 - iv) Central 70 project moving forward and set to begin construction in 2018.
- 3) **TPR Reports** – STAC Representatives
- 4) **Federal and State Legislative Report** – *Herman Stockinger & Andy Karsian (CDOT Office of Policy & Government Relations)*
 - a) State
 - i) The TLRC completed a trip that stopped in Pueblo, Craig, a Scenic Byway, a maintenance shed, and a Northwest TPR Meeting, getting a first-hand look at the work and challenges of CDOT.
 - ii) CDOT staff are preparing for the next legislative session and will provide updates to the STAC at future meetings.
 - b) Federal
 - i) The President has suggested raising the federal gas tax and CDOT staff will monitor any progress.
- 5) **FY18-19 Budget Update** – *Louie Barela (CDOT Division of Accounting & Finance)*
 - a) CDOT staff provided an update one-sheet budget overview for STAC members.
 - b) Updated items included proceeds and debt service figures related to SB 267.
 - c) Some challenges created by increased OIT charges requiring a decrease in other funds to balance.
 - d) CDOT staff will present an updated budget in March for TC approval and the Governor's signature.
 - e) STAC Discussion: STAC representatives inquired about the impact of the updated budget on ADA improvement projects, requested clarification on personnel costs, and requested a companion document showing planned expenditures (instead of revenues) for FY18-19. CDOT staff will provide that document at future meetings.
- 6) **Colorado Bridge Enterprise (CBE) Overview** – *Matt Cirulli (Colorado Bridge Enterprise)*
 - a) The Central 70 project represents 60% of all statewide Bridge Enterprise deck area – 606,500 sq. ft.
 - i) Also the last of the original 128 structures identified for CBE funding under FASTER.
 - b) During the construction phase (FY18-FY21), Central 70 will account for 45% of CBE allocations per year, allowing for other projects to continue.
 - i) Currently 15 new projects have been identified and are undergoing design.
 - c) During the performance phase (FY22-FY51), Central 70 will account for 26% of CBE allocations per year.
 - d) STAC Discussion: STAC representatives clarified that CBE only funds on-system bridges, not off-system bridges, and requested a summary of off-system bridge needs at a future STAC meeting.
- 7) **SB 267 & Potential 2018 Ballot Measure, & Technology Infrastructure** – *Debra Perkins-Smith (CDOT Division of Transportation Development) and Herman Stockinger (CDOT Office of Policy & Government Relations)*

- a) CDOT staff, in coordination with the STAC and TC, have developed a criteria for identifying potential SB 267 projects, which include:
 - i) Project Readiness
 - ii) Strategic Nature
 - iii) Stakeholder Support
 - iv) Statewide Plan Goal Areas
 - v) Leveraging Other Funds
 - vi) Potential to Offset Repayment Impact
 - vii) Supports Statewide System
 - b) Based on the above criteria, 7 strongly competitive projects have been identified:
 - i) US 50: Little Blue Canyon (*FLAP awardee*)
 - ii) US 550 / US 160 Connection (*FASTLANE awardee*)
 - iii) I-25: Colorado Springs to Denver South (*INFRA/TIGER applicant*)
 - iv) I-25: North SH 402 – SH 56 (*INFRA/TIGER applicant*)
 - v) I-70: Westbound PPSL (*INFRA/TIGER applicant*)
 - vi) SH 13: Reconstruction (*INFRA/TIGER applicant*)
 - vii) US 160: Towaoc Passing Lanes (*INFRA/TIGER applicant*)
 - c) Identified projects total \$666 million out of \$792 million maximum highway allocation in first two years, leaving \$126 million left to allocate.
 - i) Funding breakdown is 76% urban and 24% rural.
 - ii) Statewide distribution with a notable gap in the southern and eastern regions.
 - d) CDOT staff seeking input on additional projects that meet criteria, fill geographic gaps, and address statewide needs.
 - e) Related to the SB 267 project identification is the potential for a 2018 Ballot Initiative proposed by the Denver Metro Chamber of Commerce that would also require a project list.
 - f) STAC Discussion: STAC representatives discussed potential downside of encouraging local match, highlighted the risk of allocating project funds that may eventually disappear, and suggested other potential candidate projects. They also discussed the benefits of including asset management pools and other statewide needs on the list, rather than just individual projects.
- 8) **Technology Infrastructure Investment** – *Lisa Streisfeld (CDOT Division of Transportation Systems Management & Operations)*
- a) The Division of Transportation Systems Management & Operations (TSMO) wants to include technology infrastructure advancement projects into the 10-Year Development Program given the significant anticipated benefits and cost savings.
 - b) Requesting \$150 million to expand the CDOT fiber optic network to cover the entire interstate system and beyond.
 - i) 2,250 miles, 25% of CDOT system (up from current 17%)
 - ii) Seeking public-public and public-private partnerships.
 - c) New capacity would help improve safety, mobility, and freight movement – plus non-transportation uses.
 - d) Will work with CDOT regions to refine a list of technology opportunities and align them with upcoming infrastructure projects.
 - e) TSMO is developing a CDOT Smart Mobility Plan to guide the development of technology infrastructure and integrate it into the long-range planning process.
 - f) STAC Discussion: STAC representatives encouraged these technology investments to be included in future ballot initiatives and other defined revenue streams, and also asked CDOT staff to coordinate

and seek partnerships with other state agencies and the private sector given the statewide need for fiber access.

9) **Transit Funds Reprogramming** – *David Krutsinger (CDOT Division of Transit & Rail)*

- a) Limited period funding sources like SB 228 and SB 267 include money for transit capital, but not operations, even though the gap between operational needs and resources is both significant and growing.
- b) CDOT staff propose repurposing ongoing funding sources towards operational needs and away from capital, while using the time-limited sources to backfill the capital needs.
 - i) Would result in an additional five years of operational support beyond current available funds.
- c) Revised policies include:
 - i) Managing & administering all transit funds collectively as a program.
 - ii) Prioritizing operating funds from sustainable sources.
 - iii) Prioritizing local capital contributions from time-limited sources.
 - iv) Continuing CDOT funding control of the rural regional transit system.
 - v) Maintain Bustang and Outrider brands.
 - vi) Ensure fair and equitable distribution of transit funds for rural and urban (small and large) communities.
- d) STAC Discussion: STAC members expressed concern about a longer-term solution for the operational funding challenge and suggested including it in the potential 2018 ballot measure and any future funding initiatives. They also questioned how well transit agencies would be able to meet federal state of good repair requirements for capital assets. CDOT staff concurred and added that the DOT is developing a transit asset management plan to help anticipate and plan for future capital and operational needs.

10) **Revenue Projections**

- a) The three revenue scenarios (High, Medium, and Low) discussed at previous STAC meetings were presented to the TC and no changes were requested.
- b) CDOT staff anticipate TC approval of the High scenario at the November meeting, which will allow additional flexibility in long-range planning.
- c) STAC Discussion: *No comments*.

11) **Other Business** – *Vince Rogalski (STAC Chair)*

- a) The next STAC Meeting will be held on December 8th at CDOT Headquarters in Denver – there will be no meeting in November.
- b) STAC Discussion: Members requested an update on the progress of the new CDOT HQ/R1 facility at the next meeting.

12) **STAC Adjourns**

Materials for this month's STAC Meeting can be found at the link below:

https://www.codot.gov/programs/planning/documents/stac-archives/2017stac/oct2017/october_2017_stac_packet.pdf/view